



Revised Terms of Reference for AGE Expert Group

26 May 2010

These revised Terms of Reference will apply to the new expert groups after the summer. The changes refer to what was decided at the General Assembly 2010 (AGE's yearly reporting mechanism) which are included in the General Assembly Resolution and will be in AGE's next Strategic Plan.

As part of our evolving work programme, AGE has set up a number of expert groups to cover the main policy areas on which we work. AGE's expert groups play a crucial role in helping to develop AGE positions on the specific policy areas they deal with and we want to seize the opportunity of the PROGRESS programme to develop our pool of experts.

As explained in the call for nominations of expert groups, AGE now has expert groups on:

- Anti Discrimination Expert Group
- Social Protection/Pensions Expert Group
- Social Inclusion Expert Group
- Employment and Active Ageing Expert Group
- Health, Long Term Care and Social Services Expert Group
- Working Group on Universal Accessibility and Independent Living

AGE's budget presently allows 86 experts to participate in meetings twice a year. A wider group of experts (substitutes) contribute to AGE work through e-mail. AGE expert groups are the eyes and ears of AGE at national level and help inform the work of the Secretariat by providing useful feedback on the situation and views of older people in their country. Experts are nominated by their Council members to bring their expertise and national perspective into AGE work.

Expert group members should be willing to play an active role in the national AGE platforms, wherever these exist, consulting and informing them on the issues under discussion in their group and bringing back feedback from the national level to inform the development of AGE policy positions. Experts are expected to reconcile national perspectives to inform AGE positions. They are also expected to liaise regularly with AGE members in their country and with their national representative(s) in the AGE Council in order to keep them informed about the debates going on within the expert groups and to seek their views on relevant dossiers. They can also be called on to represent AGE from time to time, for example at EU events.

The expert groups play a key role in helping AGE implement its objectives and work programme in their respective policy field: they bring the national perspective into

AGE's work and help draft common statements on the policy areas they work on. These statements are then submitted to the AGE Executive Committee and Council for discussion and approval.

The General Assembly 2010 has asked experts to report at least once a year (prior to their spring meeting) to their Council member and the Secretariat on their activities to inform and consult AGE members in their country on the use they make of AGE's policy work to influence national policies and on their input to AGE's common work. This feedback will inform the Executive Committee's decision on expert group composition for the coming year.

To help Council members find the right experts, we have developed some information on the role of each expert group and guidelines on the profile we are looking for each expert group. We also include some guidelines on the profile we expect for the Chairs and Vice-Chairs of the expert groups.

General role of AGE experts

- To contribute their expertise to AGE's work at EU level while taking account of the views of AGE members in their country.
- To provide a first contact point at national level for discussion on AGE's work in the relevant area.
- Experts nominated to take part in the core group must commit themselves to attend the biannual meetings and to devote time to support AGE's work by responding to requests for information and consultations sent by the Secretariat between meetings.

Transversal areas

Expert groups will:

- Develop their work within the context of the new Europe 2020 Strategy.
- Strengthen their work in support of a European Year in 2012 on Active Ageing and Intergenerational Solidarity.
- Intensify their respective work and involvement in the European Years. Centered on a particular issue every year, these pan-EU awareness raising campaigns present an important lever for promoting policy change and disseminating information on a specific aspect of ageing.

Group specific roles

- **Age Discrimination Expert Group**
 - Monitor the implementation at national level of the Council Directive on equal treatment in employment and occupation (2000/78/EC) and reflect on actions which are needed at national and European level to enhance the progress in the fight against age discrimination in employment and training.
 - Monitor the implementation at national level of other EU equality actions, in particular the Council Directive implementing the principle of equal treatment between persons irrespective of racial or ethnic origin (2000/43/EC) and the Council Directive implementing the principle of equal treatment between men and women in the access to and supply of goods and services (2004/113/EC), and reflect on actions which are needed at national and European level to enhance the progress towards a more equal Europe.
 - Help develop recommendations for further legislation at EU level on age discrimination outside employment.

- Help develop AGE's position on the various discrimination areas where age and other discrimination grounds intersect i.e. age and gender, age and race.
 - Help develop AGE's input in the various discrimination/equal opportunities related projects AGE is involved in.
 - Build effective working relationships with equality bodies, trade unions etc at national level.
 - Help develop AGE's input in the various conferences and seminars on discrimination and equal opportunities to which AGE is invited to contribute.
- **Pensions/Social Protection Expert Group**
 - Contribute to the EU's Social Open Method of Coordination so that it benefits from the expertise of older people's organisations and develops in the interest of older people.
 - Support AGE's participation in the EU Pensions Forum which deals with cross-border issues concerning occupational and private pensions.
 - Help develop AGE's input in the various social protection/pensions related projects AGE is involved in.
 - Help develop AGE's input in the various conferences and seminars in which AGE is invited to contribute.
- **Social Inclusion Expert Group**
 - Contribute to the EU's Social Open Method of Coordination so that it benefits from the expertise of older people's organisations and develops in the interest of older people.
 - Help develop AGE's input in the various social inclusion related projects AGE is involved in.
 - Help develop AGE's input in the various conferences and seminars on social inclusion in which AGE is invited to contribute.
- **Employment and Active Ageing Expert Group**
 - Help the Secretariat produce common statements on issues related to the employment of older workers both in a paid and unpaid capacity; in training and lifelong learning; and on older people's involvement in volunteer activities; and draw recommendations to promote quality work and better opportunities for people aged 50+ to lead active lives.
 - Liaise with trade unions at national level and promote AGE's recommendations among social partners at national level.
 - Monitor active ageing and employment policies at national level and send feedback to the AGE Secretariat with recommendations.
 - Help prepare the 2011 European Year of Volunteers.
 - Help develop AGE's input in the various employment, lifelong learning and volunteering related projects AGE is involved in.
 - Help develop AGE's input to the various conferences and seminars on employment, lifelong learning and volunteering to which AGE is invited to contribute.
- **Health, Long Term Care and Social Services Expert Group**
 - Help develop AGE input into the relevant European processes at all levels, including national policy-making, the development of the Open Method of Coordination in the field of health care and long-term care for the elderly, social services and the European public health policy.
 - Provide information on the organisation and problems of their national health, long- term care and social services systems. This will imply close work with the Social Protection Expert Group.

- Monitor healthy ageing policies at national level and send feedback to the AGE Secretariat with recommendations.
 - Help AGE contribute to the European Health Policy Forum, send relevant experts to its meetings and work in partnership with other stakeholders and institutes in the field of health and social services.
 - Help develop AGE's input in the various health and social services related projects AGE is involved in.
 - Help develop AGE's input in the various conferences and seminars on health and social services to which AGE is invited to contribute.
- **Universal Accessibility and Independent Living Expert Group**
 - Help develop AGE input into the relevant European processes at all levels, promoting universal access and independent living.
 - Provide information on the policies implemented at national level to promote universal access and fight the digital divide.
 - Help AGE contribute to the European e-inclusion programme and respond to EU consultations on transport and housing issues.
 - Help develop AGE's input to related projects that AGE is involved in.
 - Help develop AGE's input in the various conferences and seminars on new technologies, transport and housing to which AGE is invited to contribute.

General role of Expert Group Chairs / Vice-Chairs

Expert groups elect their chair and vice-chair annually among their members at their next meeting following the spring Council meeting.

The role of the Chair is to collaborate with the Secretariat in the running of the expert group and in particular to:

- Chair its meetings, to be available to be called upon to represent the position of AGE on relevant policy matters in outside events, and to comment on the draft agenda and draft minutes of meetings.

Chairs should:

- Have the expertise relevant to developing policy at EU level in relation to the tasks for their respective expert group.
- Be able to commit the time necessary to attend 2 meetings per year and to make an active contribution outside of these meetings (for example by providing support to the Secretariat and helping them to develop documents, etc).

It is important that Chairs bring no conflict of interest to their role through outside contact with industry associations.

The role of the Vice-Chair is to support the Chair and Secretariat in the above areas.

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