

## **LANCASTER WEST REFURBISHMENT PROGRAMME BOARD**

**16<sup>th</sup> January 2020**

### **AGENDA**

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**Venue:** Unit 1, Baseline Studios

**Date:** 16<sup>th</sup> January 2020

**Time:** 17.30 -19.00

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**Membership:** Cllr Kim Taylor -Smith (Chair), Cllr Robert Atkinson, Cllr Judith Blakeman, Cllr Marwan Elnaghi, David O'Connell, David Ward, Susan Al Safadi and Abbas Dadou

**In attendance:**

Doug Goldring, Director of Housing Management; James Caspell, Neighbourhood Director; Elpida Andreou, Programme Manager; Desmond Zephyr, Head of Community Development; Monika Lee, Head of Property Services; Yasmin Bakali, Property Project Officer; Alejandra Castillo, Project Support Officer; Laura Williams, MHCLG; Steve Mellor, Head of Finance

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**Agenda Items**

**Officer presenting**

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|---|----------------------------|
| 1. Introductions & Apologies  | Kim Taylor-Smith           |
| 2. Minutes & Actions from last board meeting<br>Appendix Action I   | Elpida Andreou             |
| 3. Overall Programme<br>Appendix A                                  | Elpida Andreou             |
| 4. Procurement Update<br>Appendix B                                 | Elpida Andreou             |
| 5. Finance Update<br>Appendix C                                     | Elpida Andreou             |
| 6. Engagement update<br>Appendix D1, D2, D3, D4, D5                 | James Caspell              |
| 7. Void refurbishment and Local Lettings Plan<br>Appendix E1 and E2 | Monika Lee / James Caspell |
| 8. HomeSwitch Proposal<br>Appendix F                                | James Caspell              |
| 9. Sustainability Update<br>Appendix G                              | Shaun Haden / Phoebe Cole  |
| 10. Community Development Update<br>Appendix H                      | Desmond Zephyr             |