

Chichester District Older Peoples Partnership

Terms of Reference

Aim

- To develop a partnership of older people between statutory, voluntary and community sectors.
- To build the capacity of the voluntary and community sector to deliver services and projects with the overarching objective of improving health and wellbeing

Objectives

- To develop a partnership of older people and relevant organisations and to encourage collaborative working.
- To work within the principles of the Partnership for Older People Project (POPP) model, reflecting the identity of a Neighbourhood Care Alliance.
- To identify need and develop, implement, monitor and evaluate an action plan to reflect need.
- To have a communication role, to ensure that information and expertise is shared across all members.
- To act as a forum where older peoples' views will be heard in relation to organisational strategies and policies that impact on older people.
- To provide networking opportunities for the strengthening and development of older person forums and existing project groups.
- To focus on action and achievements that aim to benefit the health and wellbeing of older people.
- To provide the opportunity to reduce duplication between agencies and improve partnership working for health and wellbeing.
- The partnership will endeavour that all localities within the Chichester District, both urban and rural, benefit from the partnership actions.

Members

- The partnership will be open to any organisation or group representing the views of older people.

Meetings

- The partnership will decide the chairperson and this will be reviewed annually.
- A steering group will manage the partnership and report to the Healthier Chichester Partnership.
- The partnership will meet a minimum of four times a year.
- The partnership will meet at the Chichester District Council offices or other suitable venues, mindful of accessibility due to the large geographical area.
- Prior to a meeting members will be provided with information, which they will be expected to be familiar with to enable actions to be agreed.

Steering Group

The CHOPP will have a steering group and main duties to include:

- The steering group will be the local project board for implementation of POPP within the Chichester District, ensuring links are made and developed with the Community Partnership Team and the Chichester Older People Partnership
- The Community Partnership Team Steering Group will report to the CHOPP Steering Group through the CPT Coordinator
- The steering group will report to the Healthier Chichester Partnership Board, which will then report to the Chichester Local Strategic Partnership.
- An organogram is included to reflect relationships and structure.
- Take account of local need as raised through the partnership and CPT to develop an action plan and monitor progress
- Establish other sub-groups as required to consider issues in detail
- The Chair will be agreed annually

The steering group will include:

- Senior and Older People Forums (maximum of two places)
- CHOPP Voluntary Sector Members (four places)
- CPT Coordinator
- CHOPP (NCA) Coordinators (two places)
- Chichester District Council (one place)
- West Sussex PCT (one place)
- West Sussex County Council (POPP Project Development Officer and VSLDO or Adult Services Locality Manager)

