

APPENDIX 2

Barbican Estate – Lease Enforcement short-term holiday lets Action Update – August 2015

Action	Audience	Frequency	Dates	Content	Comments
Stage 1 Leaseholder Enforcement Letter	All leaseholders (including absentee landlords)	Quarterly	June 2015	Registering subtenants, short-term lets, pets, wooden flooring	
Stage 2 Leaseholder Enforcement Letter	Leaseholder	As required subject to detail of any evidence	July 2015 (1)	Short-lets (relevant 3 restrictions in the lease): <ul style="list-style-type: none"> • possible invalidation of COL's buildings insurance • nuisance to other occupiers • using the property to carry out a business rather than a private dwelling 	
Stage 3 Leaseholder Enforcement Letter	Leaseholder	As required subject to detail of any evidence			
Workshop	RCC members	As required	July 2015	<ul style="list-style-type: none"> • presentation (legislation changes, legal advice, how short-term lettings work) 	

				<ul style="list-style-type: none"> defining the problem (worries, concerns, evidence, differences to normal 6 monthly subletting, VFR) resolving the issue (what residents, BEO, House Groups, BA, RCC can do) 	
Email broadcasts Email bulletins	Resident database of 1,400	As required	August 2015 (update)	Updates Sharing evidence	
Liaise with House Groups	21 House Groups	As required		Updates Sharing evidence	
'10 reasons to not' document	Leaseholders			<p>Examples:</p> <ul style="list-style-type: none"> invalidating their insurance (both private contents and landlord buildings) fire safety (increasing risks associated with people using appliances in an unfamiliar environment) risks of possible flooding flats below not being covered by insurance security of the building 	

Staff briefings	Estate Concierge Lobby Porters	As required	August 2015	<ul style="list-style-type: none"> • RCC Workshop Presentation • Defining the problem • RCC members thoughts on resolving the issue • Feedback from Estate Concierge, Lobby Porters as to 'what could BEO do' to provide them with guidance document 	
Monitoring websites	Short-term holiday let websites	Weekly	Weekly	Researching for regular reported repeat offenders	