

## **Terms of Reference InterAgency Social Wellbeing Governance Group**

An interagency social wellbeing governance group (the Governance Group) has been established to more effectively respond to the challenges facing vulnerable children, youth and families in Northland.

This inter-sectorial response involving key agencies has been developed to improve the health and well-being of vulnerable Northlanders. The Governance Group will provide overall leadership and oversight to inter-agency responses and agreed strategies that impact on the social wellbeing of Northlanders. The guiding documents to inform the development of strategies include the Northland Intersectoral Forum Strategic Plan 2013-2015, the priorities identified by the Department of the Prime Minister to enhance youth health (2012), the White Paper for Vulnerable Children (2012) and the Prime Ministers Results for New Zealanders (2012). The Governance Group will also form a strategic relationship to the local leadership of the Whangarei Children's Team demonstration site.

These terms of reference set out the obligations of all parties involved in the interagency governance group. All participants are expected to work collaboratively to ensure that the agreed strategies are met within each party's legislative and operational responsibilities.

### **Functions of the Governance Group:**

1. To provide the leadership and work collectively to maximize the efficient and effective use of resources to implement agreed strategies.
2. To maintain oversight of the response to vulnerable children, youth and families at a regional level.
3. To ensure staff in respective agencies are working collaboratively with others to achieve agreed strategies.
4. To promote and role model an interagency approach to significant health and social issues.
5. To receive advice from the Fusion Centre to inform the development of strategies for enhancing social wellbeing.
6. To monitor progress against key performance indicators as prescribed in the guiding documents.
7. To oversee/ lead media responses in relation to agreed strategies.

### **Membership of the Governance Group**

The members of the Governance Group are

- CEO Northland District Health Board ( co-chair)
- Te Waka o Taonui representative (Tai Tokerau Iwi Chairs)
- Regional Commissioner MSD
- Northern Regional Director Child, Youth and Family
- Northern Regional Manager Family and Community Services
- MoE Regional Operations
- District Commander Police (co-chair)
- Regional Director, Te Puni Kokiri
- Children's Action Plan - Regional Children's Director, Whangarei

## **Responsibilities of Governance Group:**

- The Governance Group members will demonstrate commitment to this interagency approach through attendance at scheduled meetings as often as possible. Proxies shall not be acceptable. Attendance of Governance Group policy, Management or operational staff with their respective Governance Group member will be an acceptable practice. Should a member not be able to attend then appropriate timely advice shall be provided to the Chair. The Chair on the day will determine if a quorum has been met.
- All statutory and operational requirements of agencies continue. Members will therefore ensure that they communicate agreements made by the Governance Group to staff in the Fusion Centre and Local Response Teams, and in turn raise any issues identified by these staff at the Governance level.
- If a decision is made to substitute a staff member on one of the other interagency response groups, it is the responsibility of the relevant Governance Group representative to ensure the replacement staff member is fully informed of role and agreed functions prior to that substitution.

## **Relationship to other interagency response groups**

The Governance Group forms part of the interagency response and is one component of the framework. (Appendix One) The other components of the framework are:

Fusion Centre: The Fusion Centre is responsible for sharing, collating and analysing information relating to children, youth and families who present with high vulnerability and risk. This information is used to mobilise crisis intervention at a local level in the first instance but also to inform the development of prevention strategies that enhance the social wellbeing of Northlanders as approved by the Governance Group.

The Fusion Centre is initially responsible for providing issue related advice and intelligence to inform the coordination and tasking of Local Response Teams once they have been established. Intelligence and advice that informs the Governance Group in the development of prevention strategies will become an increasing focus of the Fusion Centre as wider social wellbeing issues arise.

Response co-ordination and tasking - An individual or individuals (as approved by the Governance Group) will act as a conduit between the Fusion Centre and Local Response Teams. Any operational issues would be directed to the relevant Governance Group member.

Local Response Teams: Local Response Teams will be established in each district – Far North, Mid North, Whangarei and Kaipara. These Local Response Teams will work collaboratively with each other and affected whānau and local communities to reduce the risk exposure of others in the community to the relevant issue. The Local Response Teams will also lead the local inter-agency responses to wider local social wellbeing issues. The representation on these Local Response Teams will be reflective of the issue or issues and their needs.

## **Meeting Frequency**

The Governance Group will meet fortnightly. The meeting time, date and location can be changed by the Co-chairs as required.

**Quorum**

A minimum of four Governance Group members must be present to establish a quorum for decision-making. In the event that both the Chair and Co-Chair are not available and a quorum has still been met by the Governance Group members in attendance then those present will agree on a Chair for that meeting.

**Minutes**

Minutes will be recorded of meetings and circulated amongst members of the Governance Group.

## **Suicide Response Background**

As outlined above, the initial focus of the governance group is on youth suicide. Northland's suicide rate has always been one of the highest in New Zealand – both for youth and across the age groups. 2012 has seen an unprecedented increase in the number of young people committing suicide.

Post-vention strategies were the first priority. Post-vention strategies are activities and programmes that are intended to assist those who have been bereaved by a suicide to cope with what has happened; to assist individuals, whanau, friends and organisations affected by a suicide death that focuses on building resilience, reducing risk, dealing with shock and grief, and counselling if recommended. (Ihimaera, 2009)

The learnings and information from the Local Response Teams and the Fusion Group will inform the development of a Suicide prevention plan for Northland.

Strategies in the plan will reflect the goals of the New Zealand Suicide Prevention Strategy 2006-2016 which are to;

- Promote mental health and wellbeing, and prevent mental health problems
- Improve the care of people who are experiencing mental disorders associated with suicidal behaviours.
- Improve the care of people who make non-fatal suicide attempts.
- Reduce access to the means of suicide
- Promote the safe reporting and portrayal of suicidal behaviour by the media.
- Support whanau, friends and others affected by suicide or suicide attempt.
- Expand the evidence about rates, causes and effective interventions.

## Whangarei Children's Team Executive Oversight Group

### Mandate

On 24 September 2012, following reference from the Cabinet Social Policy Committee (CAB Min (12) 34/9), Cabinet:

- **Agreed** to establish local Children's Teams to bring together frontline professionals at a local level to ensure that:
  - Vulnerable children's needs are assessed;
  - All parties required to address those needs are brought to the table;
  - A single multi-agency plan for each vulnerable child is developed, reviewed, and that outcomes are achieved;
  - Accountability for services being delivered;
- **Agreed** that local Children's Teams be established in two locations in the first instance, from October 2013, with implementation being rolled out as funding becomes available through the primary mechanism of reprioritisation release or Budget provision;
- **Agreed** that services for vulnerable children be prioritised through joint agency service design, and associated funding and contracting approaches;
- **Agreed** that this approach to prioritisation have a particular focus on key services, including mental health and addiction services for children and their parents, intensive home visiting initiatives, and other intensive parenting programmes.

The October 2012 Children's Action Plan states:

**Activity:** Chief Executives of the Ministry of Social Development, Ministry of Health, Ministry of Justice, NZ Police, the Ministry of Business, Innovation, and Employment (Housing), and Te Puni Kōkiri to be jointly accountable for achieving results for vulnerable children.

**What/Action:** Establish local multi-disciplinary Children's Teams.

**How/When:** **First six months:**

- Confirm the location of the first two Children's Teams by December 2012
- Agree how the Children's Teams will be demonstrated and evaluated
- Hold design and testing workshops on Children's Teams with on—the-ground practitioners, particularly iwi, hapu, and NGOs

**Year 1 (by the end of 2013):**

- Introduce legislation to give effect to shared accountability arrangements and Children's Teams
- Establish two Children's Teams to test the new early response system including: identification and assessment tools, single integrated plans and a Lead Professional for each child
- Establish Regional Children's Directors to provide regional leadership

**Year 2 (by the end of 2014):**

- Implement Children's Teams in other locations

**Year 5 (by the end of 2017):**

- Implementation of Children's Teams complete
- Evaluate the Children's Teams.

**Purpose**

To coordinate resource and support the design and establishment of the delivery of services to vulnerable children through the Whangarei Children's Team as outlined in the Children's Action Plan.

**Outcome**

The operation of the Children's Team is achieving improved outcomes for vulnerable children in Whangarei.

**Objectives**

- Assist in the design and establishment of the Whangarei Children's Team system and maintain the quality and timeliness of your Agency's participation in establishing the Children's Team's
- Ensure the Whangarei Children's Team system operates efficiently and effectively across different agencies and services in Whangarei to achieve the Children's Teams deliverables
- Provide timely input in to, and feedback about, any relevant reporting on outcomes for vulnerable children who have participated in the Whangarei Children's Team services
- Ensure services for vulnerable children be prioritised through joint agency service design, and associated funding and contracting approaches

**Role of members**

Core members should represent key areas within the Children's Team system and be at the right level to make decisions regarding direction and resource for its successful implementation.

Members will:

- Ensure the performance, success and outcomes of the Whangarei Children's team
- Maintain collaborative interagency decision making
- Ensure effective representation and communication
- Collaborate to manage demands from a quality and capacity perspective
- Ensure consistent reporting on outcomes
- Resolve any systemic and organisational issues
- Provide leadership across agencies in Whangarei and through agency hierarchy (up, down, across)
- Ensure transparency in decision-making and planning
- Solve problems
- Manage risks
- Commit to actively champion collaborations with all other partner agencies to ensure the success of the Children's team initiative.
- Empower staff to act (authorising environment)
- Maintain the quality and timeliness of your Agency's participation in achieving Children's Teams

## **Membership**

The Social Wellbeing Governance Group will undertake the role of the Executive Oversight Group therefore the membership is the same:

- CEO Northland District Health Board ( co-chair)
- Te Waka o Taonui representative (Tai Tokerau Iwi Chairs)
- Regional Commissioner MSD
- Northern Regional Director Child, Youth and Family
- Northern Regional Manager Family and Community Services
- MoE Regional Operations
- District Commander Police (co-chair)
- Regional Director, Te Puni Kokiri
- Children's Action Plan - Regional Children's Director, Whangarei

## **Meeting details**

- The Chair of the Social Wellbeing Governance Group will be the Chair of the Executive Oversight Group.
- The Executive Oversight Group meets fortnightly or as required at the Northland District Health Board
- Subject matter experts can be included in meetings as needed and will be supported by their management team and staff
- Material for the Executive Oversight Group will be provided at least 2 days before any scheduled meetings
- The Executive Oversight Group will receive regular updates on the Service design work in both demonstration sites and where relevant other key projects with significant links to the future operation of Children's teams including but not limited to:
  - Early Identification
  - Child Protect Line
  - Strategy for Children in Care
  - Service Development and Knowledge Building

