



Social Care Forum Terms of Reference

1. Purpose

The Social Care forum (SCF), is aimed at all social care professionals situated within Dudley and Walsall Mental Health Partnership Trust. It is aimed at extending support, advice and guidance within the field of mental health practice with emphasis placed upon raising standards for practitioners and clients alike.

The SCF will work collaboratively with all members and other professionals in order to ensure key themes are raised and explored within a supportive environment.

- Work in Partnership to ensure best outcomes for clients, carers and partners
- Contribute towards improvements to service delivery
- Provide a forum to debate and challenge policy and procedures
- Share information and good practice
- Monitor performance
- Identify training needs
- Identify practice issues

The SCF will contain a training element which will be delivered in a number of formats including self directed study, group discussions, presentations including visiting guests and speakers at the request of the discretion of the chair.

2. Accountability

The SCF will be accountable to heads of service and will provide feedback on key themes and issues in the spirit of bringing about positive changes or raising issues of concern.

3. Duties Responsibilities

- Contributing towards professional development in keeping with supervisory guidance's
- Supporting newly qualified Social Workers, and supporting staff
- Acting upon legislative, policy and procedural changes
- Acting upon the results of social care

4. The Group Membership will include:

All social care employees directly employed by the Walsall Council, but seconded into the trust under the S75 arrangements.

Other practitioners and agencies may be invited to attend the forums for specific discussions, as required. The perspectives and contributions of Expert By Experience (EBE) and Carers will be valued and may, therefore, be invited to attend the group at the discretion of the Chair.

5. Quorum

For the purpose of decision-making, the meeting will be considered to be quorate with 6 or more members of the group.

6. Frequency of Meetings

The SFC will meet on a monthly basis, extra ordinary meetings of the group may be arranged for specific purposes.

The agenda and paper will be circulated to all members in advance of the meeting.

Staff who are required to attend for specific agenda items, will be invited by the chair of be given a time to attend and present.

7. Case Studies

Anonymised case studies will be forwarded to group members before each meeting.

8. Reporting

The forum will report on a regular basis to senior officers within the service as and when required.

9. Servicing / Secretarial Support

Whilst every attempt will be made to secure secretarial support for administration purposes there may be time when shared ownership of this role will be expected.

10. Review

The Social Care Forum will undertake an assessment of its overall effectiveness and compliance with these terms of reference within the first three meetings and reviewed at least annually thereafter.