**Shropshire Voluntary Community Sector Mental Health Forum**

**Terms of Reference 21.04.2023**

**Purpose**

The Mental Health Forum exists for community, voluntary and not for profit organisations and groups across Shropshire whose work involves mental health, to be represented and meet each other and to develop effective working relationships with public and private providers of services associated with mental health.

**Functions**

The Forum membership will :-

* Elect representatives to serve on relevant committees, boards, steering groups etc as required. This includes electing a representative to the Shropshire VCSA Board. Representatives are required to be briefed by Forum members on matters of importance and to report back from the meetings they attend
* Feed information through the chair and/or other representation to the Telford mental health forum.
* Formulate collective Forum responses where appropriate
* Share information about activities which may be of interest to other members
* Receive information about public and private sector services and proposals
* Offer appropriate support, collaboration and communication to each other outside of meetings

**Membership**

Membership is open to all groups and organisations interested in, or associated with, mental health operating across Shropshire. Individuals, clients and beneficiaries, public and private providers of services are welcome to attend open parts of meetings but have no voting right

**Review**

The Terms of Reference will be reviewed at least every 3 years.

**Working Methods and Meetings**

There should be a minimum of 4 meetings per year with the dates set in advance and whenever possible a member organization or partner to host meetings without charge

Chairperson and Secretary to be elected by and from within the membership for a period of 2 years

Voting – If a decision requires voting on then each member group/organization will have only 1 vote. Individuals, public and private sector providers will not be granted a vote.