

LEASE - The Leasehold Advisory Service

Minutes of the Board Meeting held on Tuesday 24th January 2023 online via Microsoft Teams

Present:

Wanda Goldwag (Interim Chair) (WG), Victoria Elvidge (VE)

In attendance:

Anthony Essien (AE), Nicolette Davis (Note taker)

Observer: Ed Pitchforth (EP) Daisy Williams (DW) (both DLUHC)

1 2023/01/1 Welcome and apologies for absence

1.1 There were no apologies for absence.

2 2023/01/2 Declarations of Interests

2.1 WG declared that she is an advisor to Smedvig Venture Capital. She is also the Independent Panel Chair of the Modification Panel for the Joint Office of Gas Transporters; and Chair of Nuclear Transport Solutions. Chair of the International Nuclear Service Japan KK..

2.2 VE declared that she is the Chair of the Social Sector (Building Safety) Engagement Best Practice Group.

2.3 VE and AE declared that they are long leaseholders.

3 2023/01/3 Confirmation of the Board meeting held on 16th November 2022

3.1 The Minutes of the Board meeting held on 16th November 2022 were approved as a true and accurate copy.

4 2023/01/4 Matters arising and action points from previous meetings

4.1 The Board noted the paper.

5 2023/01/5 Chair and Chief Executive's Report

5.1 The Board noted the paper.

6 2023/01/6a Performance Report

6.1 The Board noted the paper and suggested that AE resume answering customer enquiries. **(ACTION AE)**

7 2023/01/7a Finance Report to December

7.1 The Board noted the paper.

8 2023/01/8a Work Plan and meeting dates

8.1 The Board approved the current dates and directed that the July Remuneration Committee meeting is brought forward to May. **(ACTION AE)**

9 2023/01/8b Any Other Business

9.1 DW confirmed that she would be in attendance at the Accounting Officer- Senior Sponsor meeting on 27th January 2023 as the finance business partner representative.

9.2 There being no further business the meeting ended at 12:10.

Next meeting date and time: Tuesday 21st March 2023 at 11:50, venue to be confirmed.

