

# **MENTAL HEALTH PARTNERSHIP BOARD**

## **TERMS OF REFERENCE (*draft 1*)**

## **1. Introduction**

The Mental Health Partnership Board (or “MHPB”) is the inter-agency mechanism in Barnet to improve the mental health and well-being of people in Barnet (aged 18-64 years) who suffer from a mental illness, and oversee and plan the health & social care services available to them in Barnet. It will have strategic and advisory functions and be crucial in influencing the direction of mental health services through the production of strategies and a workplan to improve mental health services in Barnet.

It has received the delegated responsibility from the Adult Strategy Group (ASG) for overseeing the implementation of the “Adult Mental Health Commissioning Strategy (2007-2010).

It meets the duty of co-operation between London Borough of Barnet (“the Council”) and Barnet Primary Care Trust (“the PCT”), required under the Health Act 1999.

The MHPB operates within the constitutional requirements of Barnet Council and the Primary Care Trust, and in line with the “Common Principles for Partnership Boards, which were endorsed by the ASG in April 2006.

## **2. Vision**

The Mental Health Partnership Board will involve and work with people with a mental illness and their carers, to improve the service provision in the LB Barnet.

The Board will achieve this by working towards achieving the vision as stated in the Adult Mental health Commissioning Strategy, which states:

- Prioritise better prevention services with early intervention. We will bring in more support to maintain good mental health and emotional well being in the wider community.
- Give people more choice and a louder voice to take greater control over decisions about the way they want to live their lives and the services they need to support them to do this.
- Do more to tackle inequalities and social exclusion that leads to poor mental health and improve access to the services people may require.
- Provide more support in the community for people with long-term mental health conditions. Supporting people to manage their condition themselves with the right help from integrated health and social care services.
- Ensure that all services support recovery based mental health services, helping people to realise their full potential and become active citizens within their local communities.

## **3. General responsibilities**

Within this policy and constitutional framework, the MHPB has the following responsibilities:

- To ensure effective consultation and communication with wider stakeholders including users and carers, to aid the priority setting process and generation of further ideas for service development (e.g. service communication and consultation plans.)

- To agree priorities and make recommendations to the Joint Management Team of Adult Social Services and Barnet Primary Care Trust on resource distribution and/or joint commissioning arrangements, to ensure they meet needs, provide value for money, and fit within the broader statutory and policy framework.
- Community leadership in respect of improving the health and well-being of people with a mental illness in Barnet, ensuring that plans are aligned with local need, with the aim to:
  - Improve the health and well-being of adults with a mental illness;
  - Meet the health and social care needs of all adults with a mental illness in Barnet;
  - Achieve effective transition arrangements for people moving from being cared for by children's social services to adult social services and from adult social services to older people's services.
- Accountability to the Adult Strategy Group for overseeing and co-ordinating the delivery of the ambitions and targets of the Adult Mental Health Commissioning Strategy (2007-2010).

The MHPB will be accountable to the ASG for its performance. For such purpose, the ASG will regularly review the performance of the MHPB to ensure the MHPB adds value, to review/agree the annual workplans, and ensure the MHPB has effective stakeholder engagement.

### **3 Membership**

The MHPB will comprise the following members:

Director, Planning & Commissioning

- Director, Planning & Commissioning – Barnet PCT
- Assistant Director, Health Partnerships (Younger Adults) – Barnet Council
- Borough Director for Barnet - **Barnet**, Enfield and Haringey Mental Health Trust. (BEHMHT)
- Representatives from stakeholders, including the MH Network, BVSC, service users and carers.

Other officers of the Council and the PCT will be invited to attend meetings, where relevant.

The MHPB will be chaired jointly by the Director, Planning & Commissioning – Barnet PCT and a user representative elected by the board.

### **4. Meetings**

The Group will meet bi-monthly.

#### 4.1 Quorum

A quorum will comprise five members, provided this consists of the Chair and at least one representative each of the Council, the PCT, the voluntary sector and users.

#### 4.2 Meetings in Public

Meetings of the MHPB are public meetings. The Partnership Board encourages people to come to the Board to participate in workshop sessions of the Board and to be involved in the subgroups of the Board. It will be ensured that all meetings will be held in venues which are accessible to all.

#### 4.3 Administration of Meetings

The MHPB will have sufficient support in place to operate effectively (timely circulation of minutes, papers etc).

Members of the MHPB will be requested sufficiently in advance to propose items for the agenda.

Unconfirmed minutes of meetings will be sent out to members not later than ten working days after each meeting. The agenda and associated papers of each MHPB meeting will be sent to members not less than five working days before the date of the meeting.

There will be notes of all meetings of the MHPB. Notes of meetings, agenda's etc will be made available on audio-tape where needed.

### **5. Annual review**

These arrangements will be reviewed annually.