



Dear Sir/Madam

We are delighted that you are taking the time to read and hopefully comment on the Terms of Reference set out in this document. We want to assure you that all comments will be read and discussed.

Please refer to the heading or section number when submitting comments. We also welcome your general comments.

Once again thank you for taking the time to give us your feedback.

Please note the terms of reference set out in this document exist only in draft form until endorsed via a public consultation.



Strength in Unity and Unity in Diversity

Terms of reference

1.0 Purpose of the AGE-N&D

- 1.1 The **AGE-N&D** network is a partnership working to improve the quality of life of older people in the Newry & Mourne and Down area.
The Network will:
 - Provide leadership
 - Connect older people to their community
 - Influence Public Authorities
- 1.2 The network will work in partnership with other forums that provide opportunities for dialogue on issues of importance to older people.
- 1.3 The network will support local age sector groups to ensure that their participation in campaigning and lobbying produces tangible outcomes for older people.
- 1.4 The network will provide a strong foundation to ensure that the voice of local older people and age sector groups is heard in the structures that emerge from the RPA process. Key areas of influence will be community planning, health and social care and other relevant Public Authority planning processes.

1.5 The network will assist local groups to develop systems which enable them to demonstrate the value of their work.

The collection of this information will be used to:

- Improve the quality of life of older people
- Campaign & Lobby
- Identify need and plan services
- Secure long term sustainability for local groups and the network
- Build and improve relations between local groups

1.6 The Network will strive to ensure the engagement of marginalised and isolated older people including, house bound, those in rural areas, those living in residential & nursing homes and those with caring responsibilities

2.0 Membership of the Network

1. Network membership is open to any community or voluntary group within the Newry & Mourne and Down area whose work impacts on older people.
2. As new groups become known to the network an invitation will be extended to join.
3. Network membership is open to any older person and those interested in improving the quality of life for older people who live within the Newry & Mourne and Down Council boundary.
4. An annual notice will be placed in local media inviting any older person and those interested in improving the quality of life for older people to join the network
5. All network members will aim to provide feedback on network activities to the wider older population.
6. Membership of the network will be reviewed every year.
7. If a member fails to attend two consecutive network meetings a letter will be sent by the Core Committee asking if that member

wishes to remain within network. If no reply is forthcoming they forfeit their membership

3 Membership of Core Committee (CC)

1. The CC will consist of 16 members. In the first instance at least half of the CC will be made up of steering group members. The remaining seats will be nominated and elected through the network groups. An individual member can only be nominated to the CC with the support of a Network group.
2. The CC will elect office bearers for the term of 3 years.
3. The CC will;
 - Develop the network strategy
 - Provide leadership,
 - Connect older people to their community,
 - Influence Public Authorities
 - Represent the network
4. The responsibilities of the CC will include the preparation of the agenda for meetings, the circulation of papers in advance of meetings, and the practical arrangements for meetings of the Network
5. The CC will have the role of identifying other mechanisms that could be used to promote wider participation.
6. When appointed to the CC members will be expected to contribute for the benefit of all
7. Each CC member will adhere to a code of practice
8. Age NI will provide secretarial and developmental support to the Chair, to the CC and wider network membership.

4 Frequency of meetings

1. Initially meetings of the CC will be held bi-monthly. Full network meetings will take place twice every year.

5 Term of office

1. The maximum term of office for CC is three years. After this time members must stand down, however they will be eligible for re-election. The maximum service on CC is three terms

6 Working Groups

1. Working groups will be established to meet on a more frequent basis to undertake specific pieces of work
2. Working groups will report back to the CC and if appropriate the full Network meeting