

TERMS OF REFERENCE

Age Friendly Community Initiative Advisory Committee

The Advisory Committee of the Age Friendly Community Initiative is a community stakeholder group committed to addressing the needs of seniors living in Nelson BC and area.

Mission	To lead a collaborative and coordinated response to address the needs of seniors in the region.
Vision	Nelson and area will be an age friendly community providing a full complement of services, activities and resources for seniors of all ages, abilities and economic status.
Advisory Committee Objectives	<ol style="list-style-type: none">1. To promote collaboration among diverse sectors and stakeholders to best address the current and future needs of seniors.2. To identify age friendly community needs for seniors.3. To provide community leadership to develop and implement a plan to meet the needs of seniors in Nelson and area.4. To strengthen the sustainability of community services, resources and activities through capacity-building and broadening the resource and funding base.5. To enhance knowledge sharing and education about available services, resources, activities and best practices.
Membership	<p>The Advisory Committee is open to service providers, seniors and other stakeholders in the community who share a vision of collaborative development of services, resources, support and activities for seniors in the Nelson and area.</p> <p>Member diversity is a key asset. Accordingly, cross sector involvement and involvement of consumers is encouraged. Sectors include, but are not limited to, all levels of government, non-profit organizations, business sectors and community representatives of particularly vulnerable groups. However, to ensure inclusiveness as well as Committee effectiveness, only one representative will be invited from each agency or stakeholder group. (There will be opportunities also for participation in sub-committees and working groups.)</p> <p><u>Decision Making</u></p> <p>The Advisory Committee will follow a consensus model for decision making. Where funding and fund development decisions are concerned the Advisory Committee will make recommendations to the Board of Nelson CARES Society for final approval. In the event that the AFC Advisory Committee disputes the decision of the NCARES Board, the Advisory Committee is invited to submit, in writing, an appeal. The NCARES Board will review the information and respond within 20 working days.</p>

Nelson CARES Society Board of Directors will give all recommendations put forward by the Advisory Committee serious and careful consideration, honouring the commitment, knowledge and experience of the Advisory Committee.

Rules Of Conduct

The Advisory Committee members will demonstrate respect for diversity of opinion and membership within the group. A list of meeting ground rules is appended.

Confidentiality

Age Friendly Community Advisory Committee meetings are open and public. Members will refrain from discussing client-specific, confidential and/or personal identifying information in committee discussions.

Term & Commitment

Advisory Committee members will be appointed for a renewable one-year term.

The Advisory Committee will operate through to July 31st, 2018 in accordance with the current terms of the funding agreement between Nelson CARES Society and Initiative funders. This term will be reviewed and evaluated as needed by the Nelson CARES Board of Directors or the Initiative funders.

Over this period the committee will meet a minimum of five times per year or as needed. The Advisory Committee sets its work priorities and goals based on the three-year Initiative action plan which is reviewed annually. One Advisory Committee meeting per year is dedicated to a review and update of the action plan

Authority & Accountability

The Advisory Committee represents those it serves: the Nelson and area community and the service consumers and those working directly to respond to the needs of seniors.

The Advisory Committee will be accountable to the Board of Nelson CARES Society.

The Initiative staff and Board of Nelson CARES Society will report to Initiative funders on achievement of the overall project objectives.