



TERMS OF REFERENCE ANTI-POVERTY ADVISORY COMMITTEE

PURPOSE AND SCOPE

The purpose of the Anti-Poverty Advisory Committee (Committee) is to provide input and advice to the Minister of Health and Social Services. The scope of the Committee includes knowledge exchange and the provision of advice and recommendations to the Minister.

Working with the Senior Advisor, Anti-Poverty; the Committee will oversee the implementation of the Territorial Anti-Poverty Action Plan (TAPAP), report on progress, and provide input into the plan's ongoing renewal. Annually, the Committee will review applications to the Anti-Poverty Fund and present funding recommendations to the Minister. The Committee will provide guidance in the planning for the annual Anti-Poverty Roundtable. The Committee may advise on additional work to be undertaken, and may be assigned additional projects at the discretion of the Minister.

RESPONSIBILITIES

The Committee's role is primarily advisory. Members will review documents prepared by the GNWT to ensure multi-sectorial input, will lead the review of applications to the Anti-Poverty Fund, and will provide guidance in the development of the annual Roundtable gathering. The Committee's specific responsibilities include:

- Communicating, promoting and acting as champions for the Territorial Anti-Poverty Action Plan;
- Reviewing the TAPAP to ensure consistency with the priorities and updates set out by Roundtable participants;
- Reporting on progress towards implementation of the TAPAP;
- Reviewing and rating applications to the GNWT Anti-Poverty Fund, and providing advice on the allocation of funding;
- Providing guidance in the planning for the annual Anti-Poverty Roundtable.

MEMBERSHIP

The Committee will be comprised of no more than 10 individuals representing a diversity of regions and sectors of the NWT, including community governments, Indigenous governments, non-government organizations, the private sector, and the GNWT. Where possible, committee membership will include Elder and Youth perspectives, persons with lived experience, balanced regional representation including, smaller communities and regional centres, and gender equity.

ROLE OF THE CHAIR

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

MEETINGS

The Committee will meet face-to-face in February or March each year to review applications to the Anti-Poverty Fund.

With input from the Committee, additional meetings (teleconference and/or face to face) will be scheduled throughout the year.

Committee Members are encouraged, but not required, to attend the annual Anti-Poverty Roundtable.

Whenever possible, meeting materials will be distributed no later than three (3) working days prior to meetings and results of the meeting distributed within ten (10) days afterwards.

REPORTING

The Chair will report to the Minister of Health and Social Services.

ADMINISTRATIVE SUPPORT

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

EXPENSES AND REMUNERATION

All participation costs, including travel, accommodation, and per diem, will be provided by the GNWT. Committee Members who are not compensated by their employer for Committee participation will be offered honoraria consistent with the policies and rates approved by the Financial Management Board.

TERM

The Committee's mandate is ongoing. Individual appointments will be for staggered terms of up to 3 years, with the option of renewal for a second term up to a maximum of 6 years. Appointments are at the discretion of the Minister and may be revoked at any time.