

Appendix 1

“You Said We Did” - Action List – November 2013

Issue	Officer	Action Date
Customer Care		
Communications <ul style="list-style-type: none"> • Minutes of Working Parties & Barbican Occupiers User Group to be available on website – Working Party page set up - minutes to be loaded November • Publicise election of new Chairmen – next December Barbicanews • Formal Q&A Annual Residents meeting – BEO reviewing for Winter 2013/14 • Inductions for new RCC members – RCC Chair setting up an Information Pack with BEO 	Helen Davinson Michael Bennett	On-going December November
Revenue Outturn Report <ul style="list-style-type: none"> • What is criteria for carry forwards from previous underspends & explanation of carry forwards, capital charges & separation of service charge budgets – Members presentations November 	Mark Jarvis	November
Service Charge Schedules <ul style="list-style-type: none"> • Query re IRS system total 	Anne Mason	
Residents Survey <ul style="list-style-type: none"> • BEO to consider annual survey due to success of online survey & show comparative data in next survey • Advertise out of hours service - next December Barbicanews 	Helen Davinson	May 2014 December
Estate Services		
Services <ul style="list-style-type: none"> • Litter outside Gilbert House particularly at weekends – Cleaning Manager monitoring standards of cleaning at weekends on the podium & to review in December • Willoughby/Speed Car parks – clarification of areas relating to Heron & blocking Bin Store areas – on-going discussions 	Michael Bennett Helen Davinson	December On-going
Property Maintenance		
Background Underfloor Heating System		
Working Party <ul style="list-style-type: none"> • Email broadcast to residents inviting volunteers to join working party – Working Party set up - first meetings 8/29 October – next scheduled 21 November – minutes to RCC/BRC & interim email broadcast 	Michael Bennett	Completed
St Giles Terrace Drains <ul style="list-style-type: none"> • Review blocked drains - October 	Helen Davinson	Completed
SLA Review <ul style="list-style-type: none"> • Wooden planters at Cromwell & Lauderdale Place in disrepair to be replaced with concrete – orders raised mid October – delivery of project in New Year • Irrigation at Ben Jonson Place to be reinstated or hand- watering of plants to be recharged to Barbican Arts Centre. 	Helen Davinson City Surveyors	January

Major Works		
<p>Concrete Testing for the low rise blocks</p> <ul style="list-style-type: none"> The concrete consultants in their report on the Towers recommended that a programme of checks and tests be carried out on the low rise blocks. Following expiry of the S20 notice period, orders have been placed for both Breton House and Mountjoy House. Following installation of abseiling anchors to both blocks during the latter half of October, the survey works started at Breton House in November. The anticipated start of survey works at Mountjoy House will be from w/c 16 December, due to restricted access above the school playground. <p>Completion of concrete repairs to the tower blocks</p> <ul style="list-style-type: none"> Lauderdale and Shakespeare Towers have been completed and the remaining works are on programme to be completed by the end of 2013. 	Christopher Bate/ Karen Tarbox	On-going
<p>Beech Gardens</p> <ul style="list-style-type: none"> Query re H& S platform on top of turrets The metal grilles to Stairwells E, F and G were installed during the recent reglazing works for health and safety in order to (1) prevent unauthorised persons who might decide to climb onto the stairwell roof from falling approximately 14m down the drum, which terminates at car park level, and (2) provide a potential access platform for future maintenance of the turret glazing. Following a site discussion with Planning Officers, the grilles have been finished in black paint. 	Christopher Bate	Completed
Department of Built Environment		
<p>Podium Tiling</p> <ul style="list-style-type: none"> An alternative stair edging is being developed using a grooved tile, matching what appears to be the original design, that incorporates yellow finish material into the grooves. The City's Head of Access has agreed in principle that this would be acceptable, subject to review of a trial area. Tiling review required for ramp at Alban Gate, upper podium above Arts Centre & Defoe Place - priorities are Ben Jonson Highwalk, Defoe Place - to be carried out over next few months. 	Karen Tarbox/Helen Davinson Property Services and Highways	On-going On-going
<p>Barbican Area Streetscene Enhancement Works – St Giles Terrace/Ben Jonson Highwalk</p> <ul style="list-style-type: none"> A consultation framework for schemes in and around the Barbican Estate will be consulted on with the Barbican Association 	Michael Bennett	On-going
Barbican Arts Centre		
<p>Barbican Exhibition Hall 1 – Proposed Tenant - London Film School (LFS)</p> <ul style="list-style-type: none"> The City has yet to reach agreement on lease terms with LFS. We expect this to be completed during November 2013. City has agreed funding for the enabling works required to provide the tenancy space for the LFS. 		

<p>This will include works to relocate the Barbican Centre Marketing Department & works to re-provide engineering services to the retained spaces in ExHall1 and Exhall2</p> <ul style="list-style-type: none"> • The enabling works are planned to take place during 2014, will be subject to subject to committee approvals and planning permission. • With the completion of the enabling works in December 2014 we now expect the LFS to take over the space & commence their fit out works in early 2015. • We will be consulting with residents as the programme develops 	Michael Bennett	On-going
City Surveyors		
<p>Frobisher Crescent Update on heating system</p> <ul style="list-style-type: none"> • Update re any outages/current health checks/future maintenance to Frobisher Crescent House Group 	Michael Bennett	Completed
<p>Contact: Michael Bennett, Barbican Estate Manager – 020 7029 3923 – barbican.estate@cityoflondon.gov.uk</p>		