

LEASE - The Leasehold Advisory Service

Minutes of the Board Meeting held on Tuesday 19th January 2021 online via Microsoft Teams

Present:

Wanda Goldwag (Interim Chair) (WG), Steve Jackson (SJ) and Victoria Elvidge (VE)

In attendance:

Anthony Essien (Chief Executive) (AE), Nicolette Davis (ND) (Note taker)

Observer: Sandra Simoni (SS)(MHCLG)

1. 2021/01/1 Welcome and apologies for absence

1.1 There were no apologies for absence.

2. 2021/01/2 Declarations of interest

2.1 WG declared that she is an advisor to Smedvig Venture Capital; a lay member of the QC appointments panel; a Non-Executive Director of the Royal Free London NHS Foundation Trust; Chair of the Financial Conduct Authority's Consumer Panel; an Associate Non-Executive Director at Whittington Health NHS Trust. She is also the Independent Panel Chair of the Modification Panel for the Joint Office of Gas Transporters.

2.2 SJ declared that he is a member of the Audit Committee of Southway Housing Trust, a not-for-profit charitable organisation that is regulated by the Regulator of Social Housing. SJ makes the comment for the record as alongside its main social housing rental activities, it is also a freeholder that has dealings with leaseholders through their low-cost home ownership activities.

2.3 VE declared that she is Chairing the Social Sector (Building Safety) Engagement Best Practice Group.

2.4 VE, SJ and AE all declared that they are long leaseholders.

3. 2021/01/3 Confirmation of the Minutes of the Board meeting held on 18th November 2020

3.1 The Minutes of the Board meeting held on 18th November 2020 were approved as a true and accurate copy.

4. 2021/01/4 Matters arising and action points from previous meetings

4.1 The Board noted the paper and requested that management:

- Clarifies with the Welsh Government its policy on the timing of its grant payments;
- Contact the First Tier Tribunal to co-ordinate the best way for LEASE to receive tribunal decisions; and
- Ensure that all third-party information on the website is up to date. **(ACTION: AE)**

5. 2021/01/5 Chair and Chief Executive's Report

5.1 The Board noted the paper and requested that management:

- Contact the Law Society and request the signposting content it uses to alert its members that LEASE is a resource for lay customers; and
- Review the website content with Samuel Smith to ensure all current information is captured. **(ACTION: AE)**

6. 2021/01/6a Performance Report to December

6.1 The Board noted the paper and AE updated the Board that he will meet with MHCLG's Park Homes policy official on 27th January 2021. **(ACTION: AE)**

7. 2021/01/7a Finance Report to December

7.1 The Board noted the report.

8. 2021/01/8a Future Work Plan and Meeting Dates

8.1 The Board approved the work plan.

8.2 AE notified the Board that at the Board's July meeting he would provide an oral report on June as the July meeting is on Monday 5th July. **(ACTION: AE)**

9. 2021/01/8b Any Other Business

9.1 There being no further business the meeting ended at 1:08pm.

Next Board meeting date and time: Tuesday 23rd March 2021 at 12.30pm online via Microsoft Teams

A handwritten signature in black ink, consisting of a stylized 'W' followed by a large loop and a horizontal tail.