**Warrington Mental Health Partnership Board**

**Terms of Reference**

**Vision**

The vision of the Warrington Mental Health Partnership Board is to improve the mental health and wellbeing of Warrington residents by promoting good social and emotional health, early detection of poor social and emotional health and improved recovery and enablement for those with ill health. The vision for Warrington is that:

* Children, young people and adults will be enabled to maintain good social and emotional wellbeing.
* Children, young people and adults will have poor social and emotional identified quickly.
* More children, young people and adults with mental illness will recover
* More children, young people and adults with mental illness will have good physical health.
* More children, young people and adults with mental illness will have a positive experience of care and support.
* Fewer children, young people and adults with mental illness will suffer avoidable harm.
* Fewer children, young people and adults with mental illness will experience stigma and discrimination.

**Purpose**

Mental health and wellbeing is a key priority for Warrington. The Mental Health Partnership Board will ensure that preventive measures are commissioned to enable local users to maintain good social and emotional health. It will enable poor emotional health to be identified quickly to prevent deterioration to serious mental illness and the need for secondary care. It will ensure good services for those with mental ill health and their Carers. It will do this by promoting best practice partnership working across all agencies.

**Role and Responsibilities**

The role of Warrington’s Mental Health Partnership Board will be to:-

* Support the work of Warrington’s Health and Wellbeing Board in overseeing the delivery of effectively commissioned services within available resources.
* Contribute to and develop the delivery of a Mental Health commissioning strategy and action plan for Mental Health and Wellbeing.
* Ensure members representing organisations at the Board take responsibility for feeding back and engaging with their organisation, as well as the 3rd Sector Network Hub to feedback to the wider community.
* Inform and influence local policies that will have a positive impact on people’s mental health and wellbeing.
* Ensure the aspirations of local people are translated into commissioning intentions and influence the re-design and shaping of services.
* Ensure services are in place enabling people with mental ill health and their carers to report safeguarding issues with confidence.
* Implement strategic over-sight and priorities, ensuring that work is co-ordinated across all partner agencies.
* Work closely with other Partnership Boards around cross cutting issues ensuring the delivery of these actions are delegated to relevant task and finish groups that sit under the Mental Health Partnership Board.
* Organise and deliver at least one event per year to inform frontline staff, stakeholders, and the public of the work achieved by the Mental Health Partnership Board.

**Chair**

The Chair of the Mental Health Partnership Board will be the Chief Officer from Warrington Voluntary Action; the Vice Chair will be the Commissioning Manager for Mental Health and Learning Disabilities from Warrington Clinical Commissioning Group. Secretariat will be provided on a rotational basis

**Membership**

The Board will be made up of the following representatives:

* Clinical Commissioning Group Mental Health Clinical
* Assistant Director for Integrated Commissioning in Warrington
* Head of Integrated Commissioning – Mental Health
* Warrington Voluntary Action (1)
* Third Sector Provision / Network Hub
* Service user representation adults (2)
* Carer representatives – adults and older adults (2)
* Adult Social Care, Families and Wellbeing representative
* Supporting People/ Housing representative?
* Drugs and Alcohol representative
* LD representative?
* Health-Watch
* 5Boroughs Partnership
* Mental Health Matters
* Alternative Futures Group
* Private sector representative

The membership of the Board will be reviewed as and when required via the Chair.

**Running and Preparation of the Board**

* The Warrington Mental Health Partnership Board will meet quarterly
* Agendas and supporting papers will be sent out at least 1 week before the meeting
* The Mental Health Partnership Board will provide an update on their work twice a year or exception reporting as required
* An action log will be discussed and updated at each meeting
* All presentations given at the meetings must be in an accessible format.
* All members will endeavour to attend all meetings, or send an agreed substitute with delegated responsibilities to participate in the decision making process. Where neither the member nor substitute member are able to attend, apologies to be sent to the Chair in advance of the meeting.
* All members to prepare for the meetings by reading through the agenda and papers and preparing written reports as appropriate.
* Record of Meetings
* A record shall be kept of every Mental Health Partnership Board meeting including:-
* Main points of discussion
* Action points, who is responsible for them and the date they are to be done by. The action points will be looked at, at the beginning of each meeting.
* Any other points which the Board of members request to be recorded if the Chair is in agreement.
* Records of the meetings will be seen as public documents and will be widely circulated.

**Reporting**

The Mental Health Partnership Board will be accountable to the Health and Wellbeing Board

**Administration Responsibilities**

To be carried out on a rotational basis

**Decision Making**

Eight members of the Board will constitute a quorum. If less than five members attend, the meeting will be declared inquorate and abandoned.

Decisions will be reached by consensus. If this is not possible there will be a vote. The Chair will have the casting vote in the case of a tie.

**Conduct**

Members of the task group are required to conduct themselves in a proper and professional manner during meetings and whilst carrying out the work of the group. The group will be expected to work in accordance with the principles outlined below:

* Selflessness
* Integrity
* Objectivity
* Accountability
* Openness
* Honesty
* Leadership

Where any conflict of interest arises, the affected member should declare the same to the Chair of the meeting.

**Changes of Terms of Reference**

The Board will review its work and role as required and at least annually