

North West Residential Support Services Inc.  
Policies & Procedures  
**MANAGEMENT TEAM MEETING AGENDA**

Number: <1>  
Effective From: <June> <2015>  
Replaces: <#>  
Review: NWRSS Board  
Contact: Neal Rodwell, General Manager  
Review Date: <January> <2017>

This agenda is designed to support the process outlined in the Guidelines for Quality document, Building Better Lives, by keeping the focus on the people being supported and directing workplace matters to the General Manager.

- The structure and performance of the Management Team
- The performance of each Lifestyle Support Team
- The transition to the National Disability Insurance Scheme
- Occupational health and safety
- Fire safety
- Workplace incidents that need attention or reporting to Disability Services as per their policy on Consumer Related Serious Incident Reporting Policy for Tasmania's DHHS Funded Community Sector
- Suggestions for change at:
  - a. An organisational level
  - b. A team level
  - c. A direct service delivery level

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