Robin Pellow
Head of Democratic & Legal Services

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Date: 20 October 2011

To: All Members of the LANDLORD SERVICES PARTNERSHIP SPECIAL INTEREST GROUP

Membership of the Landlord Services Partnership Special Interest Group (SIG)

Waverley Borough Council	Tenants' Panel Representatives
Cllr Keith Webster (Chairman)	Mrs Jane Rawlings (Vice-Chairman)
Cllr Maurice Byham	Mr Rod Anderson
Cllr Patricia Ellis	Mr Ralph Anwar
Cllr Peter Isherwood	Mr Brian Ekins
Cllr Diane James	Mr David Jackson
Cllr Jennifer O'Grady	Mrs Samantha Johnson
Cllr Chris Storey	Mrs Christine North
Cllr Andrew Wilson	Mrs Kathleen Hall

Dear All

A Meeting of the LANDLORD SERVICES PARTNERSHIP SPECIAL INTEREST GROUP will be held as follows: -

DATE: MONDAY 31 OCTOBER 2011

TIME: 7.00 PM

PLACE: COMMITTEE ROOM 1, COUNCIL OFFICES, THE BURYS, GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

MARY ORTON

Chief Executive

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AGENDA

1. MINUTES

The minutes of the meeting held on 11 July 2011 are attached at Appendix A.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. DISCLOSURE OF INTERESTS

To receive from members declarations of personal and prejudicial interests in relation to any items included on the agenda for this meeting in accordance with the Waverley Code of Local Government Conduct.

4. NEW HEAD OF HOUSING

Chairman to advise the SIG on the appointment of the new Head of Housing.

5. MATTERS ARISING FROM LAST MEETING

At the last meeting of the SIG the members raised a number of questions regarding the Decent Homes Funding and the Solar PV Panel project. The questions and answers are attached at Appendix B.

6. HOUSING SERVICE COMPLAINTS REPORT

To receive at Appendix C details of complaints received by the Housing Service during the period April 2010 to March 2011.

7. HOUSING MANAGEMENT REPORT 2010/11

To receive at Appendix D a report that provides information on the number, type and outcome of housing management cases to identify trends and specific areas for concern.

8. PHOTOVOLTAIC PANEL PROJECT

To receive an officer update and presentation on the current position.

9. MAINTENANCE PROCUREMENT PROJECT

To receive an officer update and presentation on the current position.

10. NEXT MEETING

The next meeting is scheduled to take place at 7pm on 23 January 2011.

11. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded during the meeting during consideration of the following item on the grounds that it is likely, in view of the nature of the business transacted or the nature of the proceedings, that if members of the public were present during the item there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraphs of Part I of Schedule 12A to the Local Government Act 1972 (to be identified, as necessary, at the meeting)

12. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

For further information or assistance, please telephone Maureen Brown, Democratic Services Officer, on extension 3492, 01483 523492 or maureen.brown@waverley.gov.uk