

**JOINT CONSULTATION MEETING**  
between  
**THE STANDING JOINT COMMITTEE**  
of the  
**DONCASTER FEDERATION OF TENANTS' and RESIDENTS'**  
**ASSOCIATIONS**  
and  
**ST LEGER HOMES of DONCASTER**  
and  
**DONCASTER MBC**  
held on  
**26 August, 2010 at 1.00pm**  
in the  
**DONCASTER FEDERATION'S TENANTS' & RESIDENTS' RESOURCE CENTRE**

**PRESENT**

**STANDING JOINT COMMITTEE**

Andy Kerr	(AK)	Chair
Keith Jobson	(KJ)	Vice-Chair
Ken Barron	(KB)	Committee Member
Marion Baxter	(MB)	Committee Member
Margaret Cooke	(MC)	Committee Member
Michelle Heeley	(MH)	Committee Member
Godwin Mudzimu	(GW)	Committee Member
Anne Pawson	(AP)	Committee Member
Ernie Plastow	(EP)	Committee Member
Bob Snashall	(BS)	Committee Member

**ST LEGER HOMES / DMBC**

Susan Jordan	(SJ)	Chief Executive – SLHD
Julie Crooke	(JC)	Director of Business Planning
Meryl Liddell	(ML)	Community Engagement Manager – SLHD
Heather Saunders	(HS)	Temp. Federation Support and Community Engagement Officer

**1. WELCOME**

The Chair opened the meeting and thanked everyone for attending followed by a run through of the housekeeping rules.

**2. APOLOGIES**

Heather Coulthard	Neighbourhood Manager DMBC
Judith Jones	Director Customer Services – SLHD
Alan Cunningham	Neighbourhood Manager DMBC
Patrick Wilson	Councillor – Housing Portfolio Holder
Moira Greaves	Committee Member
Mavis Williams	Committee Member
Bernadette James	Committee Member

### 3. COMMUNITY ENGAGEMENT REPORT.

AK explained to the members of the meeting that due to the circumstances that there would be a slight alteration to the agenda as ML needed to leave the meeting early.

ML thanked AK for allowing her to present the CEO Report.

Members of the meeting were asked to nominate the relevant SJC Officer for each of the AGMs. The following agreements were made

Balby Littlemoor	-	Andy Kerr
Balby West	-	Andy Kerr
Highfields	-	Keith Jobson
Howbeck Drive	-	Michelle Heeley
Model Village	-	Anne Pawson
North Common	-	Bob Snashall
Radburn	-	Andy Kerr
SARA TARA	-	Ernie Plastow / John Bartkus
Wheatley CAN	-	Ernie Plastow
Woodfield	-	Andy Kerr
Woodlands New Estate	-	Ernie Plastow

KJ informed the members of the meeting that the MDU is currently holding a large amount of out of date information, and was not left in a tidy condition. KJ commented that the information in the MDU needs to be relevant and up to date. SJ agreed with the comment made by KJ and informed the members of the meeting that SLHD are now moving away from glossy brochure and moving to fact sheets. The fact sheets are all up to date with current information and are printed off on a request basis. This ensures that customers are provided with key information in a timely manner.

ML explained that the MDU is now being used by various agencies, and it is therefore difficult for it to be thoroughly checked and re-stocked if the bookings are close together. SJ suggested that it would be a good idea for a booking form to be completed by the person using the unit. This would ensure that they agreed to return the MDU in the same condition as it went out in.

It was agreed by the members of the meeting that SJ would speak to the Communications Team to develop some colour posters for the unit to brighten it up without major investment. Members of the committee were requested to put a list together of information that they would like to be available on the unit. SJ said it would be advisable for 2 SJC Members, 1 CEO and 1 Communications team member get together to look at improving the MDU.

ML advised the members of the meeting that the e training is becoming more popular. There are a number of people who have now completed sessions and have received their certificates of completion. ML also agreed to confirm with Michaela Heaps the dates for the accredited course.

It was noted that the training programme needs to be amended to read January 2011 and not January 2010. ML agreed to print off an Equality and Diversity guide for each member of the SJC.

ML advised the members of the meeting that there had been a request from BS for his association to be included on the list provided by St Leger Homes of Doncaster. It was

explained to the members of the meeting that it was not possible for the association to be affiliated to the Federation, as the properties belonged to Chevin Housing. It was decided by the members of the meeting that the group should be classed as an associate. By working in this manner it demonstrates that the SJC and SLHD work together with all members of the community to promote and develop sustainable neighbourhoods.

BS informed the members of the meeting that the inaugural TARA meeting which had taken place at Princess Avenue, Stainforth had been successful and he was looking forward to working with the TARA to help them develop in the coming years.

GM enquired as to why SLHD were withdrawing support from the BME TARA. ML clarified that the TARABME, support withdrawn for TARA Social Enterprise room hire, ML explained that all TARAs only have their monthly meetings paid for any additional meetings that they hold for social purpose must be paid for by themselves.

#### **4. Minutes of Last Meeting**

The minutes were agreed as a true and accurate record of the meeting.

#### **5. Matters Arising**

##### **Page 1**

None

##### **Page 2**

None

##### **Page 3**

KJ asked ML if it would be possible to include pictures of the SJC members in future copies of the community engagement report. This would allow TARAs to become more familiar with the Federation and SJC.

It was also added and agreed that there would be an article placed in a future publication of Houseproud, which would highlight and demonstrate the work undertaken by the federation. KJ asked if it would be possible to run this as a double page spread. SJ agreed that subject to space being available a double page would be used.

##### **Page 4**

Following the latest round of forum meetings held in July the SJC have decided that the area forums will continue to be held bi-monthly. The locations will be agreed to mirror 4 meetings in the resource Centre and two out in the areas. This was agreed to fit into financial constraints discussed with Judith Jones that SLHD would only finance two local forums per area.

#### **5. Directors Report**

SJ introduced the new director of Corporate Services – Julie Crooke. JC then explained to the members that she had worked in housing since 1994 in Leeds, London, Huddersfield and now Doncaster. She went on to say that she had been working within ALMOs since 2002 and her specialism was finance.

#### **Budget Cuts**

SJ addressed the members of the meeting and advised them that SLHD was now on a mission to save money. The council has been challenged with a minimum of 25% cuts over the next 4 years, and these cuts also apply to SLHD.

It was explained that although the HRA was ring-fenced any savings and cuts would be re-invested in housing. SLHD are currently looking in to different ways in which money can be saved.

SJ said that cuts were going to be bad but we will not know the actual scale of cuts until the Government has released its Comprehensive Spending Review. Business Planning are currently looking at various models which demonstrate what services could be amended to fit in with the cuts.

The Decency Programme may also have to be reduced or spread over a longer period of time to deliver. Individual teams are also being asked how they can save money and this is all being collated centrally.

It is also believed that the Housing Benefit system may be changed and under occupancy of properties will affect payments by the government and this in turn will affect rental incomes to SLHD

### **Audit Commission Inspection Results**

SJ informed the members of the meeting that SLHD were expecting the draft report on 27 August, 2010. This will allow members of the inspection team to look if the report was accurate or whether any information provided had been misinterpreted. Following this members of the Audit Commission Inspection Team and St Leger staff will meet together to discuss the findings before the final result is published in mid-October.

### **Apprentices**

SJ explained to the members of the meeting that SLHD has 31 apprentices. The company also works with a range of partners such as Job Mates and the Future Jobs Fund to offer people work experience. Twelve of last year's apprentices were kept on by the company.

### **6. Any Other Business**

EP explained to the members of the meeting that Judith Jones was currently looking into a complaint for him. SJ agreed that she would pick this up with Judith.

It was agreed that AK, SJ and JC should get together to discuss the financial future of the Federation. SJ said that the DFTRA should continue to try and secure external funding.

### **7. Date and Time of Next Meeting**

**Thursday 30 September, 2010 at 1pm**