

## **LANCASTER WEST REFURBISHMENT PROGRAMME BOARD**

### **23<sup>rd</sup> July 2020**

#### **AGENDA**

**Venue:** Unit 1, Baseline Studios

**Date:** 23 July 2020

**Time:** 17.30 -19.00

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

#### **Officer and invitees:**

Doug Goldring, Director of Housing Management; James Caspell, Neighbourhood Director; Andros Loizou, Programme Manager; Desmond Zephyr, Head of Community Development and Partnerships; Monika Lee, Head of Property Services; Yasmin Bakali, Assistant Project Manager; 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. Appendix A - Minutes & Actions from last board meeting | James Caspell    |
| 3. Programme Update                                       |                  |
| Appendix B - Procurement Update                           | Monika Lee       |
| Appendix C - Overall High-Level Programme                 |                  |
| Appendix D - Refurbishment and Sustainability Tracker     | Sharon Davies    |
| Appendix E - Estate Improvement Project Delivery Tracker  | James Caspell    |
| Appendix F - Sustainability Programme                     | Shaun Haden      |
| Appendix G - Sustainability Feasibility Update            |                  |
| 4. Financial Update (Appendix H)                          | James Caspell    |
| 5. Engagement Update - Top 10 Open House Completion       | Desmond Zephyr   |
| Appendix I – Top 10s Big Reveal!                          |                  |
| Appendix J – Camelford Open House Report                  |                  |
| Appendix K – Eastside Walkways Prioritisation Report      |                  |
| Appendix L – TGH and Morland Open House Report            |                  |
| Appendix M – Morland Prioritisation Report                |                  |
| Appendix N – Talbot Grove Prioritisation Report           |                  |
| Appendix O – Video Door Entry Pilot Report                |                  |
| 6. Internal refurbishment, voids and Local Lettings Plan  |                  |
| Appendix P - Voids Dashboard                              | Monika Lee       |
| Appendix Q - Local Lettings Plan Dashboard                | James Caspell    |
| 7. Community Development                                  | Desmond Zephyr   |
| Appendix R - Community Development Dashboard              |                  |
| 8. Any other business                                     |                  |