

**Minutes of the Asset Maintenance Working Party 11<sup>th</sup> Nov 2024.**  
**Virtual on Google Meets**

Attendee	Initials	Organisation
Tam Pollard	TP	Chair - Resident
Henry Irwig	HI	Resident
Randall Anderson	RA	Resident, CC
Jim Durcan	JD	Resident, Deputy Chair RCC
Fiona Lean	FL	Resident,
Margarita Chiclana	MC	Resident
Helen Hudson	HH	Resident, Service Charge Working Party
Matthew Dendy	MD	Resident
Jane Northcote	JN	Resident, Minute Taker
Dan Sanders	DS	Assistant Director Barbican Estate
Dan Castle	DC	Contracts Manager Barbican Estate
<b>Apologies</b>		
Ted Reilly	TR	Resident
Christopher Makin	CM	Resident, Alderman Aldersgate

Item	Key Discussion & action points	Action
1.	<b>Minutes of the meeting of 25<sup>th</sup> July 2024 and Matters Arising</b> The Minutes of the meeting were approved.	
2.	<p><b>Forward Works Programme</b></p> <p>The Major Works Programme Board is set up but has only had a few preliminary meetings, due to the departure of the Head of Property Services.</p> <p>The way the Major Works Programme board interacts with the AMWP and the BEO Reporting Committee is still being worked out. There will be Task and Finish groups, including residents, for projects with an end-date, for example the Lifts contract.</p> <p>The Major Works Programme Board will be presented with a plan for future Major Works at the next meeting (November 28<sup>th</sup>) and reports will then go to the RCC.</p> <p>For the time being the engineers report to Dan Castle. Recruitment is in progress for a new Head of Property Services.</p>	<p>SJ/TP</p> <p>DS</p> <p>DS</p>
3.	<p><b>Windows – Repairs and Replacement.</b></p> <p>There will be a request to next RCC/BRC for £80K funding via the service charge for consultancy fees and project management. This will be to create specifications in preparation for the tenders for repair and replacement. Ben Jonson, Bunyan and John Trundle will be used as examples for the specs, which will apply to all terrace blocks. Repairs and replacement are still on track to start April 2025.</p> <p>This current proposal is for terrace blocks only, not towers. Terrace blocks are 80% of the windows problems. Tower blocks will be subject of later proposals.</p> <p>In parallel there is a separate conversation about historic repairs failures and the implications for future charging or potential restitution.</p>	<p>DS</p> <p>SJ / DS</p>

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4.	<p><b>Hot Works.</b>  Hot Works will not be used in future. Elkins have won the contract for Lot 3, Waterproofing, subject to approval by Court of Common Council. They will not be using Hot Works. Cold works are considered to be better value, more effective and have stronger warranties.  This item is now resolved and will be removed from future agendas.</p>	TP
5.	<p><b>Redecorations.</b>  The remaining blocks are Frobisher, Speed, Brandon Mews and Gilbert.  In Frobisher there are reports of existing leaks which should be repaired before the redeco starts. MD undertook to get information about leaks to DC after the Frobisher House Group meeting on Dec 6<sup>th</sup>. DC will then ensure that leaks are repaired before works start, which is due to be March/April 2025.</p> <p>DC will instruct K&amp;M McLoughlin (manager: Sean Wakefield)</p> <ul style="list-style-type: none"> <li>- Do not paint front doors until you have an appointment</li> <li>- Do not leave exit doors open for extended periods and certainly not overnight</li> </ul> <p>DS will consider the case for employing an in-house painter and decorator: there may be a cost saving since the time between redecs might be extended if there is interim touching up. DS will consider this, and present a paper to AMWP. This is part of the overall strategy on preventative maintenance.</p> <p>For the next round of redecorations there will be conversations with House groups:</p> <ul style="list-style-type: none"> <li>- There will be a conversation about how smooth the finishes should be. Some of the poor finish is down to poor work by K&amp;M McLoughlin. But in some cases, a smoother finish involves taking it down to the bare metal due to the number of coats which have been applied over the years. This is more expensive. Different Houses may have different views on whether they wish to pay for this work to get the better finish.</li> <li>- In addition there are areas of low wear and tear which do not need redecoration.</li> <li>- This conversation needs to start soon (next year) to allow sufficient time to inform the next redecorations contract.</li> </ul>	<p>MD/DC</p> <p>DC</p> <p>DS</p>
6.	<p><b>Fire Signage.</b>  Fire Risk Assessments are going on now.  Before the next AMWP DS expects to have physical mock-ups of the new signs ready for inspection. These new versions respond to feedback and concerns about the aesthetics and the wording on previous Fire Signs. Arrangements will be made for members of the AMWP to inspect the mock-ups before or during the next meeting which may be in person.</p>	<p>DS</p> <p>TP/DS</p>
7.	<p><b>Fire Doors.</b>  A timeline for the Fire Doors was presented at the September RCC.  The design takes into account the feedback received from residents.  In Jan/Feb 2025 there will a sample new door installed in Lauderdale ready to be viewed.  The aim is that residents will not be able to tell the difference between the three doors on that floor: the new one will be almost indistinguishable from the old ones.</p>	DS

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8.	<p><b>Tower Block Lifts.</b></p> <p>The new lift consultant ILECS is assessing all 80 lifts on the estate. 8 are currently out of service. By the end of March every lift will have a detailed report and recommendations for action. The report on the Tower lifts is done.</p> <p>A lift update went out to residents on 11<sup>th</sup> Nov which indicates how the new consultants should enable residents to be better informed on the current status of lifts and the actions in place to address problems which arise.</p> <p>The BEO is working on management of critical spares of some parts to reduce lead times when failures occur. Work on lift replacement / refurbishment will be prioritised according to the risk of failure, the condition of the lift, and how critical it is for residents.</p> <p>Starting Jan 2025 the BEO will go to market for a lift maintenance contractor, as Guideline's contract ends.</p>	DS
9.	<p><b>Historic Roof Repairs Survey.</b></p> <p>All actions for immediate repairs arising from the Langley survey have been done. There remain some capital works, these will be subject of paper to AMWP next time.</p> <p>This week DS will circulate the Langley report of 2017 indicating what remains to be done.</p>	DS
10.	<p><b>Garchey.</b></p> <p>Deferred to next meeting in the absence of TR.</p>	TR DS
11.	<p><b>Repairs Systems and Trends.</b></p> <p>In June/July DS issued a report to the RCC listing 32 issues with the Civica system which handles repairs.</p> <p>Most of these are now resolved. DS issued a further report in October detailing this progress. He will send both these reports to the AMWP members.</p> <p>This means that data from Civica are now more reliable. This has helped the work of the Service Level Working Party, and can be used to investigate trends, for example. Officers will continue to provide verbal updates until trend reports are available to AMWP.</p> <p>While the main problems on the estate are related to water penetration other trends are beginning to emerge and will be reported on.</p>	DS
12.	<p><b>Any Other Business</b></p> <p><b>Asbestos, subject of recent Section 20 notice.</b></p> <p>DC confirmed that only the asbestos which is damaged, and therefore dangerous, is being addressed. Undamaged asbestos is being left in position.</p> <p>The Section 20 notice relates only to work in relation to damage, and wear and tear: it is therefore a service charge matter.</p> <p>Dates for future meetings and minute takers:</p> <ul style="list-style-type: none"> <li>• Next meeting: Monday 13<sup>th</sup> January 2025.</li> <li>• Future minute takers: Christopher, Henry, Jim, Margarita, Matt, Randall, Ted</li> </ul>	