

Date: 7 March 2023

Location: Online

Minutes: Ben Virgo

Chair: Mike Turner

Attendees: Ben Virgo, David Miller, Imogen, Mike Turner, Paul M, Melissa,

Apologies:

Hi All,

Good speaking to you just now. I have put notes here (actions at the end)

Sessions for the year:

- **4 May – Procurement & Wave 2 funding and announce/consult on name change – (Anthony Collins, Framworx, M3, United Living, Wates, Equans)**
- **20 July – Building safety & damp and mould (xxx, Magna)**
- **13 Sept – Tenant engagement and satisfaction (Orbit, Institute of customer service and Anthony Collins)**

04 May – Procurement & Wave 2 funding:

08:30 (55mins)

- Welcome & intro & talking about renaming org in/by July (Mike) (15mins)
- Framworx update (Mike/David) (20mins)
- SoRs V8.0 update (David) (20mins)

09:25 Compliance update (or intro to wave 2?) (Paul/Andrew) (20mins)

09:45 Session 1 Andrew Milross, Anthony Collins

New Procurement Legislation

(50mins inc. Q&A)

10:35 break (15mins)

10:50 Session 2 –‘PANEL Supply chain capacity and wave 2 mobilisation

Melissa, Wates

Paul M, United Living

XXX, Equans

(30mins inc. Q&A)

11:20 Session 3 – ‘ROUND TABLE’ debate, lessons learnt (30mins inc. Q&A)

Melissa, Wates
Paul M, United Living
XXX, Equans

11:50 A.O.B./dates (Mike) (finish 12:00)

Next actions ahead of 21 March:

For May session:

- Move *Victoria* to September and let Ben know (Ben)
- Melissa to suggest/contact an Equans speaker re. May and let Ben know (Melissa)
- Paul to confirm if wants to intro on compliance or wave 2 in May (Paul) [as quite a bit on wave 2 later in session]
- Melissa, Paul and Equans speaker to meet and prepare session titles and descriptions for May (Melissa)

For Other sessions/actions:

- Yearly survey out to members in May (Imogen)
- Contact *Stephanie* re. July and let Ben know (Ben)
- Contact *Orbit* re. Sept and let Ben know (Mike)
- Contact *damp and mould* speakers re. July and let Ben know (Paul)
- Contact *Institute of customer service* re. Sept (Mike)

See most of you on **21st March** to lock down the above

NHMF Contractor Forum Committee Meeting Minutes

Item No.	Description	Action
1.	<p>General agenda format for 2023 Contractor Forum meetings</p> <p><u>08:30</u> (55mins)</p> <ul style="list-style-type: none"> - Welcome & intro (Mike) (15mins) - Framework update (Mike/David) (20mins) - SoRs V8.0 update (David) (20mins) <p><u>09:25</u> Compliance update (Paul/Andrew) (20mins)</p> <p><u>09:45</u> Speaker 1 (50mins inc. Q&A)</p> <p><u>10:35</u> break (15mins)</p> <p><u>10:50</u> Speaker 2 (60mins inc. Q&A)</p> <p><u>11:50</u> A.O.B./dates (Mike) (finish <u>12:00</u>)</p>	<p>Create agendas and meet 6 weeks before each CF</p>
2.	<p>Suggested speakers/topics</p> <p><u>04 May</u> – London (08:30-12:00) Theme Procurement & Wave 2 funding</p> <ul style="list-style-type: none"> - Session 1 - Andrew Milross, Anthony Collins <i>New Procurement Legislation</i> - Session 2 – Melissa, Wates & Paul M, United Living <i>Mobilisations</i> - Session 3 – Melissa, Wates & Paul M, United Living <i>Round-table – lessons learnt</i> <p><u>20 July</u> – Online (08:30-12:00) Building safety & Damp and Mould</p> <ul style="list-style-type: none"> - Speaker 1 – Something around damp and Mould (Paul to suggest) - Speaker 2 – Stephanie Lloyde-Foxe, Magna <i>Building & fire Safety</i> <p><u>13 Sept</u> – London (08:30-12:00) Tenant engagement and satisfaction</p> <ul style="list-style-type: none"> - Speaker 1 - Orbit 	<p>BV to contact Andrew Millross & colleague and get him booked in</p>

	<p><i>Digital – customer engagement & call centres 1</i></p> <p>- Speaker 2 - Institute of customer service <i>Digital – customer engagement & call centres 2</i></p> <p>- Speaker – Victoria Jardine, Anthony Collins <i>Tenant satisfaction measures</i></p>	
	<p><u>04 May – specifically:</u></p> <p>Theme Procurement & Wave 2 funding</p> <p><u>08:30</u> (55mins)</p> <ul style="list-style-type: none"> - Welcome & intro & talking about renaming org by July (Mike) (15mins) - Framework update (Mike/David) (20mins) - SoRs V8.0 update (David) (20mins) <p><u>09:25</u> Compliance update (or intro to wave 2?) (Paul/Andrew) (20mins)</p> <p><u>09:45</u> Session 1 Andrew Milross, Anthony Collins <i>New Procurement Legislation</i> (50mins inc. Q&A)</p> <p><u>10:35</u> break (15mins)</p> <p><u>10:50</u> Session 2 –Supply chain capacity and wave 2 mobilisation Melissa, Wates Paul M, United Living XXX, Equans (30mins inc. Q&A)</p> <p><u>11:20</u> Session 3 – Round table, lessons learnt (30mins inc. Q&A) Melissa, Wates Paul M, United Living XXX, Equans</p> <p><u>11:50</u> A.O.B./dates (Mike) (finish <u>12:00</u>)</p>	

3.	Venues 4 May - Hallam Conference Centre London W1W 6JJ 20 July - Online 14 Sept - Hallam Conference Centre London W1W 6JJ all 8:30 until 12 noon	BV to ask Dawn to book
4.	Requests for the yearly survey of members Repeat Survey in May 2023. Mike doesn't want any changes apart from obviously the dates in the survey	BV to ask Imogen to prepare and send survey in May. To show results in July.