**Project Monitoring Committee**

**Open Actions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Date Raised** | **Action** | **Responsible** | **Status**  | **Update** | **Date Closed** |
| 1 | 15.12.16 | NPH to issue Contractor plans for staff parking when contract is awarded to the PMC | NPH | Open | Ongoing, Contractor to be appointed in June |   |
| 21 | 02.03.17 | PF to raise concerns with DCC Parks Department in relation to narrowed path at MISA Hoarding. | DCC | Open | Action Item updated refer to minutes of 01.06.17 |  |
| 26 | 02.03.17 | DCC Planner to be invited to address committee on planning procedures | DCC  | Open | Ongoing |  |
| 28 | 27.04.17 | DCC to check if resident parking permit applications can be fast-tracked and if it is possible to extend premium parking bands to local area. | DCC | Open | Ongoing |  |
| 29 | 27.04.17 | DCC to check with community section in relation to Ceannt Fort parking requirements | DCC | Open | Ongoing |  |
| 34 | 27.04.17 | DCC to check on Sunday working permits and acceptable hours of work | DCC | Open | Ongoing |  |
| 35 | 27.04.17 | NPHDB Community Benefits Officer to be invited to the July PMC Meeting | NPH | Open | To be moved to September Meeting |  |
| 36 | 01.06.17 | NPHDB to issue letter to residents of O’Reilly Avenue confirming that any damage caused by works to their properties will be made good. | NPH | Open |  |  |
| 37 | 01.06.17 | NPHDB to co-ordinate with BAM on additional security measures for the boundary of O’Reilly Avenue houses. | NPH | Open |  |  |
| 38 | 01.06.17 | Zonal Mapping Workshop to take place on 22nd June 2017 | Resident Reps | Open |  |  |
| 39 | 01.06.17 | NPH to request BAM to issue a 6 month works schedule to Future Analytics. | NPH | Open |  |  |
| 40 | 01.06.17 | Connect to be issued to residents along with the phone number cards | NPH | Open | *Issued week commencing 5th June* |  |
| 41 | 01.06.17 | 3 Month Look Ahead to be issued to residents | NPH | Open |  |  |
| 42 | 01.06.17 | NPH to issue copies of monitoring documents for dust, noise and vibration to Atkins. | NPH | Open | *Issued* |  |
| 43 | 01.06.17 | NPH/DCC to review status of SRC/Suir road junction alterations  | NPH/DCC | Open | *Applied for as part of the Construction Management Plan* |  |

**Closed Actions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Date Raised** | **Action** | **Responsible** | **Status**  | **Update** | **Date Closed** |
| 17 | 26/01/17 | Zonal mapping – timelines and deadlines to be issued and focus groups to be completed | Resident Reps | Closed |  | 27.04.17 |
| 18 | 26/01/17 | Service level agreement for the hotline to be issued to Resident Reps | NPH | Closed | This is now available on the PMC web page | 27.04.17 |
| 19 | 02/03/17 | Resident Reps to review CV’s for ITA and revert back | Resident Reps | Closed |  | 27.04.17 |
| 20 | 02/03/17 | NPH to check with BAM on if all Condition Surveys have been issued (Post meeting note: all outstanding reports issued Friday 03/03/17) | NPH | Closed | Issued 03.03.17 | 27.04.17 |
| 22 | 02/03/17 | RE to go live with the PMC Website Page live  | NPH | Closed | PMC web page went live on 11th April 2017 | 27.04.17 |
| 23 | 02/03/17 | Resident Reps to confirm their preferred candidate for role of Community Facilitator | Resident Reps | Closed | Complete | 27.04.17 |
| 25 | 02/03/17 | NPH to check the effects of vibration from ground works on house alarms | NPH | Closed | Complete | 27.04.17 |
| 27 | 02/03/17 | MG to update committee with summary of planning for NCH | NPH | Closed | Complete | 27.04.17 |
| 2 | 15/12/16 | Meeting with Residents and DCC to explore possible resolutions to the parking current issues. | Resident Reps/ DCC | Closed | Refer to Section 3, 2nd March Minutes | 27.04.17 |
| 13 | 26/01/17 | NPH to issue long/short list and scoping document to Resident Reps | NPH | Closed | Docs sent 20.01.17 | 02.03.17 |
| 14 | 26/01/17 | MG to make contact with shortlist companies to gage interest in the ITA position | NPH | Closed | Complete | 02.03.17 |
| 15 | 26/01/17 | Resident Reps to review long/short list of company and revert back to GM by 3rd February | Resident Reps | Closed | Response received on 03.02.17 | 02.03.17 |
| 19 | 26/01/17 | Confirmation to be issued in relation to hoarding on Mount Brown | NPH | Closed | Confirmation sent 27.01.17 | 02.03.17 |
| 4 | 15/12/16 | NPH to issue architecture of zonal mapping | NPH | Closed | Issued by EOR 22nd December 2016 |  22/12/16 |
| 5 | 15/12/16 | Meeting with Emer Dolphin and Residents for Community Facilitator role | Resident Reps | Closed | Complete | 26/01/17 |
| 6 | 15/12/16 | ITA Document to be issued to Resident Reps for review by their Advisors | NPH | Closed | Issued by EOR 16th December 2016 | 16/12/16 |
| 7 | 15/12/16 | Update of ITA Document to include engagement with residents | NPH | Closed | Complete | 26/01/17 |
| 8 | 15/12/16 | Issue list of potential companies on DCC Framework for the tender to NPH | DCC | Closed | Complete | 26/01/17 |
| 9 | 15/12/16 | NPH to check if the same helpline number will used for the lifetime of the project | NPH | Closed | Complete | 08/02/17 |
| 11 | 15/12/16 | NPH to give a breakdown on compliance of planning conditions | NPH | Closed | Complete | 26/01/17 |
| 12 | 15/12/16 | Circular to Mount Browne & Faulkners Terrace on works around energy centre | NPH | Closed | Complete | 26/01/17 |
| 10 | 15.12.16 | Letter of confirmation to be sought from DCC that the commencement notice is in order | DCC | Closed | DCC to put commencement notice up on their website | 01.06.17 |
| 16 | 26.01.17 | Community Facilitator to be invited to attend PMC meetings when appointed | Resident Reps | Closed | Billy Walsh attended the meeting | 01.06.17 |
| 24 | 02.03.17 | Laminated hotline phone number cards to be ordered and distributed to residents  | NPH | Closed | Will issue with the next Connect update on 05.06.17 | 01.06.17 |
| 30 | 27.04.17 | MG to review dust levels and window cleaning with BAM | NPH | Closed | Window cleaning will start on week commencing 05.06.17 | 01.06.17 |
| 31 | 27.04.17 | Atkins to be invited to next PMC meeting | NPH | Closed | Atkins attended the meeting | 01.06.17 |
| 32 | 27.04.17 | Scope of work to be agreed for Community Facilitator | Resident Reps/NPH | Closed | Scope agreed | 01.06.17 |
| 33 | 27.04.17 | Future Analytics to be invited to present at next meeting | NPH/Resident Reps | Closed | Future Analytics met with residents and NPH on 01.06.17, see section 7 of minutes | 01.06.17 |
| 36 | 27.04.17 | DCC to check if planning conditions documents submitted by NPH can be made available on DCC website. | DCC | Closed | See Action 10. | 01.06.17 |