



Telford & Wrekin Mental Health Partnership Board

Terms of Reference

The Aim:

The Board's purpose is to ensure that residents of Telford and Wrekin experience their best mental health and wellbeing, and have easy access to the right treatment and support services, which are underpinned by hope and optimism.

The Board will:

- Develop a local action plan to implement the Integrated Care System vision for mental health at place – and through doing so will hold agencies / professional people to account for improving the design and delivery of services for people with poor mental health.
- Involve, influence, collaborate and co-produce the offer for adults with poor mental health and their families / carers.

Where the Board reports to:

The Board will report to the Telford & Wrekin Integrated Place Partnership (TWIPP).

The Telford & Wrekin Integrated Place Partnership is a meeting of senior leaders from a wide range of organisations in Telford and Wrekin, who work together to improve outcomes for local people by adopting a strengths based approach – focussing upon offering early help, targeted prevention and a joined up response at time of urgent need. The Telford & Wrekin Mental Health Partnership Board will present an annual report to the TWIPP once a year, and will provide regular updates, or reports on other issues when necessary. The report will contain information on progress in developing the strategy, information on topics and issues the Board has discussed, and any issues or questions the Mental Health Partnership Board would like to ask the TWIPP.

The Board will also report to the Mental Health, Learning Disability and Autism Board which is chaired by the Senior Responsible Officer for Mental Health in the local health and care system.

Frequency of meetings:

The Mental Health Place Based Partnership Board will meet approximately every 12 weeks and will include a break in the August.

Who is on the Board:

Role	Role on the Board
Telford & Wrekin Council	
Cabinet Member for Mental Health	Chair
Service Delivery Manager for Mental Health, Telford & Wrekin Council	Senior manager for Council provided MH services.
Team Leader Mental Health Social Work Team, Telford & Wrekin Council	Manager for Council provided MH Services.
Commissioning Specialist for Mental Health	Council's commissioning lead for children's and adult mental health services.
Insight Partner	Information Intelligence
Public Health Rep	Lead for Mental wellbeing in public health
Equality Diversity & Inclusion Health Representatives	Equality Diversity & Inclusion Officer
Head of Commissioning for Mental Health, Shropshire, Telford & Wrekin CCG	CCG's Commissioner for Mental Health NHS
Locality Manager (Telford), MPFT	Provider Manager of NHS mental health services in Telford & Wrekin
Head of Mental Health Act & Mental Capacity Act	MHAA statistics, legal guidance and CQC advised actions.
Redwoods Site Manager	Management of inpatient services
Primary Care Rep	To represent the views of GP's and primary care
Individuals with lived experience, carer representatives / forums	
Individuals with lived experience	To represent the views of people who have experience of using services
Carers Partnership Board	Carer perspective and experience
Health Watch Telford & Wrekin	Independent Perspective representing community experience.
IMHA Provider	Advocates for people detained under the Mental Health Act.

Other people will be co-opted on to the Board for specific agenda items.

Observers will be invited to attend meetings, these will include front line staff from the local mental health services.



Meeting Administration and the forward plan:

The focus for the meeting will be managed by using a 'forward plan'. A 'forward plan', sets out topics for discussion at each meeting throughout the year. Members of the Board are encouraged to suggest topics for discussion. These will be included on the Forward plan and brought to every meeting for discussion. The Forward Plan will be an item on every meeting agenda, which will give people an opportunity to make suggestions for items at future meetings.

Each meeting will include time to consider a suite of key performance and outcome measures for the local mental health system, as well as opportunities to learn from previous experiences.

The agenda, papers and minutes for each meeting will be circulated two weeks in advance of the meeting. This will enable members to consider the agenda and think of questions well in advance of the meeting.

The agenda, papers and minutes will be produced using plain English, and the agenda will contain a description of each agenda item so people are able to fully prepare before the discussion takes place. People with responsibility for taking forward "actions" will be reminded two weeks before the next meeting to ensure they remember to do their action and are ready to update the group at the next meeting.

Admin will be provided by Telford & Wrekin Council.