

## LANCASTER WEST REFURBISHMENT PROGRAMME BOARD

### 28th October 2020

#### AGENDA

**Venue:** Unit 1, Baseline Studios and Microsoft Teams

**Date:** 28 October 2020

**Time:** 17.30 -19.00

**Board 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

#### Officers and invitees:

---

Doug Goldring, Director of Housing Management; James Caspell, Neighbourhood Director; Andros Loizou, Programme Manager; Desmond Zephyr, Head of Community Development and Partnerships; Shaun Haden, Head of Strategic Programmes & Innovation; Sharon Davies, Programme Delivery Lead; Yasmin Bakali, Assistant Project Manager; Alejandra Castillo, Project Support Officer; Elisabeth Lambrou, National Management Trainee; Liam Tedds, MHCLG; Laura Williams, MHCLG; Megan Cheyney, MHCLG; Steve Mellor, Head of Finance.

<b>Agenda Items</b>	<b>Officer presenting</b>
1. <b>Introductions &amp; apologies</b>	<b>Kim Taylor-Smith</b>
2. Appendix A - <b>Minutes &amp; Actions</b> from last board meeting	<b>James Caspell</b>
3. <b>Programme Update</b> Appendix B – Programme and Procurement Update Appendix C – Overall Programme <i>Presentation</i> – Detailed Design Stage Appendix E – Refurbishment Project Delivery Tracker Appendix F – Sustainability Update	<b>Andros Loizou</b> <b>Andros Loizou</b> <b>James Caspell</b> <b>James Caspell</b> <b>Shaun Haden</b>
4. <b>Financial Update</b> (Appendix G)	<b>James Caspell</b>
5. <b>Engagement Update</b> Appendix H - Heating and Hot Water Pilot	<b>Desmond Zephyr</b>
6. <b>Internal refurbishment, voids and Local Lettings Plan</b> Appendix I – Internal Refurbishment and Sustainability Tracker <i>Presentation</i> – Internal Refurbishment Launch	<b>Sharon Davies</b> <b>Sharon Davies</b>

Appendix K – Local Lettings Plan Dashboard

**James Caspell**

**7. Community development and social value**

Appendix L – Community Development Dashboard

**Desmond Zephyr**

**8. Any other business**