

Palliative care decision making groups

Palliative care consortium executive

Function in implementing *Strengthening palliative care: Policy and strategic directions 2011–2015 (policy)*

- Oversee implementation of the consortium regional plan
- Monitor the consortium's financial business

Role

- Ensure the consortium regional plan is implemented
- Support the consortium chair and consortium manager to implement the policy in the region
- Ensure financial accountability of the consortium
- Provide quarterly financial reports to the consortium
- Support the consortium chair to undertake staff recruitment and performance management

Responsibilities

- Make decisions outside of consortium meetings as delegated by the consortium
- Monitor and report outcomes and achievements against the regional plan to the consortium
- Make decisions on matters that fall within the priorities stated in the regional plan
- Report on all decisions for ratification by the consortium
- Make decisions on matters that fall within the priorities stated in the regional plan
- Ensure performance management of the consortium manager and consortium staff
- Promote the profile of the consortium in the region

Structure

- Sub committee of the consortium
- Minimum membership comprises the chair, consortium manager (non-voting, in an advisory capacity), fundholder and one or two other voting consortium members
- Two performance meetings with the consortium manager are held per year. In these meetings a performance plan is developed (meeting 1) and reviewed (meeting 2). Additional meetings as agreed between the consortium executive, employing agency and the consortium manager

Communication / relationship with other groups

- Attend and contribute to all consortium meetings
- Provide a written report on any decisions made in the period since the previous consortium meeting

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