

Sefton in Mind

Draft Terms of Reference – December 2020

Sefton in Mind was first established in 2015 as a subgroup of the Health and Social Care Forum and exists to bring together organisations, with an interest in improving the experience of people living with mental health problems in Sefton

Aim:

To support the development of excellence in the experience of mental health and wellbeing in Sefton. Members of Sefton in Mind will work respectfully together to:

- Share expertise and experience
- Share information/knowledge/practice
- Acknowledge, celebrating and supporting differences of/in each type of organisation and what they offer
- Work together to strengthen each others work
- Contribute to local intelligence regarding the provision of mental health and wellbeing resources in the borough
- Promote sustainability of organisations and partnerships contributing to mental health and wellbeing both in terms of specialist services and general community support.
- Provide a mechanism, to speak with commissioners and providers
- Provide an interface between voluntary, community and faith sector organisations and statutory providers of mental health and wellbeing services.

Membership:

Members are representatives of voluntary, faith and community organisations, people with lived experience of mental health problems – including Time to Change Champions, representatives of statutory agencies directly involved in the commissioning or delivery of mental health and wellbeing services.

Accountability:

- The discussion at Sefton in Mind will be reported to the Health and Social Care Forum, Sefton Adult Forum and Sefton Suicide Strategy Group and through these reporting mechanism to the Sefton Health and Wellbeing Board.
- Terms of Reference and membership will be reviewed every two year years

Working methods

Meetings will be conducted in an environment of mutual respect. Members will treat each other as partners. Each member will be given the opportunity to speak, and each contribution will be valued, however the facilitator will move on conversations to ensure that the business of the meeting and the aims of Sefton in Mind can be completed.

- Meetings will be bi monthly
- Sefton CVS will act as convenor and administrator of these meetings.
- A facilitator will be appointed from the Health and Social Care Forum for two year in line with the time scale for review of TOR.
- Meetings will follow an agenda
- Notes rather than minutes will be produced as a record of the discussion.
- A mindfulness moment will be included in each agenda
- Non-members will be invited to speak at the meetings but will not be included on the mailing list for the group.
- Information shared at Sefton in Mind Meetings will be distributed through the Sefton in Mind mailing list.
- Decisions at the meeting will be made by mutual agreement.

Date of Adoption:

Signature of Administrator:

Signature of Member:

Signature of Member:

Signature of Member: