

# **SHELTERED HOUSING PROVIDERS FORUM - DEVON**

## **TERMS OF REFERENCE**

### **Introduction**

The Sheltered Housing Providers Forum was set up to bring together sheltered housing providers working across Devon. The group is designed to facilitate interaction between Devon County Council's Supporting People Team, in the role as commissioner of support services to older people and those undertaking such work.

### **1. Aims and purpose**

- 1.1 To ensure that housing related support providers' perspective, knowledge and understanding of housing related support services are fed into the Supporting People decision making process.
- 1.2 To ensure that housing related support providers' perspective, knowledge and understanding of housing related support services are fed into the decision making processes relating to the provision of supported housing and move-on housing.
- 1.3 To assist with the dissemination of information and knowledge about these decision making processes to facilitate providers' contribution to them.
- 1.4 To promote good practice in the housing related support sector by sharing information and facilitating joint working or joint commissioning of services, such as training.
- 1.5 To provide a named contact who will represent the Forum, in an advisory role, on the Housing Support Strategic Partnership. This representative will feed back information to the Forum at regular and timely meetings.
- 1.6 To develop wherever possible joint training initiatives.
- 1.7 To work together to identify areas of good practice.

### **2. Membership**

- 2.1 Membership of the Forum is open to all providers of housing related support services in Devon.
- 2.2 Members may or may not be currently in receipt of Supporting People Grant.
- 2.3 Members may be of any type of organisation, including registered social landlords, voluntary, statutory and private sector organisations.

2.4 Those providing sheltered housing for older people and very small providers will be directed to join the appropriate other Devon Provider Forum.

**4. Communications**

4.1 All communications will be by email. Any member unable to receive email must supply an e-mail address of a colleague who is willing to receive this information and pass it on in hard copy format, or a s.a.e.s to have paper copies posted to them.

**Meetings**

4.2 The Forum will meet monthly and will hold as many additional meetings as resources permit and as needed to achieve its aims.

4.3 The meetings will be held in as accessible a venue as resources permit.

**5. Review**

5.1 These terms of reference will be reviewed annually or earlier as required by changes in circumstances.

**Approved at Forum meeting dated:.....**

**Chair's signature:.....**

**Date due for review:.....**