

**Alison Alexander**  
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26 June 2017

Orla Gallagher  
Chief Executive  
Housing Solutions

Via email: [Orla.Gallagher@housingsolutions.co.uk](mailto:Orla.Gallagher@housingsolutions.co.uk)

Dear Orla

Firstly thank you for ensuring that last week we had information about the risk assessments Housing Solutions have and continue to undertake to ensure safety of residents in Social Housing. With our exchange last week we discussed the possibility of you attending the Housing and Planning Scrutiny to share with elected members the current position with regards risk assessment work.

I am now formally writing to you, on behalf of the Chair of the Panel – Cllr Richard Kellaway and the Leader of the Council – Cllr Simon Dudley, to invite you to attend for the item titled: Housing – risk mitigation. The Meeting is on 12<sup>th</sup> July 2017, at 7.30pm. The meeting will be held at the Town hall.

Please can you confirm you will be able to attend and if you will be sending any pre-reading for the panel.

I look forward to hearing from you.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'A. Alexander'.

**Alison Alexander**  
**Managing Director**