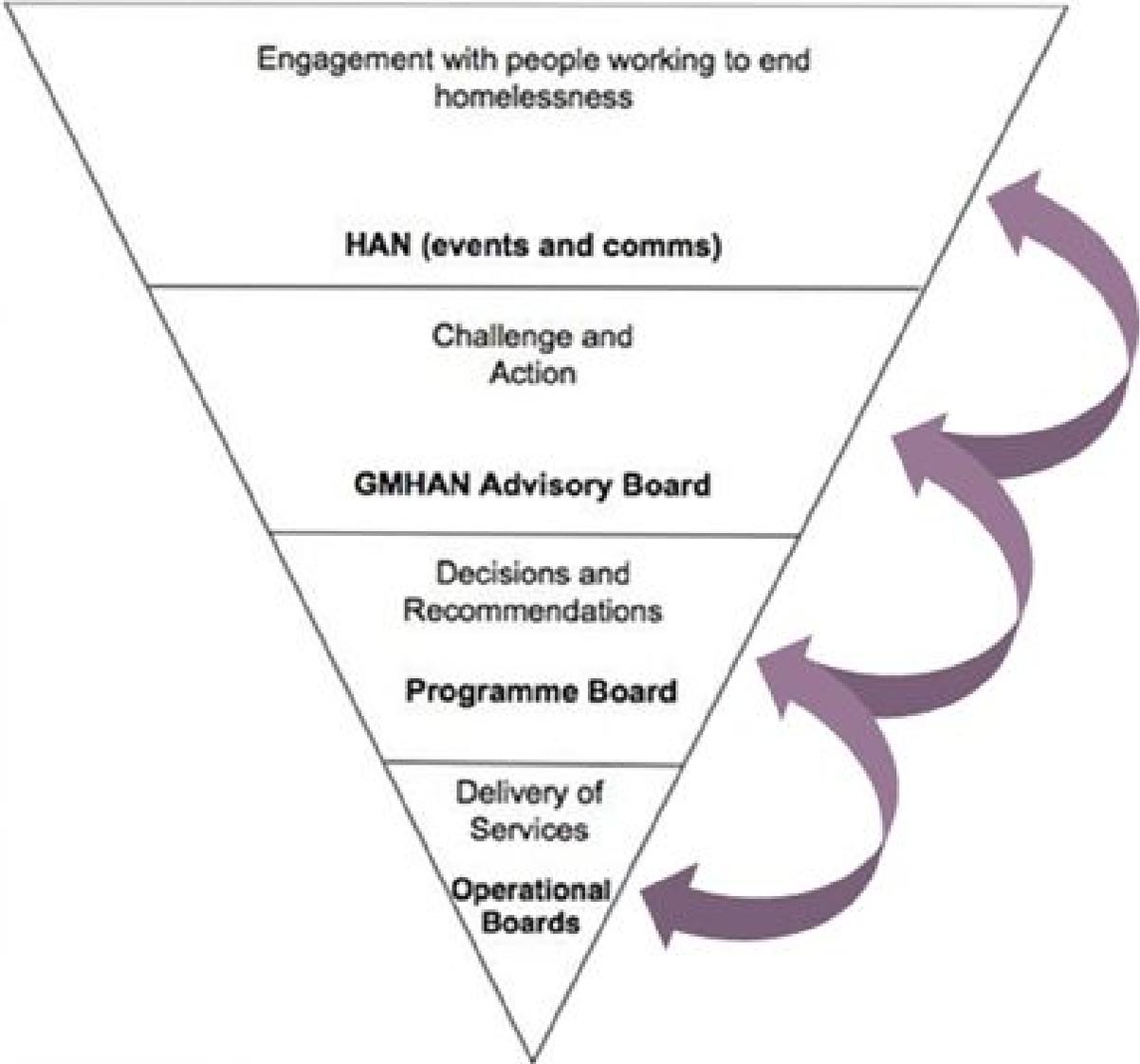


GMHAN Advisory Board Terms of Reference

1. Structure of GMHAN

The Greater Manchester Homeless Action Network is a collaboration of everyone working to end homelessness in Greater Manchester. It brings together all the different sectors, specialisms and experiences which are involved in the solution so we can work together toward our shared goal. The structure of the GMHAN is designed to create a flow of ideas and action between the wider Network of the GMHAN and the Programme Board in both directions:



The Advisory Board is the main engine which generates this flow of information and action. Meetings of the Advisory Board will have a distinct focus:

Action & Support	Accountability meetings
<p>Members with live actions meet once a fortnight to advance the Advisory Board and HAN's programme of work.</p> <p>They have a dual function of developing the HAN and taking forward actions out of the Advisory Board scrutiny meetings. The programme of work will be decided amongst people attending the action meetings, at the bi-monthly scrutiny meetings and wider HAN events.</p> <p>This will include individual support, communications, network development, feedback loops, local partnership support and co-designing HAN quarterly events.</p>	<p>All members meet every two months to consider the overall direction of the Action Network and take key decisions.</p> <p>This group's primary functions are to advise and challenge the wider GMCA homelessness governance groups and any strategies being co-produced.</p> <p>In addition, these meetings are used to update and inform others about relevant activities within your area of expertise.</p> <p>Standing item on agenda for updates from GM Homelessness Programme Board and vice versa for updates from the Advisory Board. To be delivered by the HAN representatives on the Programme Board.</p>

The membership of the Advisory Board is made up of individuals who are interested in taking an active role in the organisation of the GMHAN and in strengthening a community development approach as a route to end homelessness. Membership consists of an open, core group, which anyone is welcome to join.

Members are leaders or connectors in their areas of work, and include: frontline service managers, voluntary sector partnership managers, GMCA officers, faith leaders, Housing Providers, Programme Managers of commissioned services and Local Authority Leads.

2. Roles & Responsibilities

The primary role of the GMHAN Advisory Board is ensuring 'mutual accountability' between internal and external partners - enabling others to understand and hold our decisions and actions to account, and doing the same to others. This applies to:

- a) The wider Homeless Action Network

- b) The Programme Board, and subsequent Operational groups related to homelessness and housing
- c) Other partners and networks involved in achieving our shared goals, including GMCA and the Mayor's Office.

Other responsibilities are to:

- Ensure the communication of key feedback, information, decisions, news and events to the full Network
- Take appropriate decisions on relevant topics in line with communications from the Network and the values outlined below
- Advocate for community development approaches to ending homelessness
- Develop and agree a programme of activity for the coming year, based on emerging trends and themes within housing and homelessness in Greater Manchester
- Organise quarterly GMHAN events in line with this programme, using the outcomes from these events to co-produce relevant policy in Greater Manchester
- Facilitate communication between the different sectors, specialisms and experiences involved in ending homelessness in Greater Manchester
- Advise and encourage partnership working across the Network, through local borough partnerships, communities of practice and time-limited action groups.

Operational Detail

- I. The Advisory Board will be Chaired by the Portfolio Holder for Housing, Planning and Homelessness for the Greater Manchester Combined Authority
- II. Times and dates for meeting will be decided annually for the following year
- III. In lieu of funding for core capacity, responsibility for dates, minutes and agendas will be performed on a voluntary basis by one of the members. This will be reviewed annually.
- IV. All documents produced and created by the Advisory Board will be saved in a shared folder accessible by all members.
- V. A summary of action from every Accountability Meeting will be made available to the public via the GMHAN website.
- VI. Membership of the Strategy & Support will be open to anyone interested in partnership development in Greater Manchester.
- VII. Attendance of Accountability group sessions will be by invite, based on representation of all relevant sectors. These include:
 - A. Voluntary & Faith
 - B. Personal Insight
 - C. Devolved government
 - D. Local government
 - E. Registered Providers
 - F. Research, Evidence and Policy
 - G. Business

- H. Funders
 - I. Poverty reduction & prevention
 - J. Under-represented groups
- VIII. Membership will be reviewed on an Annual Basis

3. Values

The following values underpin how the Advisory Board will operate:

Trust	<ul style="list-style-type: none"> ● Seek to understand the experiences and knowledge of all ● Provide safety and support to make mistakes and learn from them
Drive	<ul style="list-style-type: none"> ● Be an action network, not a talking shop ● Committed to a whole-system partnership and advocating for local partnerships within this ● Help the system to move forward by mapping systemic issues and their solutions
Honesty	<ul style="list-style-type: none"> ● Speak truth to power, no matter where authority is positioned ● Allow uncomfortable truths, holding on to the discomfort of truth and taking action based on evidence and experience
Empathy	<ul style="list-style-type: none"> ● Create a collaborative and supportive environment ● Remember the person behind the data and the pressures decision makers are under ● Value different perspectives and vulnerabilities, constantly seeking to broaden the scope of understanding ● Practice kindness in our treatment of each other and understanding of those we work alongside
Accountability	<ul style="list-style-type: none"> ● Uphold our duty to try; understanding our success is measured not just by outcomes but trying new approaches, speaking discovered truths, and forging unfamiliar relationships ● Taking responsibility and demanding mutual accountability with others we hold to account ● Authority through action; unearthing the most accurate evidence and experience and taking action based on this evidence using individual and collective influence.