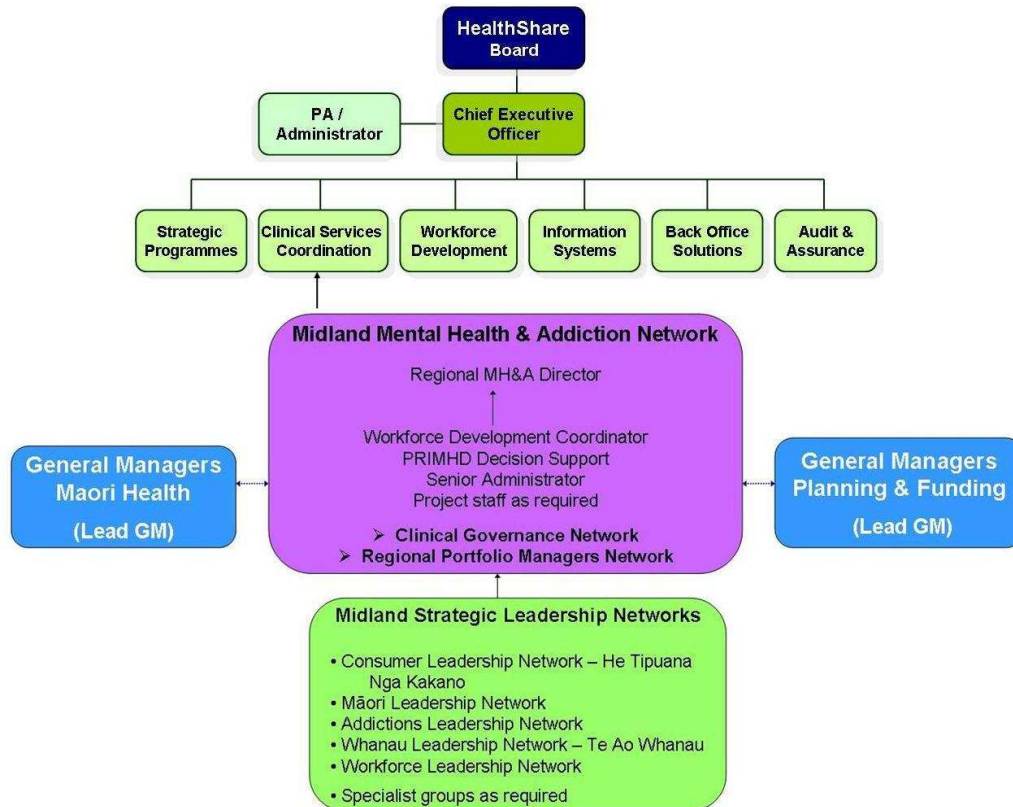


## TERMS OF REFERENCE - MIDLAND MENTAL HEALTH & ADDICTION Addiction Leadership Network



This Terms of Reference should be read in conjunction with the each DHB's Annual Plan, Midland Mental Health & Addiction Strategic Plan and the Midland Regional Clinical Services Implementation Plan.

|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| <b>Vision</b> | <p><b>Living well with supportive systems by:</b></p> <ul style="list-style-type: none"> <li>• <b>Quality Services</b> – services that facilitates the persons ability to take responsibility for their recovery and building resiliency</li> <li>• <b>Sector Infrastructure</b> – consistent service provision regardless of change that is occurring</li> <li>• <b>Integration and Social Inclusion</b> – navigating peoples choices</li> <li>• <b>Workforce capacity and capability</b> - supporting workforce opportunities for the Addictions sector</li> <li>• <b>Early detection and intervention focusing on recovery</b> – any door is the right door</li> <li>• <b>Information Management</b> – effective use of data to improve outcomes</li> </ul> |
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Addiction Leadership Network**

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| <b>Purpose</b>        | <p>The principle purpose of the Midland Alcohol and Other Drugs Network is to provide strategic leadership and a mandated voice at a regional level:</p> <ul style="list-style-type: none"> <li>• Mental Health and Addictions expertise</li> <li>• Steering regional mental health and addiction service development in cooperation with other agencies</li> <li>• Benchmarking performance.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Key Objectives</b> | <ul style="list-style-type: none"> <li>• Supporting regional mental health and addiction planning</li> <li>• Supporting service improvement</li> <li>• Supporting the achievement of health targets and policy priorities</li> <li>• Linking to national and regional groups and networks</li> <li>• Leading and/or supporting the development of nationally consistent approaches to mental health and addiction</li> <li>• Reducing inequalities in mental health and addiction outcomes.</li> <li>• Bring and take back information to local Addictions Advisory Groups and facilitate discussion to enhance regional thinking</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Functions</b>      | <p>Support and participate in regional activity, including implementation of the 2012/13 mental health and addiction actions/initiatives on behalf of the Midland DHBs, and to provide expert advice to the Midlands Regional Director through the development of initiatives leading over time to:</p> <ul style="list-style-type: none"> <li>• Improved outcomes through optimal treatment of mental health and addictions issues – resulting in recovery focussed, effective and efficient services for people accessing services</li> <li>• Reduced disparity in outcomes for mental health and addictions services between population groups and DHB areas across the Midland region.</li> <li>• Efficient and effect use of human, financial and other resource.</li> </ul> <p>The Midland Alcohol and Other Drugs Network will also:</p> <ul style="list-style-type: none"> <li>• Participate in key regional decisions and ensure they are endorsed in a timely manner</li> <li>• Agree strategic priorities to guide operationalisation across the region</li> <li>• Review and monitor regional activity effectiveness</li> <li>• Ensure partnerships when working with clinicians, managers and families/whanau across services</li> <li>• Identify risks/gaps, assess and proposed solutions</li> <li>• Participate in the completion of a Strategic Workplan with all stakeholders</li> </ul> |

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| <b>Values</b>      | <p>The underpinning values for any activities and advice undertaken by the Midland Alcohol and Other Drugs Network will be guided by:</p> <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; border-radius: 15px; padding: 10px; width: 300px;"> <p>Cooperation<br/>Respect<br/>Acknowledgement<br/>Transparency<br/>Honesty<br/>Passion<br/>Parity<br/>Advocacy<br/>Whanau Ora<br/>Well Being<br/>Collaborative Process<br/>Inclusiveness</p> </div> <div style="margin-left: 20px;"> <p>Partnership<br/>Participation<br/>Models of Care<br/>Protection<br/>Rights<br/>Together<br/>Leadership – Tino Rangatiranga<br/>National/regional/local connection</p> </div> <div style="margin-left: 20px;"> <p>★ <b>TRUST EACH OTHER</b><br/>★ Interconnectedness (services &amp; regional)<br/>★ Client centered<br/>★ Te Tiriti o Waitangi (leadership, driving the sector, not being lead by the government)<br/>★ Credibility</p> </div> </div>                                |
| <b>Chairperson</b> | <p>The Midland Alcohol and Other Drugs Network will elect a Chairperson from the advisory group. Elections will take place every two years.</p> <p>The nature of the work involved will require a high level of competency and expertise in relation to mental health and addiction services.</p> <p>Only one chair will be elected. If the chair is absent at any time a chair will be elected from the group on the day to ensure the meeting objectives are achieved.</p> <p><b>Election process</b></p> <p>To be by secret ballot following a brief presentation from each nominee about their individual skills relevant to the role for:</p> <ul style="list-style-type: none"> <li>▪ Chair position</li> <li>▪ Representation on external forums (where there are three or more nominees)</li> <li>▪ Representation at regional and national conferences (as per the Midland Prioritisation process)</li> <li>▪ Positions on panels and working groups (where there are three or more nominees).</li> </ul> |
| <b>Membership</b>  | <p>Membership aims to ensure a mix of skill base and knowledge with representatives being actively involved in the delivery of mental health and addiction services, across the Mental Health and Addiction sector and across community, hospital and specialist services. Members will reflect their district perspective and not individual opinions.</p> <p>Group members will be a representative of one or more of the following stakeholder groups:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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|                       | <ul style="list-style-type: none"> <li>• Addiction representatives on Local Advisory Groups or District Stakeholder groups</li> <li>• Midland Regional Forums</li> <li>• National Workforce Centres</li> <li>• Alcohol and Other Drugs specialist services</li> <li>• Midland Portfolio Managers</li> </ul> <p>All new members of the Midland Alcohol and Other Drugs Network will be selected via a robust Expression of Interest process that will open to all of the Midland DHBs only. Each member must have developed AOD networks in their local district where feedback and consultation can flow to and from the Midland Alcohol and Other drugs Network.</p> <p>Other experts can be co-opted to the group for short, specified periods to assist the work of the Network.</p> <p>The Midland Regional Network Team</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Accountability</b> | <p>The Midland Alcohol and Other Drugs Network and its members are accountable to the CEO of Health Share through the Midland Regional Director.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Relationships</b>  | <p>The Midland Alcohol and Other Drugs Network will take its broad direction from the Midland Regional Director and will be supported in its work by the local addiction advisory groups.</p> <p>Members are to have effective relationships with the community including providers and multi-disciplinary groups to utilise their collective expertise within the work of the group.</p> <p>Members will ensure effective engagement with appropriate clinical and non-clinical leadership groups that may be used to inform Midland Clinical Governance group.</p> <p>Members will be open to receiving submissions from individuals and organisations at the discretion of the chair. All agenda items are to have a briefing paper to provide members with context and a purpose of the item.</p> <p>There will be no media or other statements pertaining to the Midland Alcohol and Other Drugs Network.</p> <p><b>Code of Conduct</b></p> <ul style="list-style-type: none"> <li>▪ All members will conduct themselves in a professional manner.</li> <li>▪ Only members elected by the Midland Alcohol and Other Drugs Network can represent the group at a local, regional or national level.</li> <li>▪ Any breaches of the Code of Conduct will be discussed by the group.</li> </ul> |
| <b>Scope</b>          | <p>The Midland Alcohol and Other Drugs Network has a broad requirement to consider all issues of relevance in relation to the delivery of mental health and addiction services, this includes:</p> <ul style="list-style-type: none"> <li>• Investigation, information gathering and feedback from:</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|                               | <ul style="list-style-type: none"> <li>○ A range of work completed nationally such as national strategy documents, prioritisation processes, and legislation</li> <li>○ Group members' knowledge and experience</li> <li>○ Community issues or concerns</li> <li>○ Any other relevant information available to assist with providing advice to the Midland Regional Director</li> </ul> <ul style="list-style-type: none"> <li>● Providing sector leadership through the identification of service delivery issues and the facilitation of solutions, such as service co-ordination, support for collaboration, workforce development, and knowledge sharing.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Process</b>                | <p>Administrative support will be provided by Midland Regional Network – MH&amp;A.</p> <p>The Midland Alcohol and Other Drugs Network will meet quarterly.</p> <p>It is expect there will be a minimum of 4 face to face meetings scheduled over a calendar year.</p> <p>The Midland Alcohol and Other Drugs Network may decide that it is necessary to meet via teleconference or videoconference more often as required, at times, to undertake its work.</p> <p>The Midland Alcohol and Other Drugs Network may from time to time hold workshops and planning sessions involving group members and/or other interested parties. They may also, from time to time, advise of the need to form focus groups, working parties, project teams or similar groups to progress the work of the Group. These ad hoc groups will have clear expectations and timeframes to work within.</p> <p>Attendance may be delegated but it is the responsibility of the current member to ensure that the delegate is well briefed and able to contribute to the discussion.</p> <p>The expectation is that members will be committed to attend all meetings. Should a member not attend 3 consecutive meetings without tendering their apologies or providing written feedback/responses in advance of the meeting on the agenda items, their membership will be reviewed by the group.</p> |
| <b>Reporting Requirements</b> | <p>The Midland Alcohol and Other Drugs Network will provide a written report to Clinical Governance quarterly or as issues arise.</p> <p>The CEO may also require specific reports from the group to inform the monthly meetings (via the Regional Director).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |