



**West Cheshire Poverty Truth Advisory Board (PTAB)
Delivering a Fairer Future**

Terms of Reference

Background: On 8 July 2020 Cabinet established a Poverty Truth Advisory Board, to oversee the poverty agenda.

Purpose: The Board will act in an advisory and support capacity (a sounding board) to services across the Council and partner agencies. It will build on the learning from two Poverty Truth Commissions, ensuring people with lived experience are at the heart of any decision making.

Principles and functions:

- Bring the poverty agenda to the forefront and respond to any changes/challenges that the communities of West Cheshire face using a social justice and social action approach
- Listen and learn from people with lived experience of poverty (Community Inspirers).
- Influence the Council and partner organisations to recognise people with lived experience as key stakeholders, making it easy and accessible for people with lived experience of poverty to share their insights, participate and influence, including a dedicated on-line presence.
- secure a robust framework to ensure that change in how decisions are made is permanent.
- Build a community to help inform our work and make use of visiting members (formally linked specialist advisers to the group), all community inspirers to bring in knowledge and expertise, in appreciation of the scale of the cross-cutting nature of poverty.
- Reduce the stigmas and assumptions attached to the use of the word poverty.
- Gather further data and evidence about poverty and the impact of poverty.
- Use our knowledge and evidence to influence those in positions of power to review how we tackle poverty within Cheshire West and beyond

Board Member	Community Inspirer
Board Member	Community Inspirer
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Board Member	Community Inspirer
Board Member	Community Inspirer
Advisory Officer	Insight and Intelligence Manager
Advisory Officer	Poverty Truth Co-ordinator
Advisory Officer	Strategy and Innovation Manager
Advisory Officer	Revenues & Assessment Services Manager

Roles and responsibilities:

Co-Chairs

The PTAB will be co-chaired by an agreed Community Inspirer and the Leader's Champion for Poverty and Inequality.

To fairly select a Co-chair the Board have asked for Community Inspirers to express an interest in the role by submitting a short-written statement. Members will consider the expressions of interest and agree a rolling chair with each interested Community Inspirer taking a six-month period as Co-Chair.

The Co-chairs will work alongside each other, investing time to develop a relationship which will involve meeting up outside of Board meetings and regular catch-up calls.

Responsibilities will include:

- Overseeing meetings - announcing the items on the agenda and ensuring meetings run to time.
- Ensure all members have an equal and fair chance to participate.
- Ensure all Board members have access to timely, relevant, accurate and honest information to enable them to reach informed decisions and enable meeting time to be productive.
- Provide updates to full Cabinet, where appropriate and attend Cabinet briefings when requested.
- Nominate and support other Board and community members to present items, where appropriate to other relevant groups/boards.

Co-chairs have been selected as follows:

- Susan Whitfield
- Barbara Dean
- Rachel Williams
- Shirley Rigby
- Tyra Goodwin
- Gus Cairns

Board members

Members will include a balance of Community Inspirers and sector representatives in paid roles. This gives recognition to the value and importance of involving people with lived experience within the decision-making process. The aim, to give consistency and maintain relationships is a 50/50 split and members are asked not to send substitutes to meetings, for this reason. Board members should be willing to share their knowledge, expertise and experience in an open and honest way to support the functions of the Poverty Truth Advisory Board. They will be able to take recommendations forward in their organisation and/or community and influence other key decision makers to do the same.

Advisory officers

Advisory Officers are employed by the Council and their role on the Board is to support the purpose and functions of the Poverty Truth Advisory Board through their different areas of expertise.

Poverty Truth Community members

One ambition of the Poverty Truth Advisory Board is to build a community to help inform its work: bringing in knowledge and expertise when necessary and in appreciation of the scale of the poverty agenda. The community will include all existing community inspirers and work to engage with more.

Other poverty truth community members may include:

- Elected members
- Sub-groups
- Other working groups and committees e.g., Health and Wellbeing Board
- Partners from Poverty Truth Commissions
- Specialist advisors

Note: Everyone involved in the Poverty Truth Advisory Board is expected to work within an agreed working together code.

Meetings: Meetings will be held bi-monthly using a combination of face to face and online meetings. Notes and actions will be made at all meetings and shared between the Members and made public.

Review: The Board will review its terms of reference annually