

Housing & Property Services Sub-Committee Meeting

Tue 25 May 2021, 18:00 - 20:00

Virtual

Agenda

18:00 - 18:05 **1. Apologies and Declarations of Interest**

5 min

Information *Chair*

18:05 - 18:10 **2. Minutes of Housing and Property Services Sub-Committee 23rd February 2021**

5 min

Decision *Chair*

 02 - Draft Minutes of February meeting.pdf (4 pages)

18:10 - 18:15 **3. Matters Arising / Outstanding Actions**

5 min

Information *Chair*

18:15 - 18:45 **4. Annual Return on The Charter**

30 min

Decision *Housing Services Director*

Presentation - Open Session for all Board members to approve the Charter return. The presentation will focus on this years submission with comparison to the previous years performance levels.

 04.0 Draft Annual Return on the Charter 2020 2021 For Approval.pdf (55 pages)

18:45 - 19:00 **5. Policy Reviews**

15 min

Decision *Housing Services Manager/Property Services Manager*

 05.0 Policy Reviews.pdf (4 pages)

5.1. Factoring Policy

Decision *Property Services Manager*

 05.1 Factoring Policy Review 2nd Draft.pdf (14 pages)

5.2. Repairs Policy

Decision *Property Services Manager*

 05.2 Reactive Repairs Policy Review 2nd Draft.pdf (15 pages)

5.3. Rechargeable Repairs Policy

Decision *Property Services Manager*

 05.3 Re-chargeable Repairs Policy - 2nd Draft.pdf (7 pages)

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5.4. Shared Ownership Policy

Decision *Housing Services Manager*

📄 05.4 043 - Shared Ownership 2021 2nd Draft.pdf (8 pages)

19:00 - 19:10 **6. Lettings Plan 2021/2022**

10 min

Decision *Housing Services Manager*

📄 06.0 Lettings Plan Covering Report 2021-2022.pdf (2 pages)

📄 06.1 Lettings Plan 2021-2022 1st Draft.pdf (8 pages)

19:10 - 19:20 **7. Rewire Contract Tender Report**

10 min

Decision *Property Services Manager*

📄 07.0 Rewire Contract Procurement Report.pdf (4 pages)

19:20 - 19:30 **8. Housing Services Managers Report**

10 min

Information *Housing Services Manager*

📄 08.0 Housing Managers Report.pdf (4 pages)

📄 08.1 HM Report Appendix 1 - Performance Info.pdf (1 pages)

19:30 - 19:40 **9. Property Services Managers Report**

10 min

Information *Property Services Manager*

📄 09.0 Property Managers Report.pdf (7 pages)

19:40 - 19:45 **10. Health and Safety - Verbal Update**

5 min

Information *Housing Services Manager/Property Services Manager*

19:45 - 19:50 **11. AOCB & Meeting Reflection/Feedback**

5 min

Chair

19:50 - 19:50 **12. Date of Next Meeting - 31st August 2021 @ 5:30pm via Zoom**

0 min

Information *Chair*

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