

Powys Mental Health Planning and Development Partnership (Board) and National Individual and Carers' Forum

INVOLVEMENT DESCRIPTION FOR INDIVIDUAL AND CARER BOARD MEMBERS

APPOINTMENT:	Individual and Carer Board Member Powys Adult Mental Health Services
ACCOUNTABLE TO:	Powys Mental Health Planning and Development Partnership (Board) and National Individual and Carers' Forum
WORKING WITH:	Local Stronger in Partnership Groups, Powys Stronger in Partnership Network, Mental Health Action Wales as part of the Stronger-in-Partnership annual conference
REIMBURSEMENT	Voluntary basis with full expenses reimbursed on the day
APPOINTMENT TERM	To be confirmed
TIME COMMITMENT	Approximately 15 days per year

INTRODUCTION

The Powys Mental Health Planning and Development Partnership (PMHP&DP) has been established to oversee the delivery and implementation of the National *Together for Mental Health – A Strategy for Mental Health and Wellbeing in Wales* and its supporting Delivery Plan and the Hearts and Mind, Powys Vision for Mental Health. It is guiding and monitoring progress, and facilitating co-ordination of the cross-agency approach required across local Statutory Agencies such as with the Police and Local Authority and the Voluntary and Independent Sectors.

The National Mental Health Partnership Board or National Partnership Board as it is called, (NPB) has been established to oversee the delivery and implantation of the National *Together for Mental Health Strategy* for Wales and commenced its own work in December 2012. It is requiring that all 7 local health boards from across Wales, including the one in Powys, mirror their board in terms of set up (cross agency) and must include individuals and carers on this board.

Role of the local Powys Partnership Board

The Powys Mental Health Planning and Development Partnership provides leadership in decision making, guidance, influence and support to ensure successful delivery of Hearts and Minds, Powys Vision (Strategy) for Mental Health and the Delivery Plan. The Chair, Director of Nursing and Lead for Mental Health, Carol Shillabeer, will report progress on the implementation of the *Vision* through an annual report to the National Partnership Board.

A full description of the Terms of Reference of the Board are attached.

The Powys Teaching Health Board ultimately has accountability for the delivery of relevant services, and the Powys Mental Health Planning and Development Partnership (PMHP&DP) provides key recommendations to the Health Board about the services which are needed in Powys.

Role of the Individual and Carer Partnership Board Member

Membership of the Powys Mental Health Planning and Deliver Partnership and National Individual and Carers' Forum includes three places (with possibility for reviewing numbers) for individuals and carers providing a voice for mental health and wellbeing services for all adults. The members chosen to represent people will be recruited and appointed through completing an application form/indicating an expression of interest. Once the deadline (**1st October**) has passed, provided the applications and person specification are completely filled in and meet the requirements for membership, people will be invited to attend a meeting in Gregynog Hall, Newtown for a day of discussion/selection. Everyone will have a chance to meet each other, discuss the role and the requirements and choose the three people (six with back up or role sharing) who will represent them on the Powys Mental Health Planning and Development Partnership. These people will automatically have places on the National Individuals and Carers' Forum. If they also wish to be considered for membership for the National Partnership Board, this is also possible, however, a different selection process is in place for the selection of the four members who will participate on the National Partnership Board. This process is described in detail in a diagram available.

The selection process for individuals participating on the Mental Health Partnership and Development Partnership needs to ensure the three (six) people collectively represent diversity, geography and also a wide spread of experience in being in contact, or having previously been in contact with mental health services in Powys.

PAVO's Mental Health Participation officer will liaise with the three (six) individual and carer members to support them in their role as Board members. The Powys Mental Health Planning and Development Partnership will also ensure that members are given the appropriate support to be fully functioning members of the Partnership, ensuring papers are distributed within enough time to understand and digest the information, ensure the documentation is clear and does not over use acronyms or other terminology which is difficult to understand and is sent or distributed to people in the ways they need, ie, via post, if this is required.

Members will also be provided with the appropriate support to enable them to fulfil their roles as part of the National Individual and Carers' Forum, this is provided by a Welsh Government facilitator, who works for the Mental Health Foundation.

Arrangements are being actively looked at for appropriate representation or participation of Children, Young People and Families on the Partnership Boards.

KEY RESPONSIBILITIES

Individuals and Carers sitting as Board Members have equal status and responsibility with all other members of the Powys Mental Health Planning and Development Partnership and equal say, of course, on the National Individual and Carers' Forum. All members are required to play an individual and collective role, through the operation of the Partnership Board and its formal sub-committees as follows.

1. Attending the formal meetings of the Partnership Boards during the year
2. Attend 4 formal meetings of the National Individual and Carers' Forum, workshop sessions and sub-committees, as necessary.

3. Provide a perspective for all adult mental health services drawing on their own personal experience and **representing the views and experiences of other individuals and carers.**
4. Actively consulting with local Stronger in Partnership individual and carer groups or local organisations who provide local mental health services, Powys Stronger in Partnership Network and the Mental Health Action Wales national/regional conference events.
5. Generating ideas to enable individuals and carers (who may not be members of existing groups) to be involved, such as through web-based/internet forums and the annual national conference. (Support will be provided in this via PAVO's (Powys) Mental Health Information and Participation Team).
6. Contributing to the effective monitoring and evaluation of the *Together for Mental Health* Strategy and delivery plan and the *Hearts and Minds, Powys Vision for Mental Health*, in particular through providing individual and carer feedback and perspective of progress.

September, 2013

Person specification

These criteria will be assessed during the application and subsequent appointment process

CRITERIA	E = Essential D = Desirable	Application/ Recruitment process
Individual in contact with mental health services, currently or previously (in the last 5 years)	E	Application
Carer for a person who has used mental health services in last 5 years	E	Application
Willing to establish strong links with local groups connected with mental health interests or services	E	Application/ Recruitment Process
Able to meet a regular time commitment for involvement in the Powys Mental Health Planning and Development Partnership, sub-groups, National Forum & annual Stronger in Partnership conference events	E	Application
Ability and skills to promote the perspectives of individuals and carers and to reflect their views	E	Application/ Recruitment Process
Ability to work alone or role share and/or as part of a team in partnership	E	Application
Ability to keep abreast of local and national mental health legislation, policy and practice	E	Application/ Recruitment Process
Understanding of the principles and objectives of Welsh Government <i>Together for Mental Health Strategy</i>	E	Interview
Experience of committee work or similar work	E	Application
Good communication skills at all levels and through a variety of mediums	E	Application/ Recruitment Process
Report writing skills	E	Applications
Awareness of methods of monitoring and evaluation/feedback	E	Interview
Ability to be assertive when necessary	E	Interview
Ability to be challenging, in a constructive manner	E	Interview

CRITERIA	E = Essential D = Desirable	Application/ Recruitment process
Flexible and adaptable	E	Application/ Interview
Ability to travel	E	Application
IT skills or willingness to learn	D	Application
Welsh speaker	D	Application/ Interview