

County Mental Health Action Group Terms of Reference

A local 'Market Place/forum' for Mental Health information, support and expertise

Membership:

Co-Chairs from all eight local Mental Health Action Groups, Mental Health Commissioners, Clinical Commissioning Group and invited KMPT staff. Guest speakers and invited guest to assist the running of the group.

What we do:

An **active** platform to engage with **Mental Health Commissioners** to inform commissioning and feedback from the ground up to improve the lives of people living with mental health issues and their carers, both locally and county wide. Information will be brought from eight localities to identify county wide trends and signpost unresolved local issues.

Objectives:

- To make positive change
- Improve services
- Combat stigma and discrimination
- Making links and networking
- Inform commissioners and providers
- Campaigning

Activities:

- **bi-monthly** meetings professionally run with standard format Agenda that seeks to hear both **Positive AND Negative** experiences.
- **Notes of Actions** to be taken, prepared and shared
- Open to anyone to **feedback on quality/availability of services** via their local co-chair
- Focus on sharing information and **taking positive action** to reach objectives.
- **Informal sub groups** as required to accommodate large range and number of stakeholders and provide concise information prior to local Mental Health Action Group meetings.
- **Reflecting and reviewing** to provide feedback and document progress.

Key Relationships:

The County Mental Health Action Group will form formal strategic relationships and partnerships with countywide commissioners, organisations, Trust and forums. (These may be documented in memos of understanding)

Outputs:

- Summary of actions to take forward at the end of each meeting
- Strategic and themed action centred minutes in a set format, accessible by using clear and transparent language and made public

Shared values:

- **Respect:** I will listen to others and try to understand their views, be open and honest about my opinions. I will respect the role of the Chair and Co-Chair. I expect others to act the same.
- **Effective communication:** I will speak calmly and clearly. I will not shout or use inappropriate language or interrupt.
- **Accountability:** I will take responsibility for my actions and follow up on tasks to the best of my ability.
- **Confidentiality:** I will ensure the Mental Health Action Group remains a confidential and trusting environment so people feel safe.