

Appendix “B”

TERMS OF REFERENCE

Anti-Poverty Action Plan Advisory Committee

PURPOSE AND SCOPE

The purpose of the Anti-Poverty Action Plan Advisory Committee (Advisory Committee) is to lead the development of a Territorial Anti-Poverty Action Plan, in collaboration with stakeholders and under the direction of the Chair of the Social Envelope Committee of Cabinet. The scope of the Advisory Committee includes communication, facilitation, capacity building within the region or sector they represent, relationship building, knowledge exchange and the provision of advice and recommendations to the Minister.

RESPONSIBILITIES

The Committee’s role is primarily advisory. Members will promote and lead the development of a territorial action that represents the interests and priorities of stakeholders by:

- Communicating, promoting and acting as champions for the development of the Action Plan;
- Consulting with the appropriate stakeholders within each member’s respective region and/or community of interest;
- Directing the development of a Territorial Anti-Poverty Action Plan, which reflects commitments to action by committed stakeholders;
- Representing stakeholder interests in the establishment of action plan priorities;
- Validating actions with stakeholders for inclusion in the Territorial Anti-Poverty Action Plan;
- Acting as regional/stakeholder facilitators in the establishment of priorities, proposal development, capacity development, communication and knowledge exchange;
- Providing advice on the allocation of GNWT funding in support of anti-poverty initiatives, including rating of proposals; providing advice on the development of a monitoring, evaluation and reporting framework for the Anti-Poverty Strategic Framework.

MEMBERSHIP

The Advisory Committee will be comprised of no more than 10 individuals representing a balance of sectors and regions, including territorial non-government organizations; community governments; Aboriginal governments; business and the GNWT.

- Co-Chair, Dehcho representative - Chief of the Liidlii Kue First Nation (Minnie Letcher)

- Co-Chair, GNWT representative – Bronwyn Watters
- Territorial NGO representative – Julie Green
- Community Government - Mayor Mark Heyck
- IRC representative – Bob Simpson
- Community representative – Chief Herbert Blake
- Tlicho Government - TBD

ROLE OF THE CO-CHAIRS

- Chair the meetings;
- Set agendas for meetings based on issues and priorities; and
- Report back to the Minister of Health and Social Services.

MEETINGS

There will be one initial face-to-face meeting of the committee in early 2014, and at least one additional face-to-face meeting. The majority of the committee's work will be conducted by conference call or webinar.

Whenever possible, meeting materials will be distributed no later than three working days prior to the meeting.

REPORTING

The co-chairs will report to the Chair of the Social Envelope Committee of Cabinet.

ADMINISTRATIVE SUPPORT

Administrative support for conducting the Advisory Committee's business will be provided by the Department of Health and Social Services

TERM

The committee's mandate will end upon the completion of a Territorial Anti-Poverty Action Plan, and performance measurement and monitoring framework. Appointments will be for one year. The Committee's progress will be assessed in January 2015 and an extension may be considered if required.