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To: Cllr Ian Dunbar (Chairman)

Councillors: Helen Brown, Geoff Collett, David Cox, Ron Davies, Adele Davies-Cooke, Mared Eastwood, Veronica Gay, Ray Hughes, Dennis Hutchinson, Brian Lloyd and Kevin Rush

17 February 2021

Dear Sir/Madam

**NOTICE OF REMOTE MEETING**  
**COMMUNITY, HOUSING & ASSETS OVERVIEW & SCRUTINY COMMITTEE**  
**TUESDAY, 23 FEBRUARY, 2021 at 10.00 AM**

Yours faithfully

Robert Robins  
Democratic Services Manager

Please note: Due to the current restrictions on travel and the requirement for physical distancing, this meeting will not be held at its usual location. This will be a remote meeting and 'attendance' will be restricted to Committee Members. The meeting will be recorded.

If you have any queries regarding this, please contact a member of the Democratic Services Team on 01352 702345.

# A G E N D A

## 1 **APOLOGIES**

**Purpose:** To receive any apologies.

## 2 **DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)**

**Purpose:** To receive any Declarations and advise Members accordingly.

## 3 **MINUTES** (Pages 3 - 8)

**Purpose:** To confirm as a correct record the minutes of the meeting held on 20 January 2021.

## 4 **FORWARD WORK PROGRAMME AND ACTION TRACKING** (Pages 9 - 18)

Report of Community and Enterprise Overview & Scrutiny Facilitator - Cabinet Member for Housing

**Purpose:** To consider the Forward Work Programme of the Community Housing & Assets Overview & Scrutiny Committee and to inform the Committee of progress against actions from previous meetings.

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC**

The following item is considered to be exempt by virtue of Paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

The report contains details of proposed contracts and the public interest in revealing the information is outweighed by the public interest in withholding it until the contract has been awarded.

## 5 **HOUSING REPAIRS SERVICE PROCUREMENT OF A DYNAMIC RESOURCE SCHEDULING SYSTEM AND REVIEW OF THE TEAM LEADER JOB PROFILE** (Pages 19 - 42)

Report of Chief Officer (Housing and Assets) - Cabinet Member for Housing

**Purpose:** To discuss the option of the purchase and implementation of a mobile Housing Repairs solution incorporating a repairs module, associated licences and Dynamic Resource Scheduler (DRS).