

# Resident Design Forum

## Terms of Reference



<b>Purpose of the forum</b>	<p>The purpose of the Resident Design Forum is to provide resident feedback on the design of Southern Housing's new build homes and make recommendations for future improvement. To deliver this purpose the forum will:</p> <p>Review residents' experiences of living in recently built Southern Housing properties, including by visiting homes to scrutinise quality and seeking direct feedback from residents.</p> <p>Make recommendations for improving the interior and exterior design and quality of new homes.</p>
<b>Number of members</b>	No fixed number. Membership numbers are flexible, given the need for site visits across the country and will be dictated by need.
<b>Membership</b>	Member eligibility is set out in the Resident Recruitment Policy.
<b>Quorum</b>	No fixed quorum.
<b>Frequency of meetings</b>	The forum will meet as required.
<b>Meetings</b>	Meetings should usually be held in person as part of a site visit.
<b>Decisions</b>	<p>Decisions at meetings will be reached by consensus.</p> <p>Where consensus cannot be reached, a vote should be taken.</p>
<b>Reporting / Communication</b>	<p>The Resident Design Forum will share key messages with Resident Strategy Group and/or resident governance forum as necessary.</p> <p>Following a site visit, the forum will share their recommendations for improving future developments with senior development staff.</p>
<b>Appointments</b>	As the forum functions primarily through individual site visits, there will be no overall chair or vice-chair for the forum as a whole.

### Document Version Control

Version number	1	Southern Housing's designate Board	September 2022
	2	Southern Housing's Board	September 2024