

Terms of Reference (TOR)

Western Melbourne Cross-sector Community of Practice Steering Committee

Last Updated: May 2017

Background

NDS has been funded by the Lord Mayors Charitable Foundation and the State Trustees to support organisations from a diversity of sectors to collaboratively respond to the changes required by the NDIS, Aged Care, Mental Health and other national reforms through the establishment of four cross-sector communities of practice across Victoria. The communities of practice have been designed to assist organisations develop sustainable, consumer-driven services, and collaboratively explore the changing policy and market environment.

The Western Melbourne Cross-Sector Community of Practice (the CoP) is a network of health, community and disability service providers and advocates, delivering supports to consumers, carers and other family members who live within the Western Melbourne Metropolitan Areas.

The CoP will provide support to a diversity of local service providers to successfully navigate multiple service reform and deliver sustainable, consumer-directed supports within the local community. The CoP will provide a forum and support for local service providers, facilitate the exchange of best practices of consumer-directed support; build collaborative relationships across sectors; and work in a coordinated approach to provide the best outcome for clients and families.

The CoP is auspiced by HealthWest Partnership and Inner North West Primary Care Partnership.

Purpose

To lead, coordinate and evaluate the CoP forums.

Membership

Members of the Steering Committee are clinicians, team leaders and managers representing services that are interested in progressing a consumer-directed care approach within their organisations across the west. The following organisations are represented in the Steering Committee: Macedonian Community Welfare Association Inc., Carers Victoria, Wyndham City Council, Moonee Valley City Council, cohealth, neami, Western Health, JobCo, MacKillop Family Services, National Disability Service, HealthWest Partnership and INW PCP.

Meetings

Meetings will be held 6 weeks prior to the CoP forum at HealthWest Partnership in Footscray. An annual planning meeting may also be scheduled as required.

Roles and responsibilities

INW PCP will chair the meetings.

Steering Committee members are required to actively contribute to planning and evaluation of the CoP forums. All members of the Steering Committee are encouraged to promote the network meetings and consumer-directed practice within the region.

Governance & support

HealthWest Partnership and Inner North West Primary Care Partnership oversee the CoP, and report to the NDS.

Inner North West Primary Care Partnership is the lead organisation and provides administrative support to the Steering Committee by maintaining:

- Steering Committee meeting calendar invites
- Developing and circulating meeting agendas in a timely manner
- Taking and circulating meeting minutes
- Other communication as required
- Distribution lists & event registration
- Coordination of CoP forums
- Evaluation and reporting to NDS

HealthWest Partnership and Inner North West Primary Care Partnership will:

- Promote the CoP on their websites, through their networks and e-bulletins.

More information

For more information about the network please visit:
<http://healthwest.org.au/events-and-networks/networks>