

# **WORKING PARTY TERMS OF REFERENCE**

## **Minority Elders' Working Party Terms of Reference**

- (i) To determine the issues which are of most concern to black and ethnic minority elders and present to the EC policies and strategies that ensure these concerns are addressed.
- (ii) To submit to the EC briefing papers, pamphlets etc. that deal with issues of concern to black and ethnic minority elders.
- (iii) To develop and maintain contacts with black and minority ethnic elders and their organisations and to plan, with the EC's collaboration, seminars, meetings and conferences on appropriate issues.
- (iv) To advise the EC on ways in which the participation and involvement of black and ethnic minority elders within the NPC can be improved.
- (v) To brief the EC regularly on the working party's progress.

## **Pensions and Income Working Party Terms of Reference**

- (i) To examine, consider and advise the EC on issues relating to pensions, benefits, allowances and taxation as they affect the incomes of older people. This should also include considering how any such improvements could be funded.
- (ii) To submit to the EC as appropriate formal papers, briefings etc that deal with these issues, as an aid to policy making.
- (iii) To commission research where necessary to advance the NPC's understanding of specific issues.
- (iv) To co-opt additional expert members as appropriate.
- (v) To brief the EC regularly on the working party's progress.

## **Women's Working Party Terms of Reference**

- (i) To determine the issues which are of most concern to older women and present to the EC policies and strategies that ensure these concerns are addressed.
- (ii) To submit to the EC briefing papers, pamphlets etc. that deal with issues of concern to older women.

- (iii) To develop and maintain contacts with older women and their organisations and to plan, with the EC's collaboration, seminars, meetings and conferences on appropriate issues.
- (iv) To advise the EC on ways in which the participation and involvement of older women within the NPC can be improved.
- (v) To brief the EC regularly on the working party's progress.

#### **Transport Working Party Terms of Reference**

- (i) To examine, consider and advise the EC on issues relating to public transport and related services and how they affect older people.
- (ii) To submit to the EC as appropriate formal papers, briefings etc that deal with these issues, as an aid to policy making.
- (iii) Where appropriate, to also consider and advise on the different arrangements for transport across the devolved Parliaments and Assemblies.
- (iv) To develop and maintain contacts with like-minded organisations and if necessary, to plan with the EC's collaboration, seminars, meetings and conferences on appropriate issues.
- (v) To co-opt additional expert members as appropriate.
- (vi) To brief the EC regularly on the working party's progress.

#### **Health and Social Care Working Party Terms of Reference**

- (i) To examine, consider and advise the EC on health matters, the NHS, the provision of social care and related services in relation to how they affect older people.
- (ii) To examine, consider and advise the EC on any proposed legislation relating to health and social care matters affecting older people.
- (iii) To submit to the EC as appropriate formal papers, briefings and reports that deal with these issues, as an aid to policy making, and to conduct the necessary research in order to produce such documents.
- (iv) To develop and maintain contacts with like-minded organisations and individual experts who share the NPC's view on health and social care matters.
- (v) Where necessary, to plan with the EC's collaboration, events on appropriate issues.
- (vi) To specifically look at the following work programme:

- To consider how an integrated National Health and Care Service, funded through general taxation could be implemented in practice
  - To assess the different health and social care models across the UK
  - To assess the impact of the Health and Social Care Act 2012
  - To assess the impact of the Care Act 2014
  - To consider how the NPC's Dignity Code could be more widely adopted and used across the health and care service throughout the UK
  - To consider the issue of using CCTV in care homes and the tagging of dementia sufferers
  - To consider the issue of personal health data and issues of access and confidentiality
  - To consider the impact of an ageing population will have on health and care services
  - To consider the issue of malnourishment amongst older people both inside and outside hospital
  - To consider the issue of delayed discharges and the impact this can have on older people
  - To consider issues around end of life care and dignity in dying
- (vii) Where appropriate, to also consider and advise on the different arrangements for transport across the devolved Parliaments and Assemblies.
- (viii) To brief the EC regularly on the working party's progress.

#### **Structure Working Party Terms of Reference**

- (vi) To advise on the best possible and practical structure for the NPC in relation to membership and organisation, and recommend to the EC how this could be achieved.
- (vii) To consult and consider with the regions and national affiliates any issue arising in relation to structural or organisational matters.
- (viii) To develop and maintain contacts with regions, to visit them where appropriate as part of this work and to organise suitable events in conjunction with the NPC office.
- (ix) To carry out any other specific tasks as required by the EC, National Council or Biennial Delegate Conference.
- (x) To brief the EC regularly on the working party's progress.
- (xi) To elect a chair, and review its membership and terms of reference every two years following the Biennial Delegate Conference.

#### **Finance Working Party Terms of Reference**

- (i) To draw up the annual budget of income and expenditure and to monitor progress on a regular basis.

- (ii) To consider and recommend ways of raising additional funds or reducing expenditure as appropriate.
- (iii) To develop and maintain contacts with regional treasurers to ensure NPC regions are as financially sound as possible. This may include offering support and advice as required.
- (iv) To carry out any other specific tasks as required by the EC, National Council or Biennial Delegate Conference.
- (v) To brief the EC regularly on the working party's progress.
- (vi) To elect a chair, and review its membership and terms of reference every two years following the Biennial Delegate Conference.

### **Digital Inclusion/Exclusion Working Party Terms of Reference**

- (i) To assess the state of digital inclusion/exclusion across the UK, including the costs and to publicise those successful policies aimed at enabling older people to use new technology.
- (ii) To determine the issues which are of most concern to older people and present to the EC policies and strategies that ensure these concerns are addressed.
- (iii) To explore ways in which older people, who cannot, or do not wish to go online are not disadvantaged or discriminated against.
- (iv) To develop and maintain contacts with other organisations and experts to assist in carrying out this work.
- (v) To brief the EC regularly on the working party's progress.

### **Housing Working Party Terms of Reference**

- (i) To examine, consider and advise the EC on issues relating to housing that affect older people. This should also include considering how any such improvements could be funded.
- (ii) To submit to the EC as appropriate papers, briefings etc that deal with these issues, as an aid to policy making.
- (iii) To research where necessary specific issues to advance the NPC's understanding.
- (iv) To co-opt additional expert members (who are not part of the NPC) as appropriate.
- (v) To brief the EC regularly on the working party's progress.

## **LGBT Working Party Terms of Reference**

- (i) To determine the issues which are of most concern to LGBT pensioners and present to the EC policies and strategies that ensure these concerns are addressed.
- (ii) To submit to the EC as appropriate papers, briefings etc. that deal with issues of concern to LGBT pensioners.
- (iii) To develop and maintain contacts with LGBT pensioners and their organisations and to plan, with the EC's collaboration, seminars, meetings and conferences on appropriate issues.
- (iv) To advise the EC on ways in which the participation and involvement of LGBT pensioners within the NPC can be improved.
- (v) To brief the EC regularly on the working party's progress.