

A Guide to Consulting on Schemes in and around the Barbican Estate

This is the framework to use where there is no statutory-mandated forms of consultation, for example, on planning issues where there is a separately agreed process, or the so-called "Section 20 consultations" under the Landlord and Tenant Act 1985 (where we are legally required to consult leaseholders paying variable service charges before a carrying out qualifying works or entering into a long-term agreement for the provision of services).



Ideas and Initiatives may originate from Corporate Strategies, legal requirements, or health and safety considerations. Members, Residents and other stakeholders may also instigate initiatives through a variety of forums or groups.

Initiatives will only begin the journey of consultation once all relevant departments (Town Clerk's, Comptroller's Chamberlain's, City Surveyor's), and particularly the Estate Office, have had a chance to comment.

At this stage, the Project Leads will arrange to meet or brief Members of the Cripplegate and Aldersgate wards to outline proposals and seek their endorsement. The Chairmen/Deputy Chairmen of the relevant spending committee, eg Girls School, Barbican Centre Board, GSMD will be included where appropriate.

STAGE 2 – Introducing the consultation – Which forum? ↓

Where aspects of the initiative could be relevant to either forum, initial feedback should be sought from the BA and RCC Chairmen in deciding the most appropriate route to take. In some cases, the process will follow both routes.

The City Corporation has a legal obligation to consult under the Landlord and Tenant Act 1988 on matters relating housing management which specifically affect residents of the Estate.

If the initiative is a Landlord/Tenant issue (ie, service-chargeable or will be managed by the Barbican Estate Office)
Residents Consultation Committee (RCC)

If the initiative is not Service-chargeable
Barbican Association (BA)

The Barbican Association will be the first "entry port" for consultations relating to street works/ Environmental Enhancement and other schemes.

STAGE 3 – Launching the Consultation ↩

The principal goal of consultation is to assess the impact of the proposals on the community of affected users.

Where practicable, consultees will be offered more than one option.

Consultees will be advised of the proposed time and date of the formal decision making at Committee and updated on any unanticipated changes to the process. Timescales for works will be circulated after a formal decision is made by Committee.

Consultees will also be told how to obtain information on the outcome of consultations.

There will be a report to the RCC

Target: BA and House Groups

- Information will be made available on: www.cityoflondon.gov.uk/barbicanestate
- The Barbican Association (BA) will act as a conduit to disseminate information to the relevant House Groups and to BA General Council members. The BA will also coordinate a BA response (for example by setting up a working party of BA and House Group representatives). This will meet as necessary with Project Officers to explore, discuss and comment on options and receive updates.
- BA meetings and Sub-Committee meetings will provide an opportunity for Project Officers to give updates.
- If it is possible, Project Updates will be included in the BA Newsletter.
- If a survey is planned as part of the consultation, the BA will be consulted on its methodology.

Target: Residents' Representative Groups

- Information will be made available on: www.cityoflondon.gov.uk/barbicanestate
- There will be project updates put up on notice boards in lift lobbies in communal areas of the Barbican Estate.
- If a specific group of affected Residents can be identified (e.g. a specific bloc), Letters will be sent.
- Drop-in Sessions will be held in the Residents Meeting Room so Residents can speak to Project Officers.
- There will be email broadcast to residents on the database held by the Barbican Estate Office (which has over 1200 residents who have agreed to receive updates on projects/services).
- We will look to include residents from adjacent areas, particularly Golden Lane, Milton Court, Roman House, etc. if appropriate.

Target: Users

- Notices will be placed on affected sites.
- For large works— street scene improvement schemes, we will use display modules or 'Pods' to attract attention of users of areas affected, if it is practicable and useful. We will locate these on affected sites, and they will have information or images of end-products so users can visualise what it is proposed.
- We will use Social Media (Twitter, Facebook) to enable users to give feedback easily. We will for example have QR Barcode on signage to allow bypassers to scan web addresses and find out more information

STAGE 4 – Reporting on the Outcome of Consultation Exercise ↩

Report to BRC with a Resolution from RCC
Communication Plan for dissemination among residents

YOU SAID, WE DID reports to Barbican Association (for dissemination among Members and House Groups) and displayed on notices on affected sites, noticeboards and on www.cityoflondon.gov.uk/barbicanestate. In certain circumstances the City of London Corporation may wish to hold feedback meetings.

Feedback needs to be on a 'YOU SAID, WE DID' format. Any changes resulting from the consultation need to be explained in detail as well as any significant comment which, for practical reasons, could not be taken on board.



Reports to other Committees in accordance with Projects Approvals Procedure, etc., including a summary of consultation undertaken.

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Glossary of Terms

Barbican Residential Committee (BRC). A City of London formal Committee established to address landlord issues. Comprised solely of elected CoL Members.

Barbican Estate Residents Consultation Committee (RCC). Comprising a representative from all 21 House Groups, a rep from the Barbican Association General Council. This Committee see all non-confidential papers 2 weeks or so in advance of them being received by the BRC. There are a number of Working Parties including Service Level Agreement, Gardens Advisory Group, Asset Maintenance, Beech Gardens Landscaping.

Barbican Association General Council (BA, also BAGC). This is a recognised Tenants Association with elected Common Councilmen and Aldermen prohibited from Chair or Deputy Chair of the BA. All 21 House Groups are represented and the Council acts on behalf of the occupiers of the approx. 2000 dwellings on the estate. There are a number of sub committees including Licensing, Planning, Security, Communications, Sustainability, Access.

Barbican Occupiers Users Group (BOUG). An officer from the City Surveyor's service is currently chairman of this group which includes representatives of the Barbican Estate office, Local Schools , Barbican Centre, Department of Built Environment, Open Spaces and RCC representative.

House Group Committees. Some 21 House Group Committees, most of which are recognised Tenants Association. There is varying activity among House Groups, which means that consultation solely among House Group Committees cannot be relied upon always to reach all residents. They are however an important part of the Barbican governance structure.