

**LTF TARA Panel:** Andrea Purdy (LTF Chair & Queenswood TARA), Pearl McCardle – Saxton Gardens TARA, Madeline Hunter – Button Hill TARA, Wendi Carson – Queenswood TARA, Kim Frangos – New Wortley TARA, Maureen Ingham – New Wortley Community Association, Susan Kerrigan – St Augustine’s Court TARA, Dawn Coles – John O Gaunts TARA, Patricia Jackson – Hunslet TARA, Sue Clifford – Lakeland Court, Margaret Foster – Thorpe TARA, Yvonne Crowther – White Rose TARA, Rose Hodgkinson – Rosedale Patch (BITMO), Sarah Webster – Rothwell TARA, Jeff Gantschuk – Westfield TARA, Ann Maughan – Sandringham TARA, Neruka White – Gipton Area Representative Co-optee: MickDodds, Chair VOLT & St Augustine’s Court TARA

**LEEDS TENANTS FEDERATION**  
**TARA PANEL**  
**Friday 10 February, 2017**  
**Unit O, Westminster Buildings**  
**4.00 – 5.30pm**

Name	Initials	Position
Andrea Purdy	AP	Chair LTF and Queenswood TARA
Patricia Jackson	PJ	Hunslet TARA
Maddie Hunter	MH	Button Hill TARA
Margaret Foster	MF	Thorpe TARA
Tony Hepworth	TH	Attendee
Jackie Worthington	JW	Secretary
Ann Maughan	AM	Sandringham TARA
Sue Kerrigan	SK	St Augustine’s Court
Mick Dodds	MK	St Augustine’s Court
Pearl McArde	PMc	Saxton Gardens
Sarah Lockwood	SL	Tenant and Community Involvement Manager
Tracey McGarry	TM	Housing Assistant – Tenant Involvement (Minutes)
Sue Kerrigan	SK	St Augustine’s Court TARA
Sheila Horne	SH	Area Representative (Whincover Grange)
Corrine Brown	CB	Area Representative
Wendi Carson	WC	Queenswood TARA and Treasurer of LTF
Akbar Khan	AK	Tenant and Community Involvement Manager
Lisa Ramsden	LR	Leeds Anti –Social Behaviour Team Manager – South
Tom McCarthy	TMc	Area Representative (Halton Moor)
Phil McConnell	PhMc	Broadleas Better Community
Andrea McConnell	AMc	Broadleas Better Community
<b>Apologies</b>		
Sarah Webster	SW	Rothwell TARA
Raymond Laing	RL	Thorpe TARA

Item No		Owner
<b>1.0</b>	<b>Introductions and Apologies</b>	<b>AP</b>
1.1	AP opened the meeting and apologies were given for Sarah Webster and Raymond Laing.	
<b>2.0</b>	<b>Conflicts of Interest</b>	<b>AP</b>
2.1	No conflicts of interest were raised.	

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<b>3.0</b>	<b>Minutes of the previous meeting</b>	<b>AP</b>
3.1	<u>3.1</u> – Amendments were made to the previous minutes to note correct date of the TARA talk.	
3.2	<u>3.2i</u> – SL confirmed that the webpages have been updated with Green Doctor info. Andrea and Sarah are due to meet to review the website.	
3.3	<u>3.2iii</u> – Email was sent to TARAs with SAFER information to be shared from previous meeting.	
3.4	<u>6.1/6.2</u> – Information has been cascaded out to the relevant sources by TARA panel members and Housing Leeds.	
3.5	The minutes were AGREED by the panel as a true record.	
<b>4.0</b>	<b>Feedback from January’s meeting- Debt Forums and Money Buddies</b>	
4.1	MD informed that there have been 2 further Money Buddies that have been funded through the Inner East HAP to be situated at Ebor Gardens and Health Centre.	
4.1.2	PMc suggested that there be a downloadable version of a budget template available on the webpage to help people manage individual finances. The panel all agree that this is something that would be very useful to make accessible.	
4.1.3	SL to liase with the enhanced income team and request that any resources can be shared and upload to the LTF webpage.	<b>SL</b>
<b>5.0</b>	<b>ASB Discussion</b>	
5.1	Lisa Ramsden (LR) – LASBT manager for South attended the meeting and gave the panel an overview into the background of her role and the three citywide ASB teams.	
5.1.1	Overall 60 investigating officers work across the city on the 500 open ASB cases.	
5.1.2	LR explained that there are various teams that work together to form a multi - agency approach, these include: <ul style="list-style-type: none"> <li>▪ Local Policing Teams</li> <li>▪ Housing Team</li> <li>▪ Victim Support</li> <li>▪ Youth Offending Service</li> </ul>	
5.1.3	LR informed that it is not only council tenure but includes private and owner occupiers who are also users of the LASBT service.	
5.2	LR provided the panel with how the service supports and intervenes with families to understand the cause of negative youth behaviour and efforts being made to channel intentions elsewhere are used to resolve local issues.	
5.3	The panel had an open discussion to inform LR of issues or to ask for advice on particular ASB within local areas.	
5.4	LR gave advice for anybody who is concerned with the safety of an adult or a child to	

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	contact 101 to notify police. If concern is growing for somebody’s health/welfare people can contact Adult/Children’s social care whose numbers can be found on their website.	
5.5	However, LR informed of scores of vulnerability being used when dealing with people who may have mental health issues or a background of learning difficulties.	
5.6	In regards to noise nuisance, this can be escalated through LASBT who will work alongside Housing officers to investigate.	
5.6.1	Due to a number of complaints that relate to animals, AK informed some changes have been made to the Housing Leeds Pet Policy that details clearly the breach in tenancy and that in certain circumstances permission is required.	
5.7	LR mentioned that the ASB team work closely with Children’s Social Care and regularly attend meetings within schools to ensure that close links are maintained between all services.	
5.8	Members of the panel informed LR of recent ASB cases that have been reported within their areas, in particularly drug use within High Rise flats. LR explained in these circumstances it can be difficult to gain evidence but advised that people continue to report to police. LR offered to take further details from WC regarding a continuing complaint and investigate with the ASB team in West.	LR
5.9	PMc mentioned that similar complaints were raised within Saxton Gardens and to help with resolving the problems, a PCSO visited and advised of the risk to breaching the tenancy. PMc gave positive feedback that in this instance the outcome has been positive.	
5.10	Speaking about an issue that resulted in a tenant causing ASB being moved to another area, LR informed of an option known as family intervention tenancy that can be strictly enforced.	
<b>6.0</b>	<b>Community initiatives in response to ASB</b>	
6.1	Tom McCarthy, Area Rep for Halton Moor attended and shared with the panel how Youth ASB has reduced. TMc thanked the support of the Tenant Involvement officer in applying to seek approval for £12,000 funding to the LUFC Soccer Kicks programme awarded from the Outer South East Housing Advisory Panel.	
6.1.1	TMc gave the TARA panel an overview of the project which began in October 2016 and will run weekly until Sept/Oct 2017. The programme uses facilities at a local school and involves football training that encourages a level of respect and discipline to create positive relationships for boys and girls aged 8-19 years.	
6.1.2	TMc was very pleased to mention that numbers are growing and it is currently estimated that 45-65 are taking part in the project within the area.	
6.1.3	LR is familiar with the area and the previous high levels of ASB that were being experienced. LR was pleased to inform that there has been a significant reduction with the introduction of the Kicks programme helping to channel youth intentions into	

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	a positive activity.	
6.1.4	TMc continued to inform that the programme opens up many other opportunities for those who wish to take part in a course to gain a coaching accreditation with further support from LUFC foundation.	
6.2	TMc is keen to seek opportunities to roll out and promote the project further. PMc raised interest in the programme and mentioned that with the help of the organisation ZEST there are similar projects due to set-up to help good interaction of youths in East Leeds. PMc to send the details to TMc with the possibility of joined up networking.	PMc
6.3	SL to send out further information to the TARA panel about the Soccer Kicks project.	SL
6.4	AK gave an introduction to another source of funding from Sports for All - Total Sports. AK reassured that the organisation is a registered group and will assist with the application process and if successful up to £10,000 can be awarded. For further information, please contact Akbar Khan on 07850 964864.	
6.5	Phil McConnell (PhMc) from Broadlea Better Communities gave a presentation to the panel about the various activities that have been ongoing in the Broadleas estate. Some examples are: <ul style="list-style-type: none"> <li>▪ Homework Club</li> <li>▪ Youth Focus group</li> <li>▪ Litter Picking events</li> <li>▪ Garden Makeover group</li> <li>▪ Coffee Mornings</li> <li>▪ Sports events</li> </ul>	
6.5.1	The group are also keen to gain accreditations in Food Hygiene and First Aid to allow for further sessions to be run, for example brunch clubs / teatime group.	
6.5.2	SL suggested that a future topic at TARA panel could be Safeguarding to support community groups if faced with concerns for a vulnerable child/adult. AP agreed and planned to organise this for April's meeting.	SL
<b>7.0</b>	<b>Communication with other groups and forward plan</b>	
7.1	LR supplied flyers to the panel that can be handed round to groups to inform of the ways to get in touch with the LASBT team.	
7.2	The panel spoke positively about the benefits of a social media presence and sharing of events to reach the wider community.	
<b>8.0</b>	<b>Any Other Business</b>	
8.1	SL shared details of an upcoming Clean Leeds event which is being led by the environmental teams to capture ideas to promote a cleaner Leeds.	
8.2	SL informed the panel of the following training sessions being held at Moortown Methodist Church, if anyone is interested in attending, please get in touch with the team at Navigation House on 0113 3783330.	

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	<ul style="list-style-type: none"> <li>▪ First Aid – 6<sup>th</sup> March 2017</li> <li>▪ Food Hygiene – 16<sup>th</sup> March 2017</li> </ul>	
8.3	SL circulated a flyer to the panel that highlights some tips on getting to know more about the communities in which we live. PhMc advised that the colour blending on documents can be difficult for those with sight impairments.	
8.4	SL shared with the panel a newsletter from SAGE, a group that supports older people in the LGBT community. SL to pass this to MD, as Chair of VOLT –Voice of Older Leeds Tenants to bring back to the group. SL to share this with LR.	LR
8.5	AP announced that the next LTF general meeting will be taking place on Saturday 22 <sup>nd</sup> April, 2017 at Oxford Place.	
8.6	MD gave feedback to the panel about the recent TARA Talk that brought together TARA members in East to share good practice. Attendees felt that it was a great way to network in the community and that it would be beneficial to roll out citywide.	
<b>9.0</b>	<b>Date of Next Meeting</b>	
9.1	The next meeting will be held on Friday 14 <sup>th</sup> April 2017. Time: 4.30– 6.00pm. Venue TBC.	

Item No.	Summary of Actions	Owner
4.1.3	SL to request budgeting material from income team.	SL
5.8	WC to discuss outside meeting issues with ASB to LR to investigate further.	WC/LR
6.2	PMc to pass details to TMc in relation to Sports Activity networking.	PMc
6.3	SL to circulate details of the Soccer Kicks programme to the panel.	SL
6.6	To organise someone from Safeguarding team to attend a future panel meeting.	AP/SL
8.4	SL to share the SAGE newsletter with LR.	SL