

What margin needs done, by whom, by when

The month's reported actions, owners, target dates and escalation flags. The log supports Cockpit follow-up; completion-rate bases and the retention-to-exposure mapping remain unresolved. It is not a reconciliation of every companion figure.

CLIENT

Meridian M&E Ltd

PORTFOLIO

8 contracts · £14.2m

REFERENCE

MER-MAL-P7

PERIOD

April 2026 · Month 7

PREPARED BY

BuiltAI Intelligence Ltd

STATUS

● 3 overdue

Illustrative example: fictional project and parties.

14

Open actions this period

3

Overdue, escalated

8

Closed from the March log

73%

Reported rolling 3-month rate, basis unresolved

01

SUMMARY

Fourteen open, three overdue

The April log holds 14 open actions: 6 carried and 8 raised this month; 8 March-log actions closed during April. The reported 73% rolling rate is retained, but its denominator and cohort are not supplied. Three commercial actions are overdue and escalated, with revised target dates in the first week of May.



THE THREE OVERDUE ACTIONS

All three are commercial and need Commercial Director involvement: the Riverside FM application reformat, the Cathedral Quarter QS query response, and the Kingsferry Crossing re-measure claim approval. Each has been escalated with a revised target inside the first week of May. They are the same names that carry the aged WIP and the below-target margin.

02

RHYTHM

The operating rhythm, six months

Reported counts by month. Carried actions have held at 6 since February and overdue has risen from 0 to 3. Completion percentages are unreconciled: no common denominator, eligible cohort or rolling-rate method is provided, so they are not recalculated from opened/closed counts.

MONTH	OPENED	CLOSED	CARRIED	OVERDUE	REPORTED RATE
November	9	8	2	0	89%
December	7	6	3	1	75%
January	11	7	4	1	64%
February	10	8	6	2	67%
March	11	8	6	2	73%
April	8	8	6	3	73%
6-month	56	45	.	.	72%

COUNTS ARE USABLE; RATE BASIS IS UNRESOLVED

The six rows total 56 opened and 45 closed. The retained 72% six-month, 73% rolling and monthly percentages have unprovided cohorts and denominators; do not treat them as a validated completion trend or substitute 45/56. The rising overdue count remains a review prompt.

03

REGISTER

Owners and open actions

The open actions by owner, overdue first. Workload sits with the commercial team; the three overdue items are drawn out at the top.

ACTION	CONTRACT	OWNER	DUE	STATUS
Reformat and resubmit the rejected application	Riverside FM	K. Hughes	02 May	● Overdue
Respond to the QS rate query, 3 valuations	Cathedral Quarter	J. Palmer	05 May	● Overdue
Approve and submit the re-measure claim	Kingsferry Crossing	C. Dean	06 May	● Overdue
Value and certify March and April work	Kingsferry Crossing	J. Palmer	12 May	● Open
Review and, if approved, raise the unclaimed variations	Cathedral Quarter	K. Hughes	09 May	● Open
Progress evidence for the £93k invoice holds	Portfolio	R. Barker	16 May	● Open
Chase the Cathedral scope sign-off for CNI release	Cathedral Quarter	K. Hughes	14 May	● Open
Agree the Docklands BMS variation value	Docklands Phase 2	J. Palmer	19 May	● Open
Roll out same-day daywork capture on site	Portfolio	M. Taylor	23 May	● On track
Reconcile the Whitmore variation into the cost ledger	Whitmore Tower	J. Palmer	08 May	● Open
Resolve the £126k QS query and valuation delays	Portfolio	J. Palmer	19 May	● Open
Submit the Bluewater lighting variation	Bluewater Tower	K. Hughes	21 May	● Open
Review the reported £91k retention allocation for May billing	Portfolio	R. Barker	30 May	● On track
Prepare the May board pack and decision briefs	Portfolio	K. Hughes	04 May	● On track

14 open · 3 overdue · 8 closed in April

73%

The reported £91k retention action is unreconciled: Blockers assigns £91k to normal billing and £79k to sign-off/retention. A distinct retention balance is not supplied. The owner must reconcile the action-to-exposure mapping before treating it as billing-ready or adding it to another total.

Every open action has one owner and a target date. Review weekly; escalate items more than five working days overdue or worth more than £25k. Dates and status chips describe planned actions, not confirmed entitlement, billing, collection or net-margin improvement. The register's retained 73% has the same unresolved rate basis above.

Reference MER-MAL-P7

Period April 2026, Month 7

Basis Open action register, all owners