

Meeting action minutes

Meeting	Tenant Disability Network (TDN)		
Attendees	Alison Gray, Martin Cunningham, Joe Macrae, Ann Packham, Jason Williams, Barry Kent Council Officers: Sue Andrew (Housing Customer Support Officer, Adaptations) , Simon Pickles (Housing Stock Review Manager), Rebecca Mann (Resident Involvement Officer)		
Apologies	Muriel Briault, Owen Spence, Hannah Barker (Resident Involvement Officer)		
Meeting location	Hampshire Lodge	Produced by	Rebecca Mann
Date Time	31 October 2016 2.00pm	Minutes completed on	14 November 2016

Section 1 – Update on actions from previous meeting

	Description
1	Minutes agreed
2	Newsletter update – Ann and Jason shared emails for newsletter and agreed to meet with Resource Centre for support.
3	Jason advised Ted Harman has stepped down. (Alison to contact Ted to confirm)
4	Previous minutes agreed
5	Item 8 from previous minutes – Adaptations property. Information given to Alison was incorrect as wasn't suitable property to be adapted. Back to general needs housing.
6	Item 9 – contractors came back to clear up after creating hole in car park at Hampshire Lodge.

Section 2 – Agenda items, agreements and future action

Agenda item 1 Terms of Reference			
Agreement / Decision	Terms of Reference Agreed		
Action(s)	None	By Who	Deadline
Agenda item 2 DLA/PIP assessments			
Agreement / Decision	Discussion around DLA/PIP assessments. Reduction in distance - applicants are assessed as disabled no longer walk up to 50 metres – now only qualify if they can't walk further than 20 metres without walking aids. Applicants should be aware of this change when applying as could lose entitlement. Will require doctors' letters to assist as well.		
Action(s)	None required	By Who	Deadline

Agenda item 3 Walter May House			
Agreement / Decision	Walter May House – Simon Pickles		
Action(s)	Ongoing work to provide accessible parking for ambulances/people with disabilities drop off/pick up point.	By Who Simon	Deadline Ongoing
Agenda item 4 scooter storage			
Agreement / Decision	Barry raised issue re. scooter storage issues at Woburn Place.		
Action(s)	Although project to create scooter storage has now stopped Simon agreed to look into this for Barry.	By Who Simon	Deadline Ongoing
Agenda item 5 Resident Assessors			
Agreement / Decision	Resident Assessors – Hannah emailed the group to say that all residents are welcome to attend the meet ups.		
Action(s)	In future RA's from TDN will update group on progress. (Martin and Jason)	By Who As above	Deadline ongoing
Agenda item 6 Newsletters			
Agreement / Decision	Alison to email newsletter template to Resource Centre so that Jason and Ann can proceed with publishing newsletter with RC support		
Action(s)	As above	By Who Alison	Deadline
Agenda item 7 Housing Adaptations Occupational Therapy Team Update			
Agreement / Decision	<p>Adaptations – general update – council's policy is to leave adaptations in a property and advertise appropriately unless the adaptations are not suitable for someone with disabilities. For example if a property has been partially adapted but can not be fully altered to accommodate future disabled residents, or whereby the adaptation is beyond its useful life and would otherwise be unsuitable for someone who is matched to the property.</p> <p>Resident Assessors roles are about getting the property advertised correctly. If in future there are individual concerns properties should be raised with Re-Housing Team or Sarah Potter if necessary.</p> <p>Adaptations Team are working closely with Simon Pickles to improve communal access as well as the Housing Regeneration Team on new builds in particular wheelchair accessible properties. They are also dealing with adaptation requests as soon as possible whilst trying to speed up the process with straight forward bathroom adaptations.</p> <p>Future projects – update adaptations guide for council tenants as well as working with Homemove to support those residents who might need to move to alternative properties, hence avoiding expensive adaptations, where this</p>		

	process is appropriate. Also continuing to work city with the council's 'Registered Provider Partners' to ensure that there is a % of purpose built affordable wheelchair adapted homes.		
Action(s)	None required. Continuing to update at each TDN meeting.	By Who Sarah/ Sue	Deadline
Agenda item 8 Disabled toilet			
Agreement / Decision	Becca asked Simon to investigate whether Elwyn Jones Court communal disabled toilet could be adapted through the 'Improving Disabled Communal Access' budget, as residents feel it no longer meets with current specifications. In particular those residents who are in wheelchairs often find it difficult to use the facilities if at all.		
Action(s)	Simon to investigate	By Who Simon Pickles	Deadline
Agenda item 9 Elections to Service Improvement Groups			
Agreement / Decision	Elections for Neighbourhood and Community – Martin Cunningham Home Group (Martin and Alison already on and representing TDN) Business and Value for Money – Barry elected. Involvement and Empowerment Alison representing		
Action(s)	Appointed members to attend future SIG meetings and feed back to TDN	By Who As above	Deadline ongoing
Agenda item 8 Update on Improving Communal Accessibility			
Agreement / Decision	Simon provided and update on work to improve communal areas. Automated doors on high rise blocks have been completed or are ongoing. (Albion Hill 7 blocks completed) Hereford Court is the next block to be completed. Remote fobs are being given to some residents who need them. These can be obtained through Customer Services who will assess every individual who requests one, (first is free). Alison mentioned that she felt the seats in the foyer of Livingstone House and Conway Court were unsuitable for wheelchair users as they restrict access.		
Action(s)		By Who Simon Pickles	Deadline

