


Meeting	Development & Strategic Investment Sub Committee		 Shropshire Towns and Rural Housing
Date	Wednesday 24 th April 2024		
Time	2.00pm – 4.00pm		
Location	Teams Meeting / Mount McKinley – Atria		
Present:			
<u>Members</u>			
Charlotte Burrows CB	Personal Assistant (Minute Taker) (STAR)		
Harpreet Rayet HR	Managing Director (STAR)		
Andrea Martin AM	Board Co-optee (STAR)		
Emma Webster EW	Head of Development (CDL)		
Emily Swinerton ES	Senior Finance & Governance Manager (CDL)		
Jenny Daisley JD	Clienting Officer (SC)		
Paul Weston PW	Board Co-optee (STAR)		
Steve Robinson SR	Board Member (STAR)		
James Woods JW	Chair of Development & Board Member (STAR)		
Tom Forty TF	Operations Director (STAR)		
Lucy Heath LH	Clienting & Commissioning Manager (SC)		
Yordan Tolev YT	Tenant Board Member (STAR)		
<u>1.</u>	<u>Apologies</u>	Action	
	JW suggested each member introducing themselves as the committee had some new members. No apologies.		
<u>2.</u>	<u>Declarations of Interest</u>		
	No declarations of interest declared		
<u>3.</u>	<u>Approval of Minutes of Meeting Held on the 14th February 2024 and Matters Arising</u>		
3.1	HR should have shared assumptions on Abovo appraisal will pick this up after the meeting. Previous spreadsheet breakdown of funding position in development plan.	HR - June 2024	
3.2	CDL structure has been circulated – close action. Who wants to be part of development appraisal session?		
3.3	To arrange a demonstration of the abovo system, including JW, AM and JD	EW – Summer 2024	
3.4	Resolved the HRA Coton Hill issue.		
<u>4.</u>	<u>Development, Sustainability and Strategic Investment Update</u>		

4.1	HR suggests HR & EW talk through the development section & TF talks about the strategic and HR to discuss the finance section.	LC - June 2024
4.2	EW gave a development update – Hill Top House has been handed over & Aspen Grange is to be handed over next month.	
4.3	PR event for Hill Top House tomorrow afternoon & Racecourse Crescent has been in the news this week. EW runs through what the intentions are for both schemes.	
4.4	Replacement contractor for Racecourse Crescent– tender to complete the work ongoing, an option for STAR Housing to manage this directly was considered but was not viable due to the LABC issue. Works should commence during Q3.	
4.5	Fairfield Close will go to tender next month, very close to getting VP. Resubmit IMS claim, meeting with Homes England next Tuesday HR outlined some of the issues we've had, taking possession of the property. HR hands over to TF, aware of challenges. Update – 3 residents April last year, all 3 have mental health challenges with extensive support. Eviction planned for the remaining resident in early June. Some important lessons have been learnt from the previous eviction.	
4.7	Russell Close is currently on hold, review of cost plan against today's prices.	
4.8	Hamer Hill – planning submission July 24 th . Sites in feasibility stage.	
4.9	70 Castle Foregate is with Derek Evans the employers agent, it is likely we will consider a direct award via a framework due to timing associated with the refurbishment and the requirement for it to be available during the winter.	
4.10	Green Acres – waiting for environment permit application, cost estimate will need to be revised.	
4.11	CDL have accepted offers on Ellesmere and Oaklands, valuations to back up offers then to release heads of terms. 4 units are all bungalows. Report to be issued to STAR Housing and CDL Board Action board approval for both purchases to be issued to the STAR Housing Board to consider the development appraisal for Oaklands and Ellesmere.	
4.12	SR has asked how many garages have we got in total?	

	<p>The review will tell us, possibly 200 garages, are we leveraging the income, 50% aren't rented at all. Consultation with what the public would want. HR stated we haven't increased rents for 7/8 years; they aren't big enough to store a vehicle. Estates Officer, coming to strengthen and improve commercial properties.</p> <p>HR – shared the Development and Strategic Investment business plan spreadsheet on the screen. This will now be used to share current and future development activity.</p> <p>Action: Development and Strategic investment plan to be presented at each sub committee</p> <p>LC & TF are working on a NPV model to allow more informed financial decisions.</p> <p>JW – efforts that have gone into this aplicated, are we including as part of the board pack? HR – agreed.</p> <p>This document will develop and evolve.</p>	DJ - June 2024
5.	<u>Shared Ownership Update</u>	
5.1	<p>EW gave an overview the report</p> <p>The first tranche share percentage is higher then originally forecasted.</p> <p>Affordability challenges in the shared ownership market remain due to interest rate rises and lenders view on risk.</p> <p>EW stated the process to get sales over the line is difficult due to the issues within the conveyancing marker.</p> <p>SR asked are we getting useful data and learning from this? What's the most popular areas & property types? HR we are getting data and there is a clear preference for 2 and 3 bedroom homes in Shrewsbury.</p>	

<u>6.</u>	<u>Strategy Approval: Asset Management & Development Strategy</u>	
6.1	This was approved by all. HR gives an overview of the report. We'll be looking at securing more funding through the HRA. Not changed significantly since last meeting. Our properties are decent and safe. Quality, safety, and energy efficiency remain the main objectives.	
6.2	JW – no questions, all approved.	
<u>7.</u>	<u>LAHF Update</u>	
7.1	CDL properties will complete by end of June, few conveyancing things to enable sales by 30 th June.	
<u>8.</u>	<u>SHAP Overview</u>	
8.1	A claim was made for Coton Hill House, refurb met deadline to claim the grant. Weston Court to be able to find replacement, submitted firm bid to be claimed in December.	
8.2	HR has a meeting with Tracey Darke to look at opportunities and anything on the councils disposal list?	
<u>9.</u>	<u>Sustainability Action Plan Update – Wave 2.2</u>	
9.1	LC confirmed that SHDF was successful in Albrighton.	
9.2	On site work doesn't need to be complete but the grant funding part needs completing this financial year to drawdown on funding. JW asked that LC keep the committee updated. JW – big step up from what we've done previously, tight timescales, potential negative impact on tenant satisfaction. JW advised that we listen to feedback. Tenants to be happy and satisfied is the most important factor. LC to look at the full delivery plan as an ongoing programme.	
<u>10.</u>	<u>Procurement Investment Plan Update</u>	
10.1	TF gave an over overview of the paper and explained that STAR have bought in a company for the next few months, GBS Procure, they specialise in social housing. They are looking at roofing, heating & electrical, some of the larger contracts. Alongside procurement, they will strengthen the contract register also working with the HOCS.	
10.2	SR asked when will we get hardwiring data effectiveness of GBS? TF responded with reasonably soon, KPI's measuring GBS on, value for money, savings they've delivered and cost and satisfaction measures.	
10.3	Currently being undertaken is a review of the DLO, the area of crossover is materials and fleet? The role out of changes needs to happen structurally so not hitting DLO in lots of different ways, support around voids and repairs.	
10.4	YT mentioned that a review of the condition of the shed areas & communal areas needs completing.	

10.5	LC to reach out to look at stock condition of these items looking at gardens and outhouses & sheds as part of the stock condition surveys.	
<u>11.</u>	<u>AOB</u>	
	No AOB	
	Meeting Started – 2.06pm Meeting Closed - 3.29pm	

Action Log Development Sustainability and Strategic Investment Subcommittee New and On-going				
Action Ref	Owner	Date to be Completed	Action & Update	Completed/ Ongoing
01 Abovo Papers	HR	24/04/2024	HR agreed to reshare the papers/assumptions on Abovo software with the committee members after the meeting.	Ongoing – HR to share after this meeting
02 Coton Hill and Castle Foregate	HR	24/04/2024	HR agreed to share a breakdown of the funding mix once the Development and Strategic Investment Plan was completed.	
03 Parish Rooms Update	HR	11/03/2024	Parish Rooms – Approval of the scheme to be presented at the next Board meeting	Completed – 11/03/2024
04 Internal Development Structure	HR	14/02/2024	HR to circulate the presentation after the meeting	Completed – 24/04/2024
05 Abovo Training	All	24/042024	Abovo training session to be carried forward to the Spring	Ongoing – needs to be booked in

06 Tricass Construction	HR	24/04/2024	Full update to be given to DSSI once position confirmed	Ongoing – update within the main report
07 Coton Hill HRA	HR/RK	24/04/2024	HR & RK to discuss the details are accurately recorded in the Business Plan as the Coton Hill moves from General to HRA.	Completed – 24/04/2024
08 Shared Ownership	HR/DH	24/04/2024	HR agreed that future papers will include details on Shared ownership properties	Completed – 24/04/2024 Papers submitted for DSSI
09 SHDF Funding Bid	TF	24/04/2024	TF to share an update on the grant funding.	Completed – 24/04/2024 Paper submitted for DSSI
10 Corporate Plan and Strategies	HR/TF	11/03/2024	Corporate Plan to be presented to Board in March with proposed supporting strategies	Completed – 11/03/2024
11 Business Plan Presentation	RK	11/03/2024	Presentation to be circulated to committee members after meeting and final model to be presented to Board in March.	Completed – 11/03/2024