



**Murrumbidgee
Health+Knowledge**
PRECINCT

Terms of Reference

Murrumbidgee Health and Knowledge Precinct Alliance

Document Information Title	Terms of Reference - Murrumbidgee Health and Knowledge Precinct Alliance
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Purpose

The role of the Murrumbidgee Health and Knowledge Precinct (Precinct) Alliance is to enable a highly collaborative approach to the development, growth and promotion of health and knowledge in the Murrumbidgee region.

Roles and Responsibilities

The Alliance will inform and implement improvements in rural health care and the training of the rural health workforce through the following mechanisms:

- Bring relevant issues and opportunities from respective organisations to the Alliance to explore collaborative opportunities
- Align health and knowledge issues and activities across the region.
- Highlight issues, opportunities and risks with the Murrumbidgee Health and Knowledge Precinct board
- Engage and represent the community – act as a voice for community interests and expectations
- Promote the Alliance work and outputs through independent networks
- Invite presentations that align with collaboration and opportunities

Objectives

1. Key Decisions:

- Agree on the key enablers for the Precinct
- Agree on governance representation with external stakeholders

2. Inputs:

- Member organisations
- Precinct Board
- Sub-working groups (as established)

3. Outputs:

- Advice to the Precinct Board
- Advice to government
- Advice to member organisations

Membership

Members of the Alliance should have an aligned vision of the Precinct and advocate for the three prioritised work streams.

Current membership includes:

- Community representative: (Independent Chair)
- Wagga Wagga City Council: General Manager; Director Regional Activation; Executive Manager Regional Activation
- Griffith Council: General Manager; Urban Strategic Design and Major Projects Manager)
- MLHD: Chief Executive
- MPHNSW: Chief Executive Officer
- Regional NSW: Director Riverina Murray
- Health Infrastructure: Director Development and Precincts
- Department of Planning, Industry and Environment: Team Leader Western Region
- Transport for NSW: Senior Manager Community Place and Partner
- UNSW: Director Strategy and Precincts; Associate Dean & Head of Clinical Campus
- CSU: Director External Engagement; Executive Dean of Science
- TAFE: Head of Customer and Stakeholder Relations
- NSW Education: Executive Director
- University of Notre Dame: Head of the Wagga Wagga Clinical School
- Training Services NSW: Regional Manager Riverina
- Wagga Wagga Base Hospital: General Manager
- Calvary Riverina Hospital: General Manager
- Griffith Base Hospital: General Manager
- St Vincent's Private: Service Manager
- RivMed: Chief Executive Officer
- GAMS: Chief Executive Officer
- First Nation's representative: Riverina Murray Regional Alliance Chairperson
- Medical Representative: i-Med Radiologist
- Defence representative: Commandant

Process

Members will commit themselves to the following:

Principles

The membership group commits to upholding and role modelling the MLHD CORE values, collaboration, openness, respect, and empowerment.

Meetings

- Meetings will be 90 minutes duration, held quarterly face-to-face with virtual option
- Quorum: Must include Chair plus 50% of members
- Members strongly encourage to attend meetings

- Each member may nominate a proxy by written notice
- Members who have not attended two consecutive meetings may receive a written request to vacate their position

Minutes and Agendas

- Secretariat support will be provided by the Murrumbidgee Health and Knowledge Precinct Team Manager and Project Officer
- Call for agenda items will be made two weeks prior to the meeting
- Standard agenda will include:
 - Alliance Chair update
 - Precinct Manager update
 - Governance
 - Working Groups update
- Every effort will be made to ensure final agenda, papers and reports for discussion are circulated one-week in advance of meetings
- Meetings will be recorded to assist with an accurate recording of minutes
- Draft minutes will be circulated to members within two weeks of meeting for amendments if required
- Final minutes will be tabled for endorsement at the next meeting

Participation in sub-committees

Alliance partners will have the opportunity to progress identified activities and projects of interest through their ongoing participation in sub-working groups under the Precinct. These working groups fall under three prioritised work streams:

- Education and Rural Workforce - Building a resilient workforce in our region, for our region
- Research and Innovation - Propelling our region forward
- One System Integration - Growing tailored Health Services

As a member, you commit to collaboratively sharing project ideas and identifying solutions and risk mitigation strategies to challenges identified by Alliance members. This will include facilitating cross-networking opportunities and resource-sharing with other members.

Decision Making

All decisions of the Alliance will be made by a simple majority of the members present.

Out of session approvals and/or endorsement can be approved through the Precinct's host employer (MLHD) and the Chief Executive (Co-Chair) through an action paper or via email.

Appendix

Governance Structure

Murrumbidgee Health and Knowledge Precinct



Governance Structure



