

AGENDA

Housing Influence Panel Meeting

The Glebe, Linwood Crescent, Eastwood, NG16 3HD

Wednesday 8 October

Time: 10:00am to 12:15pm

Timing	Agenda Item
9:45 – 10:00	Refreshments and Panel Discussion
10:00 – 10:05	Housekeeping, Apologies & Introductions
10.05 – 11:05	Andy Culshaw, Change Delivery Manager. Review of the Housing Influence Panel • What are our Strengths? • What are our Weaknesses? • What shall we Change?
11:05 – 11:15	BREAK
11:15 – 12:00	Housing Influence Panel - Terms of Reference - Ground Rules - Code of Conduct - Topics for the Agenda
12:00 – 12:15	Panel and Engagement Admin - Energy Efficiency Funding - Book date to Scope next Scrutiny topic - Engagement Update - Winter Housing Magazine - January Party!
Next Meeting Wednesday 12 November 10am – 12:15pm Council Offices, Foster Avenue, Beeston, NG9 1AB	

Ground Rules for Meetings

Follow these few rules to help ensure meetings run smoothly and are successful

- ✓ Stick to the agenda
- ✓ Raise your hand and wait for the Chair to invite you to speak
- ✓ Only one person is permitted to speak at a time
- ✓ Do not talk to others while anyone else is talking
- ✓ Listen to others without interrupting
- ✓ Make constructive and positive contributions
- ✓ Keep your comments concise and relevant
- ✓ Treat all others fairly, courteously and with respect
- ✓ Ensure everyone has the opportunity to contribute
- ✓ Raised voices, abusive or inappropriate language will not be tolerated
- ✓ Personal or individual issues must be raised outside of the meeting
- ✓ Only items on the agenda will be discussed, unless approval has been given by the Chair prior to the meeting starting
- ✓ Work together for the benefit of all residents

If you fail to follow these Ground Rules for Meetings you may be asked to leave the meeting

Please refer to the Code of Conduct, which fully sets out expectations of involved residents