

Terms of Reference

Network North Coalition

Mental Health and Addiction Services

1.0 Background

In 2002, the Mental Health Commission undertook a review of mental health and addiction services provided in the Auckland region¹. A key recommendation was the need to establish a service coalition to coordinate services within and across the three DHB districts in Auckland. The report provided some detailed recommendations on the composition and function of the group that are included in this document.

The initial group, as specified in the review, agreed to increase the membership to form the Network North Coalition (NNC). The revised structure was to enable the group to be more effective. It was agreed that:

- Northland DHB participate in this initiative expanding the scope to the entire Northern region
- the Regional and Local Mental Health and Addiction Service Networks merge with this entity
- the DHB Funding and Planning Managers be included in the membership.

2.0 Purpose of the NNC

The NNC's collective function is to improve mental health outcomes across the Northern region by improving the quality of mental health and addiction services through the following activities:

- Advising on planning and funding of mental health and addiction services
- Undertaking projects to develop services across the region
- Communicating with key stakeholder groups
- Advocating on behalf of mental health and addiction services

3.0 Functions of the NNC

(a) *To provide advice:*

- To Mental Health Funding and Planning Managers to improve mental health outcomes for consumers by guiding the strategic planning for mental health and addiction services in the Northern region, including priorities for service development
- To Funding and Planning Managers on the allocation of funding to mental health and addiction services by DHBs
- To the providers on service developments to improve the quality of mental health and addiction services provided
- To the community to facilitate meaningful participation in the planning and delivery of services and their appropriate utilisation

¹ Mental Health Commission. Review of the Continuum of Mental Health Services Funded by the District health Boards in the Auckland Region. Dec 2002. Mental Health Commission Wellington.

(b) ***To plan and implement projects*** to improve mental health and addiction services based on:

- Identified local and regional priorities for service development
- Identified regional opportunities for service development
- Data on the communities needs
- Information on the most effective services/innovations to best meet these needs in accordance with regional and national directions
- Strategies to ensure that service development is relevant and responsive
- Project evaluation to ensure that local and regional service issues have been appropriately addressed

(c) ***To advocate*** within their sector groups and more broadly on issues that have been agreed by the RMHSC as priorities for achieving the overall goal.

(d) ***To effectively communicate*** relevant information to sector groups, consumers, and other key stakeholder groups to achieve increased understanding of the mental health sector, and how to most appropriately participate in service delivery and utilisation.

4.0 Individual Responsibilities

Individual members of the NNC have dual responsibilities:

- To bring to this forum the perspectives of a specific group within the mental health sector
- To engage with the group that they are associated with

All members should ensure that they read minutes and actively participate in the activities of the Coalition. If unable to attend a meeting, members should forward an apology and any comments, concerns or queries to the Chair before the meeting.

5.0 Processes used by the NNC

The NNC will achieve its objectives by engaging in the following processes

- Working with the Regional Director Mental Health (RDMH), NDSA Mental Health team & DHB Mental Health Funding and Planning Managers to influence allocation of future funding
- Working with other key stakeholders in the mental health sector to guide and influence the development of mental health and addiction services, including the Local and Regional Mental Health Networks
- Leading advocacy for and assisting promotion of mental health and addiction services in the Northern region

6.0 Accountability

The NNC is accountable to the mental health sector through the Regional Director Mental Health Services (RDMHS).

7.0 Guiding principles

To achieve the stated goal to improve mental health outcomes in the Northern region the NNC will honour the Government's obligations to Maori under the Treaty of Waitangi

The NNC will use the following principles to underpin all its activities:

- Collaboration is promoted in all endeavours

Promoting this approach is particularly important between specialist service providers and community based stakeholders. While adopting this approach, the NNC recognise the current structures create tension between meeting local needs and collaborating regionally

- Multiple approaches are required to improve services across the continuum of disease prevention, health promotion, early intervention and specialist treatment.

It is recognised that a focus on promoting mental health and early intervention is needed in addition to the focus for service development and delivery in New Zealand on consumers who are affected most severely by mental illness identified in the Mental Health Commission Blueprint (1997) as the 3% of the population who at any one time should have access to mental health and addiction services.

- Value is placed on the participation of all members of the NNC at this forum
- Activities are informed by what the wider and mental health community wants based on consultation processes that enable informed feedback
- Needs based approach to service development is essential

The NNC will recognise the diverse and changing needs of the population of the Northern region and their importance in planning, funding, and provision of Mental Health, Alcohol and Other Drugs services and other relevant services.

- Service development is consistent with national policy and guidelines and include the following key points:
 - Coordination of care and a recovery focus is essential
 - Treatment should meet standards of care that are supported by best practice and research.
 - Decisions to develop services should consider the best available evidence of the clinical effectiveness of care
 - Those in greatest need have full access to treatment, rehabilitation and support services in a coordinated and comprehensive system of care that is culturally appropriate.
 - Services should be designed to best help the individual client
 - Interventions that are cost effective need to take account of the total cost of care rather than short term cost

- Consumer rights will be reflected by the following approaches:
 - Services to occur in the least restrictive setting that is consistent with both safety and reasonable expectations of benefits
 - Consumers have complex needs that need to be met
 - Safe supportive housing that promotes independence
 - Daily activity that is meaningful, productive and life enhancing
 - Social opportunities and collegiality within a community
 - Support services that assist in attaining this quality of life

8.0 Composition of the NNC

The members of the NNC are selected on the basis of their expertise or role in the mental health sector; they are not there only as a representative of any specific part of the sector. The group will include the following individuals:

- Regional Director Mental Health Services
- Manager Mental Health NDSA
- Clinical Directors ADHB, CMDHB, WDHB & Forensic services NDHB
- General Manager Mental Health ADHB, CMDHB, WDHB & NDHB
- DHB Funding and Planning Managers x4 and MAPO
- NGO sector x 3
- Local Networks
 - Consumers x 4
 - Sector Group Representatives x4
- Family input x 1
- PSA delegates x 2
- Maori input x4
- Pacific Island input
- Primary Care input
- Alcohol and Drug input

9.0 Chair

The Regional Director Mental Health Services will chair this forum. The Regional Director will appoint a deputy chair.

10.0 Quorum

A quorum will be eight members.

11.0 Delegated attendance

There will be no delegated attendance unless under exceptional circumstances as agreed by the Chair

12.0 Secretariat function

The office of the Regional Director Mental Health will provide support to the NNC.

13.0 Term

To ensure that the NNC remains relevant the following shall apply:-

- The NNC will be time limited and the function will be reviewed within two years
- The TOR will be initially reviewed six months after establishment
- Members will be appointed for one year initially
- The composition of the NNC will be reviewed after the first year.

14.0 Key linkages/relationships

The NNC will be responsible for establishing effective linkages for seeking and sharing information with the following local, regional stakeholder and specialist sector groups i.e.:

- Local DHB networks
- Consumer network
- Sector groups eg C&Y, Older Persons, AOD etc.

15.0 Decision making style

For the group to be effective the following approach to decision making will be adopted:

- Everyone has an opportunity to speak and to be heard
- Silence may be taken as assent
- Consensus if possible, majority view if not
- Regional director has the right of veto
- Chair summarises or confirms outcomes at the end of each discussion
- Responsibility is assigned to each action point
- Information presented will be sufficiently robust to support appropriate decision making

16.0 Frequency of Meetings

NNC meetings will be held monthly on Wednesdays from October 2003-2005

17.0 Minutes and agendas

To ensure members are adequately briefed on all meetings:

- Minutes will be circulated to all members within 5 working days of the meeting.
- Agendas will be distributed 3 working days prior to a meeting. All agenda items, plus supporting papers must be with the secretary 5 working days prior to the next meeting
- Late items are accepted at the sole discretion of the chair. The chair has the final say as to what goes into the agenda if there are too many items

18.0 Selection Process

The Regional Mental Health Director will make an executive decision to appoint members to the NNC from the individuals nominated based on the selection criteria and advice from appropriate experts. Advice will be sought specifically on appropriate representation from Maori and Pacific groups.