

LEEDS TENANTS FEDERATION

TARA PANEL

Friday 17th November, 2017
Civic Hall – Committee Room 4
4.30 – 6.00pm

Name	Initials	Position
Andrea Purdy	AP	Chair LTF and Queenswood TARA
Maddie Hunter	MH	Button Hill TARA
Margaret Foster	MF	Thorpe TARA
Ray Laing	RL	Thorpe TARA
Neruka White	NW	Gipton Area Representative
Patricia Jackson	PJ	Hunslet TARA
Mick Dodds	MK	St Augustine's Court
Tracey McGarry	TM	Housing Assistant – Tenant Involvement (Minutes)
Peter Greenwood	PG	Housing Manager Tenant Engagement
Yvonne Craggs	YC	Housing Officer – Housing Leeds Income Team
Sheila Horne	SH	Area Representative (Whincover Grange)
Corrine Brown	CB	Area Representative
Wendi Carson	WC	Queenswood TARA and Treasurer of LTF
Tony Hepworth	TW	Atlanta Street TARA
Ann Maughan	AM	Sandringham TARA
Apologies		
Jeff Gantschuk	JG	Westfield TARA
Pearl McArdle	PMcA	Saxton Gardens
Philip McConnell	PMc	Broadleas Better Community
Angela McConnell	AMc	Broadleas Better Community
Kimberly Frangos	KF	New Wortley TARA
Sue Clifford	SC	Lakeland Court TARA
Sue Kerrigan	SK	St Augustine's Court
Jackie Worthington	JW	Secretary

Item No		Owner
1.0	Introductions and Apologies	AP
1.1	AP opened the meeting and apologies were given for Jeff Gantschuk, Pearl McArdle, Philip McConnell, Angela McConnell, Kimberley Frangos, Sue Clifford, Sue Kerrigan and Jackie Worthington. Peter Greenwood introduced himself as the new Housing Manager, replacing Sarah Lockwood.	
2.0	Conflicts of Interest	AP
2.1	No conflicts of interest were raised.	
4.0	Minutes of the previous meeting	AP
4.1	<u>4.1.1</u> - TM explained that this item had been ongoing from when suitable venues were being sourced for meetings. Due to the panel being satisfied with the parking at venues until March 2018, TM committed to ensuring that if there are any changes then effort will be made to ensure Blue Badge parking is available.	

4.2	4.1.4/4.1.5 – TM advised that to date no information factsheet has been shared from VAL. AP to follow up with this.	AP
4.3	6.12 – AP still awaiting the copy of the Tenant Handbook from Joanne Hartley (Private Rented Sector)	
4.4	6.18 – AM confirmed that the matter raised in the meeting had been dealt with by the relevant team.	
4.5	6.21 – AP informed that no feedback had been received from the panel and added that a paper will be sent to Cllr Coupar raising issues of the dissatisfaction of un-kept gardens and hedges through the Cleaner Neighbourhoods Team.	AP
4.6	PG advised that issues relating to the hedge cutting of council owned properties can be raised in the local housing office. PG mentioned that walkabouts are carried out every 3 months across Housing Offices to give officers the opportunity to identify particular areas of concerns.	
4.7	The panel agreed that the minutes were presented as a true record.	
5.0	Feedback from Septembers meeting – Private Rented Sector	
5.1	AM mentioned that through liaising with Joanne Hartley after the previous panel meeting regarding leaseholder advice, JH passed a lease to LCCs legal team for review. AM advised that JH is yet to respond but she will keep the panel updated.	
5.2	MF gave further mention to the fly-tipping on land owned by other Housing Associations and said that this had been discussed with the local Councillor and Environmental Services but to date nothing had happened.	
5.2.1	AP committed to getting in contact with the relevant person on behalf of LTF. MF to send further details and photographs to AP so these can be included.	AP/MF
6.0	Feedback form TARA Conference – 18th October, 2017.	
6.1	The panel members who were in attendance of last month's TARA conference all provided positive feedback and found the event to be a success.	
6.2	The panel discussed the impact of the presentation delivered on Modern Slavery and although some parts were highly distressing it outlined the importance of raising awareness.	
6.3	The talk from Parent Champions was very well received and AP mentioned their excellence in the delivery of the presentation.. Contacts were exchanged and AP reminded the panel to promote interest to anyone in the local communities who wish to know more about getting involved and training to become a Leeds Parent Champion or who need their help.	
7.0	Topic - Personal Independence Payments (PIP) – Yvonne Craggs	
7.1	Yvonne Craggs (YC) from the Income Team provided some material and a presentation to the panel that included up to date information on eligibility for Personal Independence Payments.	
7.2	YC promoted the work of the Enhanced Income Team and urged that if there are any tenants who have any queries regarding state benefits to email HousingOfficerIncome@Leeds.gov.uk or contact the Housing Income team directly at any local housing office and book an appointment to meet them.	

<p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.5.1</p> <p>7.5.2</p> <p>7.6</p> <p>7.7</p> <p>7.8</p> <p>7.9</p> <p>7.10</p> <p>7.11</p>	<p>YC explained that PIP can be payable if the ability to carry out ‘daily living’ or ‘mobility’ activities are limited by the persons physical or mental condition and payments are :</p> <ul style="list-style-type: none"> ▪ Tax Free ▪ Not means tested(not affected by income or savings) ▪ Not dependent upon NI insurance contributions ▪ Able to be claimed if in/out of work ▪ Does not matter if claimants have a carer or not ▪ Allowed to be claimed if you live on your own or with others ▪ Welfare Reform Act 2012 – PIP to replace Disability Living Allowance for people over 16 years old. <p>YC advised that claimants need to phone 0800 917 2222 and a form will be sent out on which a claimant can describe the impact of the disability or health condition on specific daily living and mobility activities.</p> <p>YC advised that for disability conditions to be met there are 2 components of the benefit award and the scoring system which are:</p> <ol style="list-style-type: none"> 1. Daily Living 2. Mobility <p>It is helpful for the claimant to keep a diary to account how the disability affects them daily to assist with the application. She explained that the standard and enhanced rates awarded are dependent on the scores. Further information can be found on the Disability Allowance website and leeds.gov.uk.</p> <p>PIP can still be requested if the claimant is already in receipt of other benefits, e.g. Employment & Support Allowance, Income Support, Jobseekers Allowance, Housing Benefit, Council Tax support, Working Tax Credit.</p> <p>If claimants are awarded PIP they could then qualify for other benefits including:</p> <ul style="list-style-type: none"> ▪ Blue Badge ▪ Car through Motability Scheme ▪ Road Tax exemption ▪ Disabled Persons railcard ▪ Their Carer may be able to get Carers Allowance <p>The Housing Officer Income Team have helped over 197 tenants claim PIP so far since April 2017 and also assist with mandatory reconsiderations and appeals if claims are unsuccessful.</p> <p>The agencies who carry out assessments are ATOS and CAPITA. The lengthy appeals process can have an extremely negative impact on wellbeing especially if claimants are suffering from ill health or issues with other benefits.</p> <p>MD mentioned that he attended a 4 hour course for PIP as part of Money Buddies training and reported on the support the service can give to help claimants.</p> <p>The panel agreed that assessors should receive full training to ensure they have medical knowledge, which is not the situation at the present time.</p> <p>YC advised that if anyone has further queries to email or get in touch with TM who will pass on to the Income Team. YC committed to sending out contact details for the Income Housing Officers.</p>	<p>YC</p>
<p>8.0</p>	<p>Communication with other groups</p>	

8.1	The panel thanked YC for the information and felt the session was very helpful.	
8.2	<p>Suggestions were made to help cascade information to other groups:</p> <ul style="list-style-type: none"> ▪ Display information and contact details in Noticeboards. ▪ Produce regular LTF newsletters that include relevant information. ▪ YC to pass on contact details of the Income team. ▪ Case studies that can be shared. 	
9.0	Any Other Business	
9.1	AP informed that the South TARA Talk event will be going ahead on Wednesday 6 th December, 2017 at Tenants Hall, Acre Close, Middleton, LS10 4HX. TM confirmed that invites will be sent out next week.	TM
9.2	AP mentioned that LTF will be having their directors Christmas meal on Monday 11 th December at Frankie & Benny's. AP to send out invites and menu.	AP
9.3	TM mentioned that an email was sent out informing of the Funding Fair event on Tuesday 22 nd November and circulated flyers with more information.	
9.4	MD spoke about the recent VITAL meeting and the changes being made to the Housing Advisory Board (HAB). AP advised that the HAB has their last meeting in its current form on 21 st November where MD explained that VITAL members will attend and feedback their recommendations on the changes to HAB becoming a new Strategic Housing Board.	
9.4.1	MD gave opportunity for those in attendance to voice their views on the way forward. The TARA panel showed agreement of the suggestion that LTF be represented on the Strategic Housing Group to take non –council views into consideration when discussing the wider housing strategy.	
9.4.2	AP advised that a further VITAL session will be held on Wednesday 13 th December before the scheduled VITAL meeting to talk more about the future of VITAL and gain the views from more of the members. AP will update at December's meeting.	AP
10.0	Date of Next Meeting	
10.1	The next meeting will be held on Thursday 14th December, 2017. Time: 4.30– 6.00pm. Venue – John Lewis Community Hub, Victoria Gate	

Item No.	Summary of Actions	Owner
4.2	AP to chase factsheet information from VAL.	AP
4.5	AP to send a letter to Cllr Coupar regarding the Cleaner Neighbourhoods team.	AP
5.2.1	AP to chase up issues with fly-tipping as outlined in 5.2. MF to forward photographs	AP/MF
7.12	YC to send contact details out for the Income Officers.	YC
9.1	TM to circulate invites for South TARA Talk event on 6 th December.	TM
9.2	AP to finalise arrangements for the LTF directors Christmas meal.	AP
9.4.2	AP to update the panel with progress from December's VITAL meetings	AP