

BERCC/ BRC Action Tracker- Work In Progress November 2023 (those items shaded green to be removed from future trackers)

Title	Date Added	Committee	Pending Actions BRC	Pending Actions RCC	Action Owner	Due Date	Update For committee
Barbican Highwall – Planned Maintenance of the Public Realm	Mar-20	RCC		This relates to additional funding for the walkways, for the inspection and maintenance of various items, i.e., smoke vents, surface water drainage system, railings, planters, benches, and signage. There are currently no funds available, but Officers will continue to review if there are any savings to progress any of these works.	Michael Gwyther-Jones	SOS Q3 2025  Completion Q4 2027	Detailed design is on programme for completion by June 2024 following which tenders will be invited for the waterproofing and landscaping works for Barbican Podium Phase 2. When the tenders have been received and evaluated a Gateway 5 Report will be presented to committee for approval.
Energy Update	Sep-22	RCC and BRC	A progress report was requested regarding the energy audit		Emma Bushell	Aug 24	PCMG were instructed April 2024 to undertake an energy audit for the Barbican Estate.  Emma Bushell and PCMG met with resident representatives shortly after had a productive kick off meeting ensuring all parties understood what the objective of the review and desired output from stakeholders was.  The next scheduled meeting with PCMG is Monday 17 <sup>th</sup> June and we anticipate their full audit will be complete by August 2024.
Lambert Jones roof	Nov-22	BRC	Residents do not feel they should bear any additional costs in terms of delays.		Dan Sanders & Damon Ellis	TBD	Resident Representatives have now met with Daniel Sanders and Damon Ellis to discuss the current situation and ongoing maintenance of the roof, downpipes, and drainage systems.  These meetings were useful, and the BEO is committed to ensuring we are properly maintaining these systems on a periodic basis.  BEO has agreed to review 1 roof as a sample to see since the last works how the drainage systems etc are holding up and design + launch an appropriate planned preventative maintenance regime.  The PPM regime will attribute a reasonable service chargeable cost. leaseholders are reluctant to pay any additional charges relating to works borne out of poor or non-existent prior maintenance to date contributing towards additional works.
Minutes from previous meeting (May-23)	Sep-23	RCC (item 3)		A summary of role and responsibilities of resident engineers to be shared with the committee	Transformation Board	TBD	The Transformation Board is leading on this.
2022-23 Revenue Outturn for Dwellings Service Charge Account	Sep-23	BRC/ RCC	1.The Chair asked if the next meeting of the Committee could be sighted on the information on service charges sent to residents; redacted for data protection	1. Service Charge Report Format.  2. Regular meetings with Ben Jonson House Representatives.  Balcony Repairs – Value for Money.	Anne Mason  Pam Wharfe  Eoin Doyle		RCC Answers : 1. Beever and Struthers are in the later stages of their audit and have been to the BEO office 3 times. They have been provided access to City systems and Sharepoint as well as spot checking payslips an staff documents.

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			as necessary. The Chair suggested an informal session with officers in respect of service charges, before the December meeting, by way of a training session for Members.				<p>2. Monthly meetings taking place with Ben Jonson House representatives. Damon Ellis continues to work closely with BJH and they are making progress.</p> <p>Works to water penetration and balconies are ongoing and good progress is being made in terms of the progression of lot 3 "water penetration" in line with our procurement timeline.</p>
Barbican Estate Window Repairs/ Replacement Report	Sep-23	BRC/ RCC	A weblink which would provide access to the completed surveys would be provided in the coming weeks.	3.	Graham Sheret	TBD	<p>3. Temporary repairs being undertaken to prevent water ingress and further deterioration in the next 18 – 24 months whilst permanent repairs specified and undertaken. Consultant tender to be issued by 01.03.24</p> <p>Progress continues to be made and we are confident we are still on track with our procurement timelines in relation to securing a permanent repairs contact.</p> <p>Dan Sanders and Damon Ellis continue to lead on matters of PPM to ensure proper management of the assets moving forward and will do so with the support of the programme board.</p>
Barbican Estate Redecoration Programme 2020 -25	Sep-23	BRC		<p>1. The RCC had asked for a more comprehensive cost report and the Assistant Director advised that this would be circulated with the Draft RCC minutes.</p> <p>2 . In response to a question about Bunyan Court's internal works, the Assistant Director agreed to investigate and feed back to Members</p>	Jason Hayes	June 24	Full report from AD within June RCC and July BRC documents.
Barbican Estate Major Works Five-Year Asset Management Programme		resolution RCC, 4th Sept, agreed by BRC, 11 September	Programme Board to be set up for governance of this project.	<p>The Head of Major Projects advised that the outstanding responses had been formulated to the Asset Management Working Party and would be shared with Members of the RCC and BRC.</p> <p>1. Outstanding comments and questions detailed in minutes of 4th Sept need to be answered before work begins.</p> <p>2. Preliminary work to be undertaken, involving resident nominees, to establish a formal Programme Board of stakeholders; terms of reference; authority framework, programme/project management methodology etc, taking expert advice as necessary, before any other work on the programme begins.</p>	Jason Hayes	June 24	<p>Items will be included in the Major Works Progress Update Report which will be presented to November Committee</p> <p>Terms of Reference for the new Programme Board have been agreed and the first meeting scheduled for late June</p>

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Barbican Estate Office Review	Sep-23	BRC	The transformation action plan would be a standing agenda item brought to both committees in the future. The action plan will include timelines and milestones of workstreams.		Dan Sanders	November	Verbal updates from Dan Sanders including proposal for wider reporting/communication from the transformation board to all leaseholders moving forward.
Repairs and Maintenance Procurement Update	Sep-23	BRC/ RCC	<ol style="list-style-type: none"> <li>1. Reports that will be taken the governance process to be presented for information to RCC/BRC.</li> <li>2. The AD of Housing will engage with all to understand the issues and ensure the new specifications suit the BEO. A dedicated Senior Quantity surveyor to overseeing the process. Timeline &amp; milestones and residents views be circulated to wider committees by 11th Oct.</li> </ol>	<ol style="list-style-type: none"> <li>1. The RCC has requested a written report of the verbal update that was given at the meeting.</li> <li>2. It was agreed a time-line of the procurement would be provided to the next meeting.</li> </ol>	Michael Gwyther-Jones	June 2024	<p>Special meeting held in May on this topic.</p> <p>All on track in terms of procurement timeline.</p>
Window Cleaning Contracts	Sep-23	BRC	<ol style="list-style-type: none"> <li>3. A joint panel was requested for the mobilisation of contract.</li> </ol>		Damon Ellis	Nov 24	There were some issues around whether Parkers employees had LGPS ( London Government Pension Schemes )prior to TUPE as this needed to be clarified before we finalised the PT3 stages and move to the SQ Stages. Procurement are now satisfied as none of the Parkers employees will be carrying over any LGPS so they are set to go to tender 1 <sup>st</sup> July.
Antisocial Behaviour of the Barbican Estate	Sep-23	BRC	A more detailed report would be presented to the RCC/ BRC at their next committee meeting		Dan Sanders	Aug 24	First draft of the leaflet was shared with the subcommittee chair Barbican Estate security committee and we have received comments back we are working through.

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Brandon Mews Canopy	Sep-23	BRC	The committee would receive a full report at the next meeting BRC.		Dan Sanders	Sep -2024	Discovery report was presented by Rosalind in March and Dan Sanders has informally met chair of Brandon Mews since and held a positive informal conversation. A more formal meeting to discuss the matter will be arranged for initial discussions to take place with a view to make progress in time for a September committee report.
Blake Tower	Sep-23	BRC	The committee would receive a full report at the next meeting BRC/ RCC		JF		JF to provide a verbal update for Blake tower.
Breach of Lease Protocol	Sep-23	BRC	Members noted a full report for the upcoming committees in November / December		Helen Davinson		Verbal update on progress.
AOB/ Notice of Intention		BRC	Leaseholders will have the opportunity to inspect tender documents for agency staff contract. The Governance process is via Finance Committee but reports would also be presented to BRC/RCC for information. Whilst accepting this is not a BRC Decision, the Chair asked for the Committee to be better informed on such matters in the future. The Chair also encouraged full engagement from residents.		Dan Sanders	TBD	Will update verbally on progress.