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| **MINUTES** | | **MEETING:** | Housing Involvement Panel | |
| **DATE:** | Wednesday 12th July 3023 | |
| **VENUE:** | Riverside House / Hybrid | |
| **CHAIR:** | Stella Parkin (council tenant) | |
| **MINUTE TAKER:** | Georgia Cant | |
| **In Attendance** | | | | |
| Mary | | Tenant | | |
| James Clark | | Assistant Director to Housing | | |
| James Smith | | Tenant Engagement Manager | | |
| Natasha | | Council tenant | | |
| Rob | | Rother Fed volunteer | | |
| Phil Hayes | | Rother Fed volunteer | | |
| Donna | | Tenant | | |
| Winnie | | Tenant | | |
| Barry | | Tenant | | |
| Rachel | | Rother Fed volunteer | | |
| **Apologies** | | | | |
| Stella Parkin | | Tenant | | |
| Paul Walsh | | Head of Operational Services | | |
| **Item** | **Subject / Discussion** | | | **Action** |
| **1.** | **Welcome and introductions:**  Mary welcomed everyone to the meeting and facilitated introductions in the absence of Stella.  All attendees introduced themselves and their role. | | |  |
| **2.** | **Minutes from the last meeting:**  Mary took us through the minutes from the last meeting and were agreed. | | |  |
| **3.** | **Update from James Clark:**  James updated the attendees around his current work and priorities for the services.  James explained that he has now been with RMBC for 6 months and has been around the borough with the teams, meeting tenants and visiting new site developments.  James’ main priorities at the moment are:  The new damp and mould policy  Homelessness concerns around staffing and the high load of caseworks.  The social housing white paper and the preparation for inspection which will be taking place next year. | | |  |
| **4.** | **Tenant Story:**  Phil shared Tasha’s story around her current work with the umbrella Club and her future aspirations for the club.  Within the video, Tasha expressed her love for football and how well her club is going with a large amount of volunteers and the plans to extend this club to wider age groups and genders. | | |  |
| **5.** | **Filming and photo consent from comment and sign off:**  A video/photo consent form was presented, and an ask was made to attendees to review and complete to able the service to share the insights to the involvement panel and other meetings which include tenants and the wider community. | | |  |
| **6.** | **Break**  A ten-minute break was carried out for refreshments. | | |  |
| **7.** | **Tenant Engagement Framework:**  James ran through a presentation regarding the tenant engagement framework and expressed that there is a lot of information within. James asked the team to review and give feedback on how to make this easier for readers to red and better understand.  There were concerns raised from the residents around the meaning of this meeting and where the residents come into this. It was suggested that the terms of reference need to be reviewed to better understand this. | | |  |
| **8.** | **Association of retained council housing (ARCH) update:**  This item was deferred due to Stella’s absence. | | |  |
| **9.** | **Future Agenda Items:**   * Homelessness * Terms of reference * Damp and mould policy update | | |  |
| **10.** | **Meeting Review:**  Nothing to add to this. | | |  |
| **11.** | **Any other business:**  Nothing to add to this. | | |  |
| **12.** | **Date of the next meeting:**  Wednesday 20th September 10.30am to 12.30pm | | |  |