

## Appendix 1

### Process for Identifying New Disability Steering Group Members with Indicative timeline

Plan	Estimated Timeframe for completion of the task
Send out EOI Pack to the Disability Community Network	6 December 2024
Closing date to receive Nominations	24 January 2025
Shortlisting for Interviews concludes and notifications to candidates sent	By 7 February 2025
Face to Face Interviews	Week of 17 February 2025
Referee Checks completed and recommended nominees to become members identified	28 February 2025
Approval by Interview Panel and Current Independent Chair of DSG of members to join DSG	7 March 2025
New members notified and Orientation Pack for new members sent	14 March 2025
Welcome and First Meeting of Disability Steering Group	27 March 2025

**TERMS OF REFERENCE**

**Te Tai o Poutini Disability Steering Group**

<p><b>Scope</b></p>	<p>The Disability Steering Group of Health NZ   Te Whatu Ora Te Tai o Poutini is to oversee, influence and ensure that Health NZ   Te Whatu Ora progresses and implements the objectives and priority actions of the Te Waipounamu Health and Wellbeing Plan NZ   Te Whatu Ora Te Tai O Poutini and contribute, where appropriate, to achieving the objectives of the Plan across the Health system.</p> <p>The Disability Steering Group will also ensure that where work to achieve the objectives Disability Actions in the Te Waipounamu Health and Wellbeing Plan within Health NZ   Te Whatu Ora is relevant to the Te Tai o Poutini West Coast health system, and the work occurring in other districts of Te Waipounamu will be shared and where appropriate, support will be given to achieve the priority actions, in a regional approach.</p> <p>The National Health NZ   Te Whatu Ora Disability Action Plan and the Te Waipounamu National Public Health Action Plan are also within scope of this group.</p> <p>A local Workplan will be developed by the group and reviewed annually to set the implementation priorities incorporating the priorities of these plans.</p>
<p><b>Purpose</b></p>	<p>The Disability Steering Group will influence, advise and support activity that will achieve Health NZ   Te Whatu Ora Te Tai o Poutini vision that Te Tai o Poutini people with disabilities will experience a responsive and inclusive health system that supports them to live lives to their full potential and be safe and well in their homes and communities.</p> <p>The Disability Steering Group will influence behaviours, system and process design across the health system, to enable this vision to improve the health outcomes for this population.</p>

<b>Objectives</b>	<ul style="list-style-type: none"> <li>• Oversee the development, implementation and evaluation of the Te Waipounamu Health and Wellbeing Plan.</li> <li>• Facilitate linkages and information sharing to decision makers within clinical, operational and professional groups of Health NZ   Te Whatu Ora Te Tai o Poutini to ensure a disability focus is incorporated.</li> <li>• Influence the strategies that develop and support the workforce to be competent and responsive to the needs of people with disabilities</li> <li>• Effectively link to the disability community and support Health NZ   Te Whatu Ora Te Tai o Poutini to engage in effective ways with the disability community.</li> </ul>
<b>Principles</b>	<p>Definition: The United Nations (UN) Convention on the Rights of Persons with Disabilities, which New Zealand ratified in 2007, describes disability as resulting ‘from the interactions between persons with impairments and attitudinal and environmental barriers that hinders their full and effective participation in society on an equal basis with others’ (UN General Assembly 2007).</p> <p>The Disability Steering Group will undertake to identify, address and work to remove these barriers with the scope of the group.</p> <p>The key principle to achieve this is to facilitate and support the self determination of people who experience disability by ensuring their active participation in the design of the health system and its services.</p>
<b>Accountability</b>	<p>The Disability Steering Group is accountable to the Te Waipounamu Regional Integration team and will report quarterly to them.</p>
<b>Chair and members</b>	<p>Selected through an EOI process.</p> <p>Chair is preferred to be a member of the disability community.</p> <p>Members and Chair are appointed for 3 years with a right to continue for a further 3 years by mutual agreement between Health NZ, the Chair and the members.</p> <p>Chair and members can step down from DSG by resigning their position in writing to Health NZ   Te Whatu Ora facilitator.</p>