

Joint Commissioning Body Terms of Reference

Membership

County Council:	Portfolio holder of Adult Services Chief Executive or Director of Social Services
District Councils (x8):	Nominated Elected Member Chief Executive or nominated rep
Devon Primary Care Trusts Jointly represented by :	Board Chairman Chief Executive or nominated rep
Probation Services:	Board Chairman Chief Executive or nominated rep
<i>Supported By:</i>	Housing Support Strategic Partnership Chair Supporting People Team

Appointment of Chair

In the first instance, the Chairperson should be the Elected Member representative from the Local Authority with lead responsibility for the Supporting People Programme (Devon County Council). The Chair will be elected annually and will rotate between the District and County Councils.

Frequency of Meetings

Meetings of the Joint Commissioning Body will be a minimum of quarterly.

Roles and Responsibilities

- To agree the Devon Supporting People Strategy for approval by the nine Local Authorities in Devon.
- To agree the joint commissioning objectives as set out in each Annual Implementation Plan.
- To direct the Administering Authority on the use and application of the Supporting People Grant, taking into consideration the capital and other revenue funding from partner agencies, charitable sources and other relevant funding.
- To undertake or participate in reviews of the work of the Housing Support Strategic Partnership, formerly the Core Strategy Development Group and the Supporting People Team.

- To maintain an oversight of the mechanisms for consultation across all stakeholders including partners and providers of services and with particular reference to service users.
- To performance manage delivery of the service review programme; with responsibility for agreeing all service review outcomes.
- To monitor the Devon Supporting people management and administration of the Supporting People Programme (including payment and charging arrangements) to ensure that:
 - Best value is achieved
 - The planning and delivery of services is integrated with allied planning processes including Local Area Agreements, Local Public Sector Agreements, Local Strategic Partnerships, 'Safer Devon' strategies and other plans and processes to address the needs of the community.

Delegated Responsibilities

- To delegate the day to day management of the Supporting People Programme to the Supporting People Team working under the direction of the Housing Support Strategic Partnership.
- To delegate to the Supporting People Team and lead Supporting People officers within the Partner Agencies, responsibility for ensuring Elected and Board Members are kept informed of the emerging Strategy and the objectives of the Programme.

Consensus and Approval

It is intended that, in the first instance, a consensus would be sought in gaining approval from all members of the Joint Commissioning Body rather than a formal voting system. If consensus cannot be reached, a voting system would be used of one vote for one organisation as laid down in the Supporting People Grant Conditions and related guidance.

If an individual Local Authority Committee vetoed the proposed Supporting People Strategy, the Office of the Deputy Prime Minister would act as arbitrator.