

## Appendix 1

# Housing Needs of Gypsy & Travellers Working Group

### Terms of Reference:

<b>Purpose:</b>	To ensure that the needs of the Gypsies & Travellers across the County are being met through partnership working at local and sub regional level by considering the outcome of the research undertaken at local and sub regional level and formulating an action plan to meet the need identified.								
<b>Accountable to:</b>	Cabinet Member (Environment & Strategic Housing)								
<b>Membership:</b>	<table><tr><td>Strategic Housing:</td><td>Housing Needs &amp; Development Manager Housing Needs &amp; Development Officer Homelessness Strategy Co-ordinator</td></tr><tr><td>Commissioning: Officer</td><td>Senior Commissioning &amp; Development</td></tr><tr><td>Environment:</td><td>Environment Services Manager Environment Protection Officer Traveller Liaison Officer</td></tr><tr><td>Planning:</td><td>Northern Area Team Leader Forward Planning Officer</td></tr></table>	Strategic Housing:	Housing Needs & Development Manager Housing Needs & Development Officer Homelessness Strategy Co-ordinator	Commissioning: Officer	Senior Commissioning & Development	Environment:	Environment Services Manager Environment Protection Officer Traveller Liaison Officer	Planning:	Northern Area Team Leader Forward Planning Officer
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Planning:	Northern Area Team Leader Forward Planning Officer								
<b>Consultation / Support Group:</b>	Housing Market Research Officer Diversity Team West Mercia Police – Regional West Mercia Police – Local Education Primary Care Trust Homelessness Strategy Implementation Group (HSIG)								
<b>Elected Members Review Group:</b>	Cllr Tom Hunt Cllr Patricia Morgan Cllr Sabastian Bowen Cllr J Edwards								
<b>Chair:</b>	Housing Needs & Development Manager								

<b>Admin Support:</b>	Claire Kyle, Housing Administrator (Housing Needs and Development)
<b>Frequency:</b>	Flexible (as necessary and agreed at each meeting)
<b>Venue:</b>	Hereford (Garrick House)
<b>Objectives:</b>	To review the findings of the recently completed research into the needs of Gypsies and Travellers and formulate an action plan.
	To act as a contact point for providing feedback to the sub regional working groups.
	To ensure best practice is explored and implemented where appropriate across Herefordshire.
	To maximise the use of internal and external funding arrangements to meet the objectives of the agreed action plan.
	To work in partnership to identify potential land opportunities as required.
<b>Review Date:</b>	6 months
<b>Circulation List:</b>	Environment – Frank Lane, Gypsy Officer (Traveller) Peter Baines