

# **THE MENTAL HEALTH FORUM**

## **in the Southern Health & Social Care Trust**

### **Terms of Reference**

#### **1.0 Context**

The Mental Health Forum is an independent organisation registered with the Charity Commission for Northern Ireland (NIC104166) It was established in 1993 as a means of communicating mental health service user opinion and seeking to improve the quality and delivery of mental health services.

#### **2.0 Name**

The organisation is known as The Mental Health Forum (or 'The Forum')

#### **3.0 The Purpose**

The Forum will provide opportunities for service users to come together on a regular basis to learn about and discuss developments within mental health in a safe, non-judgemental environment, and where their views are represented by service users and/or their representatives to statutory providers and other relevant agencies. The Forum will focus on the individual's right to build a meaningful life for themselves and to be supported in doing so.

#### **4.0 Objectives**

The Forum's key objectives shall be:

- ❖ Representing service users views and opinions
- ❖ Collaborative engagement with Trust and influencing decision making
- ❖ Information / Connecting people to services / Support
- ❖ Social Interaction and Integration – Connecting with others
- ❖ Sharing experiences and identifying common concerns
- ❖ Encouraging and supporting individuals in taking responsibility
- ❖ Focusing on individual strengths, abilities and possibilities
- ❖ Reducing stigma
- ❖ Encouraging active participation in a range of opportunities
- ❖ Education
- ❖ Fundraising
- ❖ Developing opportunities for volunteering
- ❖ Growing and strengthening the service user voice by recruitment of new members

## **5.0 Membership**

Membership is open to all users of mental health services aged 18yrs + in the Southern Trust area.

## **6.0 Co-options**

Others may be invited to attend at the request of the Forum to speak about specific agenda items.

## **7.0 Roles**

Forum meetings shall be facilitated by the Manager, supported by

- ❖ Forum Secretary
- ❖ CPN at Trasna House (Advisory Position)

## **8.0 Quorum**

The quorum for each meeting shall be a minimum of two service users and one facilitator from the above nominated roles.

## **9.0 Frequency of Meetings**

- ❖ Member Meetings will be held monthly at Trasna House, Lurgan – First Monday each month 6.30 – 8.30pm
- ❖ Social Group Meetings will be held as set by the group itself In Trasna House or in a social/community setting of choice
- ❖ Business Group Meeting to discuss and support specific co-production activity with be held at least bi-monthly at Trasna House, Lurgan according to mutually agreed dates and times
- ❖ The Forum Annual General Meeting and other dedicated Information Sharing or Consultation meetings will be held as required subject to notification

## **10 Reporting Arrangements**

- ❖ All issues and matters of importance and concern will be escalated to the monthly UCSIG (User & Carer Service Improvement Group) meetings for discussion, recording and onward referral. (UCSIG sits at the heart of service planning and provision via Trust workstreams and feeds the two-way conduit between Divisional management and service user & carer communities)
- ❖ All relevant information from statutory providers and other relevant sources will be disseminated to members on a monthly basis through the feedback of Forum representatives at UCSIG and all other Trust & Regional engagement and advisory bodies.

**Reviewed February 2018**

