

Terms of Reference and Process of Working

Title of Group: Eastern Physical Activity Co-ordination Group (EPACG)

Aim:

The Eastern Physical Activity Co-ordination Group (EPACG) was established to facilitate and overview the implementation of the Northern Ireland Physical Activity Strategy and to advise NIPAIG on issues of area wide importance. The administrative area covered by the group is the Eastern Health and Social Services Board Area which includes Belfast, Castlereagh, Lisburn, Down, North Down and Ards Council areas and those of the Belfast and South Eastern Education and Library Boards.

Objectives:

- a) to facilitate the implementation of the Northern Ireland Physical Activity Strategy.
- b) to promote communication and collaboration between agencies involved in the promotion of physical activity.
- c) to guide and direct the work of the Physical Activity Co-ordinator.
- d) to develop a shared action plan for the promotion of physical activity in the EHSSB area.
- e) to monitor the implementation of the Physical Activity Strategy in the EHSSB area.
- f) to act as a conduit for the sharing of information with/from the Northern Ireland Physical Activity Implementation Group (NIPAIG).
- g) to generate recommendations of local significance to be submitted to NIPAIG.

Membership

The membership of the group will consist of:

One representative from each of the following agencies -

- EHSSB
- BELB and SEELB
- Belfast, Castlereagh, Lisburn, Down, North Down and Ards Councils
- Four community Health & Social Services Trusts
- The Acute Hospital Trusts in the EHSSB
- Four community Physical Activity Fora in the EHSSB area
- Belfast Healthy Cities Active Living Group
- Sports Council for Northern Ireland
- Eastern Area Health Promotion Forum
- Department of Regional Development

The group will co-opt new members by agreement.

Chairperson

The Chairperson of the group will be elected from within the group.

Their term of office will be two years.

Quorum

Eight members will form a quorum.

Proxy Attendance

If a member of the group is going to miss more than two meetings, they may seek the approval of the committee to send a proxy in their place.

Media Relations

All media contact should be directed to the Chairperson in the first instance.

Frequency of Meetings

Meetings will be held on the second Tuesday of every month in the first instance, with the frequency being altered to meet requirements as deemed necessary by the group.

Location of Meetings

Meetings will be hosted by different members of the committee, in which case that individual member will have the responsibility of organising the venue and hospitality.