



NADA Practice Leadership Group Terms of Reference

Establishment Date	8 July 2015
Chairpersons	Jo Lunn Suzie Hudson
Updates To:	NADA Board and Program Staff
Terms of Office:	1 Year
Secretariat:	NADA
Next Review	July 2017
Review Process	The NADA Practice Leadership Group will review the TOR on initial convening and then on an annual basis.

The NADA Practice Leadership Group (NPLG) was established in July 2015 and comprises 8 members representing a variety of specialist non government AOD treatment services. All members are clinical practitioners and considered leaders in the sector as evidenced by their professional backgrounds, accreditation status and clinical experience. The NPLG has 2 additional members representing addiction medicine and research specialities.

The overall aim of the NPLG is to inform the development of NADA policy and advocacy, and sector program development in relation to person-centred clinical and therapeutic practices. It will provide a mechanism of consultation with experienced, committed and skilled practitioners in advising NADA and other key stakeholders.

Decision Making:

Decisions will be reached by consensus. If this is not possible, then at least a two thirds majority agreement of meeting attendees is required – at the discretion of the Co-Chairs.

Rationale:

The NADA Practice Leadership Group, referred to in this document as the NPLG, was inaugurated in July 2015. The rationale behind its establishment is for the provision of clinical support, leadership and consultation to the specialist non government alcohol and other drug (AOD) treatment sector in NSW.

Purpose:

A primary function of the NPLG will be in the promotion of a professional and evidence-based specialist non government AOD treatment service sector. Furthermore, the NPLG will seek to increase the capacity of the specialist non government AOD service sector to actively participate in shaping strategic directions at multiple State and Federal policy and planning levels.

NPLG Responsibilities and Functions:

Specifically the NPLG members will be responsible for:

- Participating in regular committee meetings upon commencement
- Determining priorities through sector and stakeholder consultation
- Overseeing the development and implementation of a work plan, and assessment of its effectiveness
- Establishing and leading specialist working groups
- Promoting the NPLG and contributing to an inclusive and collegial ethos

It is expected that all NPLG members will work together in a collaborative, respectful and collegiate way.

NADAs Responsibilities:

NADA has responsibility for providing secretariat support, communication and coordination of NPLG activities.

Reporting Relationships:

An update of NPLG activity will be provided to the NADA Board and Program staff and may also be communicated to the ACI D&A Network. NADA has established feedback mechanisms between the NPLG and its other Networks; namely the Women's Network and Youth Network via its membership. NADA is also progressing communication links with AHMRC, ADAN and NARHDAN.

Method of Evaluation:

Annual review of Terms of Reference against the NPLG Work Plan.

Quorum:

A quorum is required for all meetings of the NPLG representing 50% of the membership plus one. At least one Co-Chair must be present at each meeting.

Privacy and Confidentiality

Where discussions and/or information are tabled at a NPLG meeting that are of a sensitive nature they will be held in the strictest confidence – Chatham House Rules will apply.

Conflict of Interest:

It is the responsibility of all NPLG committee members to make any conflict of interest known to the Co-Chair. Where a committee member is deemed to have a real or perceived conflict of interest in a matter that is being considered at a meeting, the committee member may be excused from discussions and deliberations on the issue.

Membership:

The NPLG is comprised of 8 members representing a variety of specialist non government AOD treatment services – via expression of interest. All members are clinical practitioners and considered leaders in the sector as evidenced by their professional backgrounds, accreditation status and clinical experience. An additional member has been selected from academia, specialising in AOD treatment and research, and a further consulting member has been included who represents Addiction Medicine. Members may choose to leave the NPLG at any time. Whilst not official members of the NPLG, NADA Program Staff will also attend NPLG meetings.

Currently there are three members who also participate in related network meetings, namely Women's Network, Youth Network and Aboriginal Networks. These members will provide a specific point of communication link between the NPLG and the other networks.

Term

In order to both allow for continuity and new participation NPLG members will be engaged for a 12 month term, with half of current members (4) rolling off each 12 month period.