

# City of Kingston SRS Network

## Terms of Reference

February 2015

## Underlying principle

The promotion and support of the health and well-being outcomes of clients living in Supported Residential Services

## Overarching Statement/Purpose

The Kingston SRS Network meets to share information, discuss issues and collaboratively problem solve to improve service provision to the residents of pension level SRSs

## Function and Responsibilities

The Kingston SRS Network members will participate in regular forums to:

1. Develop inter-agency, inter-worker relationships to support collaborative service delivery to clients
2. Share information relevant to local service provision
3. Raise and discuss gaps and improvement opportunities and participate in the development of strategies to address specific issues
4. Provide peer support
5. Liaise with and receive correspondence from the Regional SRS Proprietors meeting
6. Forward unresolved issues to the Kingston SRS Network sponsor for resolution

## Membership

Member ship is made up of staff from agencies that provide services to pension level SRSs in the City of Kingston **and** interested proprietors and staff.

Individuals and/or other agencies may be invited to attend meetings for a specific purpose or as deemed appropriate.

## Chair and Secretary:

The Chair will be rotated on an annual basis – Current Chair - Monash Health HBAH  
Southern Melbourne PCP will provide secretarial support. Meetings will be held at Central Bayside Community Health

## Frequency of Meetings and Venue:

Meetings will be held quarterly: February, May, August and November on the 2<sup>nd</sup> Thursday of the month.

## Documentation

An agenda will be sent out 1 week prior to the next meeting. Minutes will be distributed within 2 weeks of the meeting.

## Sponsor

The Network is sponsored by the Inner South Community Health Service SRS program. Sponsorship by the Program provides the opportunity to advocate and influence on behalf of the Network.

## Evaluation and Revision

The effectiveness of the network will be reviewed an annual basis in the month of November and the TOR adjusted accordingly.