

Age-Friendly Windsor Working Group

Mandate and Terms of Reference – 2023-2026

Mandate

- Review projects in partnership with City administration to ensure the process of continual improvement and enhancing age-friendliness.
- Work in partnership with City administration to develop an Action Plan to enhance Windsor's status as an Age-friendly community.
- Solicit input for issues that affect local seniors.
- Identify barriers to access by seniors to City services and programs.
- Form partnerships and building relationships in the community to educate, inform and improve quality of life for seniors.
- Make recommendations and provide advice to City administration regarding strategies that could be used by City administration to address the needs of seniors in the City of Windsor.
- Assist with community consultations facilitated by administrative staff.

Duties & Responsibilities

- Operate in partnership with City administration across relevant City departments that undertake work that might include or align with Age-friendliness.
- Assist with ongoing involvement with the WHO Global Network of Age-friendly Cities and Communities, including the 5 year planning and implementation cycle.
- Work alongside City Administration to implement an established Action Plan, track successes, opportunities, results, etc..., and update accordingly.
- Liaise and where appropriate advise City administration and the Community Services Standing Committee in areas providing direct delivery of services and programs to seniors.
- Assist with ensuring that a variety of outreach methods are utilized in order to reach seniors from diverse communities.
- Liaise with the Coordinator – Community Programming and Development – to help ensure provision of opportunities for seniors.
- Assist with the development and maintenance of a resource/community partner catalogue and contact information

Composition/Membership

The Age-Friendly Windsor Working Group will consist of 8 members, including six community members and two City administration (one from Recreation and one from Parks). No City Councillor will sit on the Age-Friendly Windsor Working Group.

Additional Information

The Age-Friendly Windsor Working Group will meet semi-annually, with an option to call extra meetings as needed.

City Council shall appoint the members of the Age-Friendly Windsor Working Group for a four year term.

The Age-Friendly Windsor Working Group will report to the Community Services Standing Committee and City Council.

Remuneration

Members will serve in a volunteer capacity with no remuneration.