

VOPAG Terms of Reference – February 2012

1	Name	HCA Board Advisory Group on Vulnerable and Older People
2	Purpose	To advise and assist the HCA in support of its role in meeting the housing needs of vulnerable and older people.
3	Terms of reference	<p>The Group will form a high level, expert sounding board and in so far as they impact on the HCA's strategic aims and functions, it will:</p> <ul style="list-style-type: none"> • Advise on the development and implementation of the HCA's approach to delivery for vulnerable and older people including advice to support the HCA to effectively meet its statutory object to contribute to sustainable development and good design for vulnerable and older people; • Inform the HCA of practical issues and implications that arise in the delivery of supported housing and housing for older people; • Advise the HCA on emerging risks and opportunities to our partners operating in mainstream housing and specialist support and care markets; • Provide expert advice on specific issues relating to older and vulnerable people; • Advise the HCA on relevant research, analysis, new and innovative practice. <p>Members of the Advisory Group will from time to time be invited to comment on issues that arise in between meetings and that require a prompt response.</p>

4	Chair and membership	<p>The Chairman shall be appointed by the HCA Board. The Chairman need not be a Member of the HCA Board, but if not, then one HCA Board Member will be appointed as a member of the Advisory Group.</p> <p>The membership should provide a balance of skills and experience that is best equipped to advise and support the HCA in meeting the housing needs of vulnerable and older people including:</p> <ul style="list-style-type: none"> • Providers and developers covering registered social landlords, the private sector, specialist and non-specialist organisations • Membership organisations, for example, NHF, CIH, LGA, HBF and ADASS • Government departments including DoH and DCLG <p>Planning, investors and design expertise</p> <p>Key client group and service user organisations reflecting the vulnerable and older people community</p> <p>The Advisory Group recognises that it will not be able to represent the diverse range of client groups and specialist organisations within the membership. It will work with HCA officers to establish a wider network of stakeholders with whom it will engage on relevant issues for information and advice.</p> <p>Members will be appointed for three years.</p>
5	Governance	<p>The Advisory Group will include at least one Member of the HCA Board together with such other persons as the HCA Board shall decide. Board Advisory Groups shall not have delegated powers but are required to report to the HCA Board periodically, and at least annually, on the matters they are established to consider.</p>