

TERMS OF REFERENCE – Child Poverty Programme Board

Membership	
<p>John Collings Janette Brown Abby Holder / Louise Metcalfe Jessica Calvert Kerry Corbett Rob Hamilton</p> <p>Theme Leads: Gillian Hewitson Rosemary Bell Sue Miller Phil Joyce Ian Lane Fu-Meng Kwaw</p>	<p>Programme Director Programme Manager Programme Officers Programme Assurance Corporate Funding Programme Manager Specialist (economy)</p> <p>Employability & Skills Financial Wellbeing of Families Improving Services to Families Regenerating Communities Raising Attainment & Aspirations Reducing Health Inequalities</p>
Frequency of meetings	Quarterly
<p>Overall aim: To co-ordinate, direct and oversee the development and implementation of a set of projects and activities that will reduce child poverty in Newcastle recognising that reducing poverty in families and communities is critical to achievement of this aim,</p>	
<p>Objectives</p> <p>To commission and manage projects to support the key themes critical to reducing child poverty:</p> <ol style="list-style-type: none"> 1. Employment and skills To increasing opportunities for parents to enter employment, education or training. 2. Financial wellbeing of families To maximise family income through increasing benefit take up, improving debt management, raising financial literacy and increasing access to affordable credit. 3. Improving services to families To improve services for families with a particular focus on parenting services, including supporting families with disabilities. In addition, we are committed to ensuring that all services across the Council have a ‘family-focus’. 4. Regeneration of local communities To ensure that physical and social regeneration is raising the quality of life and ensuring Newcastle is a family-friendly city. 5. Raising attainment and aspirations of young people and of their parents To raise the attainment and aspirations of young people and of their parents to break the inter-generational poverty cycle. 6. Addressing health inequalities To improve health outcomes among our children and young people, helping them meet their potential. 7. Child Poverty Strategy and Needs Assessment Development To ensure the Council and partners comply with their duties under the Child Poverty Act 	
<p>Alignment with the corporate plan Reducing child poverty is a priority in the Sustainable Communities Strategy and the child poverty national indicator (NI 116) is in the LAA</p>	
<p>Current projects Project mandates are being developed for current projects</p>	

Role

The Programme Board will:

- Ensure that the delivery of the Reducing Child Poverty Strategy is supported by a robust action plan and define and escalate any risks, issues or problems that can't be solved by the programme board to the theme management board.
- Regularly monitor the plan to ensure that it is supporting the delivery of SCS/LAA targets to reduce child poverty and narrow the gap in outcomes between children living in poverty and their peers.
- Ensure that work around child poverty in Newcastle is informed by a strong evidence and intelligence base which meets the requirements of the Child Poverty Bill and government guidance and is based on good practice.
- Ensure the views of children, young people, parents and carers are reflected in our approach to reducing child poverty.
- Ensure that ownership of the action plan is with the appropriate theme leads or partner agencies and that the appropriate people and bodies take responsibility for the delivery of the action plan.
- Develop a communication plan to inform stakeholders about progress against the strategy.

Programme Board members:

- Must have the **capacity and skills** to manage delivery;
- Must **take responsibility for realising programme benefits** in operational business;
- Must take responsibly (through the Programme Manager) for **reporting progress** against project plans to the Theme Management Board;
- Must take responsibility for **proactively managing risks** and programme dependencies;
- Must **not allow changes** to the scope, schedule or budget of any project without careful consideration, and in accordance with the change control process.
- Must be **committed to the principals of programme management and lead by example**.

Configuration Management

Version	Status	Owner	Date	Comments
0.1	Draft	JB / LM / AH	120310	For discussion/agreement at first Programme Board
1.0	Final	JB	160610	For sign off at PB 22 nd June 2010
1.0	Final	JB	220610	Signed off by PB