

## Outstanding and Completed Action Points

No	Date Raised	Action	Responsibility	Original Due Date	Current Due Date	Progress
1	Nov 22	<b>Lambert Jones Roof:</b> Leaseholders met with AD in December 24 and contracts manager is currently working with the incoming waterproofing contractor (Elkins) to establish a plan.	D Sanders E Doyle via MWPB	01-Apr-25	01-Jun-26	Several drainage works have taken place over the past couple of months at LJM and whilst the issues are not all fully resolved progress is being made to ensure the systems are unblocked and functioning. To be completed by June 2026.
2	04/09/2023 (Minute 9)	<b>Barbican Estate Redecoration Programme 2020-25:</b> It was noted at the SLWP there was still some work to be done and the action was for Dan Castle and Dan Sanders to pro-actively reach out to all chairs and create a final snagging document to be presented to committee in May 2025.	D Sanders D Castle via SLWP	31-May-25	30-Nov-25	Dan, Dan and Eoin are reviewing the final account and retention arrangements. Issues are still noted at Willoughby, Speed, Gilbert and Bunyan. We are also due to bring a report to November Committee on the S&M costs for the project. The "wash up" finance report has now been prepared, it has not been scrutinised enough to bring to this RCC/BRC but will be in time for April 26
3	04/09/2023 (Minute 10)	<b>Barbican Estate Major Works Five-Year Asset Management Programme:</b> The new Head of Property Services alongside the contracts manager have been tasked with producing a 25- year capital expenditure plan which will have a detailed focus on the next 5 years and a longer term assessment of the remainder. We are working with the MWPB to deliver this in Summer 25. It will enable better planning for the BEO and it will be published to support leaseholders personal financial planning.	D Sanders E Doyle via MWPB	01-Sep-25	30-Nov-25	The plan is within the agenda pack for this meeting (Nov-25) The resident facing versions will be prepared for the April 26 meeting
4	25/04/2024 (Minute 13)	<b>Antisocial Behaviour on the Barbican Estate:</b> The Executive Director agreed to investigate whether the policy for HRA properties could be applied to the Barbican Estate.	D Sanders	28-Apr-25	01-Apr-26	This work had been postponed due to the ongoing reactive repairs situation. It is still vitally important and will be picked up by the new Head of Resident Services supported by the Director. The deadline for the anti-social behaviour policy was deferred to 2nd quarter of 2026.
5	25/11/2024 (Minute 3)	<b>Barbican App:</b> The status of the Barbican App to be included in the action tracker also and further details regarding the number of residents on the mailing list to be incorporated	D Sanders	28-Apr-25	30-Nov-25	We are piloting in TMH at the end of January with a view to roll out estate wide late feb/early march (see director report for detail)
7	02/09/2024 (Minute 13)	<b>Asbestos:</b> The Assistant Director confirmed that a full report would be brought to Committee at a future meeting detailing costs and who was liable for them and how this project affected other ongoing projects on the Barbican Estate most particularly the fire door replacements programme and meter installations.	D Sanders via MWPB	01-Jan-25	30-Nov-25	Please see project tracker.
8	25/11/2024 (Minute 4)	<b>Repair Invoices:</b> Asked if leaseholders would receive an invoice for any repairs undertaken and the Assistant Director would review if this was possible to ensure positive collaboration with leaseholders continued.	D Sanders via RepCom	01-Jan-25	30-Nov-25	All repairs reports are now up to date and issued to House Group Chairs.

9	25/11/2024 (Minute 6)	<b>Service Charge Outturn Report:</b> A Member asked for further clarity on the £575,172 difference listed for general repairs and the Assistant Director agreed to investigate further since there could be multiple contributing factors which could explain this figure.	D Sanders via SCWP	01-Apr-25	30-Nov-25	Proposed Closed. Report received a last meeting.
10	25/11/2024 (Minute 7)	<b>Purchase Power Agreement:</b> The Member asked if credit(s) attributed to non-residential blocks were used to offset estate expenditure and officers agreed to investigate further and provide clarity to Members on which switch rooms had been credited.	D Sanders via RepCom	01-Apr-25	30-Nov-25	Nov-25 The Purchase Power Agreement (PPA) non-consumer blocks were still being assessed. This is still being reviewed.
12	25/11/2024 (Minute 16)	<b>Apportionment Review:</b> Officers confirmed that an apportionment review shall be incorporated, and its findings shall be reported back to the Committee.	D Sanders via SCWP	01-Dec-25	02-Dec-25	Commitment is noted in the Property Director Report within this agenda pack.
13	03/02/2025 (Minute 5)	<b>Repair Orders:</b> A Member noted that the report on repairs orders showed that there were five houses in one quarter which had significantly more orders than the rest. The Assistant Director agreed to follow up outside of the meeting but recognised that there were various reasons why certain blocks may have disproportionate orders.	D Sanders via SLAWP	01-Aug-25	30-Nov-25	All repairs data has now been shared with House Chairs and SLWP.
14	03/02/2025 (Minute 7)	<b>Tower Lifts:</b> A Member asked why the replacement of lifts at Cromwell Tower was £20,000 cheaper compared to other lift replacements. The Assistant Director agreed to investigate further, however attributed this decrease to a lift component. A Member asked whether Grants for improving disabled access were available and whether this could be classed as a landlord improvement. The Assistant Director agreed to investigate further.	D Sanders via MWPB	01-Apr-25	01-Apr-27	Proposed Closed.
15	03/02/2025 (Minute 9)	<b>Brandon Mews Canopy:</b> The Assistant Director provided the Committee with an update regarding an options appraisal and impact assessment of the canopy which was to be conducted by Avanti. This was proposed to be City Funded, however any work resulting from this appraisal would be based upon Avanti recommendations.	D Sanders via MWPB	01-Aug-25	30-Nov-25	Initial meeting with Avanti took place in December 25. Officers and Avanti are working on follow ups to be issued ASAP. Meeting was well received by MWPB and BM leaseholders.
17	03/02/2025 (Minute 18)	<b>Heating Study:</b> The Assistant Director asked for volunteers from Shakespeare Tower, Defoe House and Speed House for the Barbican Heating Study.	D Sanders	01-Aug-25	01-Apr-26	Officers advised that the heating survey was continuing and that, to ensure that there was as much supplementary data as possible, more volunteers would be sought in the blocks currently being reviewed and, perhaps, in some other blocks as well.
18	03/02/2025 (Minute 19)	<b>Charges for Support Services:</b> The Assistant Director stated that the percentage allocations and rationale for these figures were not provided but the Chamberlain's Department were undergoing a full review which would be submitted to the Service Charge Working Party and then the RCC.	D Sanders via SCWP	01-Aug-25	30-Nov-25	These charges have been removed for the 26/27 budget and broken down adequately for review. A retrospective looking meeting with the SCWP will be booked in for Feb.
19	03/02/2025 (Minute 19)	<b>Repair Costs:</b> The Assistant Director provided assurance that the new structure would be cost-neutral or lower than the pre-Altair costs (adjusted for changes to pay scales) and a full comparison would be brought to the Committee upon conclusion of the consultation period.	D Sanders via SCWP	01-Sep-25	30-Nov-25	Assurance provided at the SCWP and can be seen in the 26/27 budget presentation.

20	28/04/2025 (Minute 5)	<b>Reporting Committee:</b> Members noted the ambition to increase the Reporting Committee's transparency. It was suggested that measures to support this would include circulating the Committee's minutes to the House Group Chairs and stopping the use of REPCOM as an acronym for the Committee.	D Sanders <b>Via RepCom</b>		30-Nov-25	Full reports within this agenda pack and commitment all minutes and actions will be published on the website of the CoL
21	28/04/2025 (Minute 6)	<b>Governance Review:</b> Members differed on whether the bodies in scope and contained within the definition "Residents' Consultative Committee and its subsidiary fora" should be also listed. It was suggested that the view of BRC should be sought.  Members thought that the definition "Freeholder (City of London Corporation)" should be expanded to state "Freeholder / Landlord (City of London Corporation)" to ensure that it encompassed all residents.  It was felt that, <i>inter alia</i> , the regular meetings between the Assistant Director and all House Chairs should be re-instated.	D Sanders <b>Via RepCom</b>		30-Nov-25	Review commisioned by BRC and kick off meeting due in late Jan 26
22	28/04/2025 (Minute 7)	<b>Repairs &amp; Maintenance Update:</b> Members felt that it would be more helpful for the following areas to be mentioned explicitly in the principles committed to by the BEO, by which the current repairs and maintenance contract would be managed: <ul style="list-style-type: none"><li>ensuring there was no charge for duplicate repairs</li><li>ensuring that the repairs process was compliant with statutory obligations, including Section 20 consultation requirements</li><li>ensuring there were no charges to leaseholders which should rightfully be the Landlord's</li></ul> Members also suggested that there should be clarification at the outset of any works as to whether the costs would be included in the service charge or not.  Officers agreed to expand the list and also undertook to update the reference to carrying out works in a 'timely manner' so that this provided more precise information on timings.	D Sanders <b>Via RepCom</b>		30-Nov-25	Update within agenda pack.
23	28/04/2025 (Minute 9)	<b>Tower Lifts Projects:</b> Members noted that the project had repeated a previous exercise (and had come to similar conclusions). Officers advised that they felt the review had been necessary, but would discuss the areas of duplication with the Resident Steering Group.  Officers, in reply to a question on whether they had appropriate data to provide details of breakdowns and the costs of their repair, undertook to bring a cost benefit analysis to the Committee in due course.  Officers agreed to amend the Terms of Reference of the Barbican Towers Lift Project Resident Steering Group to include a member of the Major Works Programme Board.	D Sanders <b>via MWPB</b>			Will Roerts has taken ownership and held meetings with the working group alongside Eoin Doyle and things are progressing well. The tender docs for consultants are being drawn up.

24	28/04/2025 (Minute 9)	<b>Lifts Projects:</b> A report on the terrace lifts would be brought to the Committee in September, incorporating the lessons learnt from the tower lift project.  At the request of some Members, officers agreed to circulate the consultant's reports on the individual lifts to the House Group Chairs for dissemination as they see fit.	D Sanders <b>via MWPB</b>			Propose Closed as reports have been issued.
25	28/04/2025 (Minute 10)	<b>Brandon Mews Canopy:</b> Officers agreed to provide an offline briefing regarding work undertaken to date and leaseholder engagement in respect of the Brandon Mews Canopy.	D Sanders			Propose Closed as same as action 15.
26	28/04/2025 (Minute 11a)	<b>Ombudsman:</b> Members heard that the Working Party felt that the Housing Ombudsman was a more appropriate body for the Barbican Estate Office than the Property Ombudsman. The Working Party also felt the cost of joining should be borne by the landlord. Officers advised that they would suggest to the Barbican Residential Committee that the proposal should be withdrawn.	D Sanders	31-May-25	N/A	Proposed Closed
27	28/04/2025 (Minute 11b)	<b>Garden Advisory Group:</b> The Working Party Chair agreed to consult with residents in the appropriate podium flats on the proposals in respect of the Speed House lawn.	J Durcan	03-Nov-25	03-Nov-25	Proposed Closed
28	28/04/2025 (Minute 12)	<b>Action Tracker:</b> The next iteration of the action tracker would include the door fireproofing project.	D Sanders	01-Sep-25	N/A	Proposed Closed
29	02/09/2024 (Minute 6)	<b>Fire Doors:</b> There was some confusion as to which doors were going to be replaced with the Assistant Director confirming that it was both the doors and the units surrounding the doors which shall be replaced. However, the Assistant Director was unsure whether the windows beside the Fire Doors situated in Andrews House and similar blocks would be replaced and agreed to investigate and provide an update at the next meeting.  The Assistant Director agreed to liaise with the Project Manager to identify which doors shall be self-closing since a Member highlighted a potential security risk.	D Sanders <b>via MWPB</b>		03-Nov-25	See Project Tracker.
30	25/11/25	<b>2024/25 BARBICAN ESTATE SERVICE CHARGES ACTUALS:</b> Future budgeting processes would be strengthened by scrutiny of the Service Charge Working Party and Reporting Committee, and the next budget be broken down by Planned Preventative Maintenance activity to provide a more detailed understanding of overspend and underspend.	D Sanders			The SCWP happened on the 13th January and was positive. The report for the 26/27 budget is in this committee pack and provides a much more granular breakdown than previous years.
31	25/11/25	<b>REPORT OF MAJOR WORKS PROGRAMME BOARD:</b> A Member raised concerns about the poor drainage on the high walks and asked for an update on the status of this work. Officers responded that an update on this work was not included in this report as it is not managed through this Committee, however an update would be provided at the next meeting.	D Sanders			Verbal update to be provided by the director on 26th Jan

32	25/11/25	<p><b>Barbican Estate Office – Organisational Chart:</b> There was discussion on the status work on the use of carparks for alternative purposes, with Members noting it had been continuing for a long time. Officers advised they had received legal advice about what was permitted by the lease arrangements which they would share with the Committee. Officers also updated Members about the commencement of a carpark utilisation study. Abandoned vehicles had now been removed, and officers anticipated returning to the Committee early next year with a proposal to commission a desktop study to look at a range of considerations, including the condition of the carparks.</p>	D Sanders			The legal advice was shared with members of the BRC the day after the committee.
----	----------	--	-----------	--	--	--