



## **Chairs & Vice Chairs Strategic Delivery Group – Terms of Reference**

Our delivery groups actively support CHC's lobbying and advocacy work on issues identified by the membership, through CHC's Corporate Plan, and supports a strong and resilient sector.

The delivery group will:

- Test and develop policy ideas that have been identified as priority issues by CHC members
- Identify future risks and opportunities
- Respond to, shape and influence government and stakeholder policy ideas.
- Horizon scan to proactively identify issues and provide thought leadership to identify long term issues that should be included in future corporate plans
- Support and actively engage in influencing work in collaboration with CHC via engagement in discussions within the delivery group, particularly in Welsh Government groups and other activities to support the delivery of the objectives set by CHC members.
- Feed into and shape CHC conferences and training so that they are relevant and useful for members.
- Work closely with external partners and the Chief Executives Strategic Delivery Group
- Support board development and good governance
- Ensure the group learns from good practice across other sectors
- Consider how board members and chairs of committees could be supported as part of wider member offer
- Act as sector advocates

### **Attendance:**

- The attendance will be restricted to Chairs and Vice Chairs of housing associations in Wales.
- An agenda will be circulated in advance which will identify the key issues under discussion.

### **Logistics:**

- Delivery group meetings will be held at CHC offices and one meeting will be held in North Wales
- Priorities will be set by the Chair and Vice chair in line with CHC's Corporate plan.
- Achievements of the delivery group will be reflected in CHC's quarterly progress reports.
- CHC staff will provide administration support for the delivery group meetings.
- Attendance for CHC members is free. In the event of non-attendance a charge to cover costs will be made to the relevant organisations.



**Role of the Chair and Vice Chair:**

**Length of term:**

Delivery groups are reviewed at the beginning of each 3 year CHC corporate plan. Chairs and Vice Chairs are elected for the 3 year period.

Following the culmination of the 3 year period, Chairs and Vice Chairs will be asked to step down to enable the nomination of a new Chair and vice Chair.

**The role:**

- To lead the delivery group, to support the delivery of key outcomes set by the membership as a priority.
- To chair the meetings and set the agenda in conjunction with CHC's CEO.
- To participate and represent the group's view in other meetings such as the CEO Strategic Delivery Group and CHC's Board.
- To act as an advocate for the delivery group to encourage engagement from the sector.