




## **Edinburgh Tenants Federation**

### **Work Plan 2020 – 2021 Executive Summary**

Supporting Edinburgh's tenants & residents associations and tenants participate in and influence decisions affecting housing conditions, environment and communities.

[www.edinburghtenants.org.uk](http://www.edinburghtenants.org.uk)



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Edinburgh Tenants Federation is a Scottish Charitable Incorporated Organisation (SCIO) SC048236, regulated by the Scottish Charity Regulator (OSCR)

## Introduction

As a member organisation, ETF, aims to advance citizenship and community development to **safeguard and promote the rights of tenants** of all rented accommodation in Edinburgh, and in particular those at risk of discrimination or social exclusion.



ETF, has secured funding from City of Edinburgh Council (CEC), to deliver this work plan and assist us to serve our members and Edinburgh tenants - and to further develop the Federation and tenants' and residents' groups in our local communities.

ETF, plans to work in partnership with CEC, ETF member groups, tenants', and other stakeholders to develop tenant participation approaches that will enable tenants to participate safely during COVID-19 and thereafter.



Our Executive Committee (EC), elected from and by our membership developed the 2020 – 2021 Work Plan taking account of the EC Members Survey, ETF / CEC's Service Level Agreement, CEC's Tenant Participation Strategy (TPS), CEC's Housing Service Improvement Plan (HSIP) and The Scottish Social Housing Charter.

ETF, will carry out a COVID-19 risk assessment of the proposed Work Plan initiatives before any activity takes place.

## Our five key objectives

1. Tenants are working with CEC to improve housing and related services citywide;
2. Tenants are working to improve housing and related services on a national level;
3. Tenants' and residents' organisations are more vibrant, effective and are helping CEC to shape housing localities and neighbourhood services;
4. Communicate with individuals, member associations and all tenants' and residents'; and
5. Ensure effective organisation, strong governance and member participation make ETF more robust and effective.



## **1. Tenants are working with City of Edinburgh Council to improve housing and related services citywide**

- Development of CEC Tenant Scrutiny Framework:
- Continued development of ETF Sub – Groups:
  - Rent Matters Working Group
  - Housing Revenue Account Scrutiny Group
  - ETF Repairs Group
  - ETF High Flats Group
  - Welfare Reform Working Group
  - Sheltered Housing Liaison Group
  - Tenant Led Inspection Group
- Development of a CEC Stair Cleaning Framework.
- Ensure EC members continue to meet with senior housing staff in respective localities and Councillors from CEC's Administration.
- Assist and ensure the implementation of actions from CEC Tenant Participation Strategy.

## **2. Tenants are working to improve housing and related services on a national level**

- Responding to national housing consultations:
- Meeting with national politicians and taking part in seminars and events with tenants, officers, and other Stakeholders.

## **3. Tenants' and residents' organisations are more vibrant, effective and are helping CEC to shape housing localities and neighbourhood services**

- Support the establishment of new tenants' and residents' groups.
- Support existing groups.
- Promote CEC's Neighbourhood Network to tenants.
- Encourage younger tenants to become involved in the work of ETF.
- Use a Human Rights Based Approach to housing.

#### **4. Communicate with individuals, member associations and all tenants and residents**

- Develop a digital framework for ETF to engage with tenants.
- Develop a Communications Strategy for ETF.
- Provide appropriate IT training.
- Continue use of Facebook and Twitter.
- Explore other social media and communication methods.
- Explore various funding options to buy digital equipment for ETF.
- Communicate with tenants via *Tenants Voice*, *Federation Matters*, E-Newsletter, Annual Report, Press Releases, General leaflet and articles in the *Tenants Courier*.
- Host local Housing Roadshows and host and take part in study visits to other tenants' organisations.

#### **5. Ensure effective organisation, strong governance and member participation make ETF more robust and effective**

- Ensure long term funding for the Federation via CEC and other sources.
- Develop a Strategic plan for ETF.
- Ensure strong governance, including policy and procedures reviews and development, EC training and support and recruitment of new members that is inclusive and reflects the diversity of tenants across Edinburgh.
- Staff Development, including introduction of staff handbook, personal development and support mechanisms.
- Develop robust monitoring methods including a Project Monitoring Group of representatives from ETF's EC and staff and CEC Officers to monitor and review implementation of the Work Plan and adherence to ETF's constitution and Service Level Agreement with CEC.

**ETF, June 2020.** Copies of the full Work Plan are available via email at [info@edinburghtenants.org.uk](mailto:info@edinburghtenants.org.uk) or by phone on 0131 475 2509.