

Voice4tenants (v4t)
Executive Committee Meeting

Thursday 20 November 2008
Walters Buildings, Cardiff

Attendance Record:

Roger Dafydd (Chair)	Attended	
Eric Bayley	Attended	
Ann Pethers	Attended	
Idris Pethers		Apologies
Beryl Oliver	Attended	
Ed White	Attended	
Bill Wall	Attended	
Betty Bishop		Apologies
Christine Chidlow	Attended	
Bill Fowler		Apologies
Stephen Wildblood	Attended	

Observers

Andrew Davies (Castlegate, Caerphilly)	Attended	
Dean Walker (School Street, Nelson)		Apologies
Sharon Alexander (63 Dol Fran)		No apologies

United Welsh

Jayne Istance	Attended for minutes	
Jan Waters		Apologies
Malcolm Marshall	Attended	
Luke Mitchell	Attended for item 4	
Steve Cranston	Attended for item 5	
Jane Hayman	Attended for item 6	
Vicki Miller		Apologies
Wendy Griffin		Apologies

Item		Action
1.	APOLOGIES	
1.1	Apologies were received as above.	
2.	APPROVAL OF MINUTES OF PREVIOUS MEETING	
2.1	The minutes of the October meeting were approved as a true and fair record. Proposed: Ed White Seconded: Christina Chidlow	

<p>3.</p> <p>3.1</p> <p>3.2</p>	<p>MATTERS ARISING</p> <p>Item 13.1 – Ann Pethers’ new phone is not working. Ann will use her own mobile phone for now and gave her new contact number to the committee – 07886 200934. Ann can also be contacted on her land line, the number of which is 029 2051 5197.</p> <p>The Chair welcomed Stephen Wildblood back after his leave of absence and the committee expressed their good-wishes.</p>	
<p>4.</p> <p>4.1</p> <p>4.2</p> <p>4.3</p>	<p>PLANND MAINTENANCE (LUKE MITCHELL)</p> <p>The draft service standard leaflet which had been given to the committee members in October’s meeting was discussed.</p> <p>The main concern from committee members was the proposed introduction of call out charges. Luke explained that the Association receives over 10, 000 repair requests a year, 20% of which are emergencies and this is a much higher number than other Housing Associations receive. Not all these repairs are really emergencies and this has a big impact on the service contractors can provide and the cost of some jobs may be recharged back to tenants where appropriate.</p> <p>The definition of an emergency repair was clarified and it was agreed that the Luke will amend some of the wording in the leaflet.</p>	<p>Luke Mitchell</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p>STEVE CRANSTON</p> <p>Steve Cranston, Head of Community Investment, explained that United Welsh is focusing on three main areas:-</p> <p>1. Jobs and Training One project being run by Michelle Smith involves training 16 – 40 year olds in the construction industry. 25 trainees are currently attached to maintenance contractors. They receive a salary and accreditation and may receive a job offer from the contractor once their training is completed.</p> <p>The next project starts in March/April 09 and v4t members are asked to promote this to tenants in their neighbourhood, especially as more female trainees would be welcomed.</p> <p>The Association is looking for partners/potential employers in other career paths such as retail, maintenance and care-work.</p>	

5.5	The Association is also looking at introducing an estate based maintenance service which may offer employment/training opportunities to tenants.	
5.6	2. Financial Inclusion Financial inclusion and affordable warmth information and advice will shortly be offered to all tenants.	
5.7	3. Regeneration United Welsh will be meeting and working with other providers in various run down areas to improve standards for all residents.	
5.8	It was suggested that areas of green space could be given to tenants for communal use i.e. green areas, parks, allotments etc. Steve Cranston will liaise with Ed White regarding a piece of land in Tirphil.	Steve Cranston
5.9	One point raised was that communal facilities only seem to be happening in new sites - many United Welsh tenants live on older estates and would be glad of some communal facilities. Steve suggested that an audit be carried out, with the assistance of v4t, to see what facilities are available in each area.	Steve Cranston
5.10	It was clarified that United Welsh has to work in areas where grants/funding is available. Working in areas where funding is not available may result in additional costs for tenants.	
5.11	Steve explained that even though United Welsh may not be able to carry out various community initiatives itself, it could still support the various tenant groups to resolve the issues themselves.	
6.	ANTI-SOCIAL BEHAVIOUR TEAM UPDATE	
6.1	Jane Hayman attended to update the Executive Committee on anti-social behaviour issues.	
6.2	Since April 2008, 209 cases of anti-social behaviour have been received by United Welsh. Currently 158 cases have been closed and 47 cases are open - 15 in Blaenau Gwent, 21 in Caerphilly and 11 in Cardiff.	
6.3	No incidents have been reported to United Welsh during Halloween and Bonfire nights.	
6.4	The Anti-social Behaviour Team are continuing their walkabouts with hot-spot areas currently targeted.	
6.5	Anti-social behaviour leaflets were handed out and Jane asked that all incidents of anti-social behaviour be reported	

	via the correct channels i.e. via the free phone number or the Association's email address.	
6.6	It was agreed that future anti-social behaviour updates could be given in a written format, with a member of the Anti-social Behaviour Team attending the v4t meetings in person every quarter. (However attendance can be when necessary if there are urgent issues to discuss.)	
7.	LUNCH AND COMMITTEE BUSINESS (EXECUTIVE MEMBERS ONLY)	
7.1	Due to time restraints, a working lunch took place to ensure all the items on the agenda were discussed.	
8.	JAN WATERS BUDGET 2009/10 UPDATE	
8.1	This item was not discussed as Jan Waters was unable to attend the meeting.	
9.	TPAS CONFERENCE REPORT	
9.1	All attendees enjoyed the conference and feedback to the rest of the committee.	
9.2	Beneficial links were formed with other groups. Carmarthenshire County Council is prepared to speak to Untied Welsh Board about tenant inspectors and Eric Bayley will liaise further in this matter.	Eric Bayley
9.3	All attendees were pleased with the quality and quantity of workshops but felt v4t would benefit if more members attend the next conference to utilise the information and knowledge available.	
9.4	It may be possible to send up to 10 delegates to the conference next year, with attendees coming from both the executive committee and Residents and Tenants Associations.	
9.5	Various options were then discussed for the conference next year. Chair to draft proposal for discussion in January's meeting.	Roger Dafydd
10.	FINANCE/BANK ACCOUNT UPDATE	
10.1	The bank account has now been opened and currently has a balance of £500.00.	
10.2	An admin grant of £100.00 was given to the Wesley House Tenants Association.	
10.3	An application has been received from Castlegate	

<p>10.4</p> <p>10.5</p> <p>10.6</p> <p>10.7</p>	<p>Residents Association for £200.00 to hold a Christmas party for the children on the estate. The children will have to be accompanied by a parent when attending the party and it's hoped this will kick start the Resident's Association.</p> <p>Tirphil Residents and Tenants Association has applied for a grant for £300.00 for a Christmas party. Ed White confirmed that this was a typing mistake and the amount should be £200.00.</p> <p>The Chair confirmed the John Newnham Memorial Fund has a balance of £400.00 so £200.00 could be given to each group. This was approved unanimously and the Treasurer to write cheques for both groups.</p> <p>Wesley House asked for funds to maintain their craft sessions. This request was refused as too costly.</p> <p>The Chair explained a budget proposal of almost £30,000 had been put forward for tenant participation. This was felt to be a realistic figure needed to ensure tenant participation moved forward.</p>	
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>CHAIRS REPORT</p> <p>The Chair, Peter Laing and Tony Whittaker recently meet to discuss tenant participation. The various items raised at the meeting were clarified in writing by Peter Laing and the Chair read out the letter.</p> <p>Another meeting with Tony Whitaker has now been set up for January.</p>	
<p>12.</p> <p>12.1</p> <p>12.2</p> <p>12.3</p> <p>12.4</p>	<p>ANY OTHER BUSINESS</p> <p>Malcolm Marshall, Supported Housing Operations Manager, gave a brief talk on the role of Supported Housing within the Association.</p> <p>Malcolm explained that with over 600 Supported Housing Tenants within United Welsh it is important these tenants get involved in the various tenant participation groups.</p> <p>Due to the transient nature of some of the Supported Housing accommodation, it is not always possible to ensure a regular representative can attend the executive committee meetings</p> <p>A meeting will be held at Ty Cennydd, Caerphilly, on 16 January 2009 to promote tenant participation within Supported Housing. Support providers/managing agents and United Welsh will attend and Malcolm invited the Chair and Vice Chair to attend.</p>	<p>Roger Dafydd / Eric Bayley</p>

<p>12.5</p> <p>12.6</p> <p>12.7</p> <p>12.8</p>	<p>Ed White asked if members of the Tirphil Residents and Tenants Association could attend some executive meetings. This is a newly formed group who would gain experience from attending executive meetings.</p> <p>Eric Bayley and Andrew Davies have been invited to observe at the next Board meeting and both will attend.</p> <p>The Chair has been asked to produce an article for the next edition of Link Up. The article will concentrate on the TPAS conference and the various ways tenants can get involved in tenant participation.</p> <p>Chair to request budget expenditures and draft budget proposals for the next meeting.</p>	<p>Eric Bayley / Andrew Davies</p> <p>Roger Dafydd</p> <p>Roger Dafydd</p>
	<p>DATE OF NEXT MEETING</p> <p>Thursday 11 December 2008 from 10.00 a.m. to 4.00 p.m. at Walters Buildings, Cardiff.</p>	