

Terms of Reference (TOR) [TEMPLATE]

Strategic context

The [national suicide and self harm strategy for Wales](#), Talk to me 2 (2015-2022), sets out the governments strategic, public health approach to reducing suicide and self harm in Wales. The strategy makes clear that, because suicide is a response to a complex series of factors, and because the majority of people who die by suicide are not known to mental health services, suicide prevention requires effective, integrated community approaches to address the diversity of populations. The strategy recommends a **3C** approach – **cross**-governmental, **cross**-sectoral, and **collaborative**.

The Welsh Government health, Social Care and Sport Committee report, [Everybody's Business, a report on suicide prevention in Wales](#) (2018), makes specific recommendations relating to the regional forums requiring a consistent approach to their membership, structure and reporting arrangements (recommendation 30), recognising the need for additional funding to support the forums and suicide prevention (recommendation 31). This [additional funding](#) has been made available, and has enabled the recruitment of a national, and three regional suicide and self harm prevention coordinators to support the forums.

The National Institute for Health and Care Excellence (NICE) provides guidance on the development of multi-agency partnerships for suicide prevention in the community and the development of suicide prevention action plans ([NICE guideline](#) [NG105] Sept 2018)

Purpose

The national strategy recognises three regional suicide and self harm prevention forums¹, which **aim to improve integration and co-ordination across all sectors** and to oversee local implementation. The groups are expected to help local leaders and organisations in developing local assessments and strategies, and should build productive relationships with the

¹ North Wales (Betsi Cadwaladr HB), Mid and West Wales (Powys, Hywel Dda, Swansea Bay HBs), Southeast (Cardiff and Vale, Cwm Taf Morgannwg, Aneurin Bevan HBs)

local Mental Health Partnership Boards that oversee the delivery of the [Mental Health Strategy for Wales](#), Together for Mental Health 2012-2022, and the [T4MH delivery plan](#) (2019-2022).

Objectives of the forum

- Establish and discuss local needs in relation to suicide and self harm, based on local needs assessments carried out by public health teams, Public Services Boards, Regional Partnership Boards, and others
- Develop a regional plan for suicide and self harm prevention, setting out regional and local activities and actions that will deliver on the 6 objectives of the national strategy, in response to local needs, presenting a clear line of sight between local, regional and [national suicide and self harm action plans](#)
- Share learning and good practice
- Facilitate partnership working, and collaboration across sectors, agencies and service teams
- Recognise connections across the work programmes of other regional forums and their contributions to suicide and self harm management and reduction
- Advise on the optimal use of local resources, and access to additional funding streams from Welsh Government, and other sources (e.g.: National Lottery)
- Support the regional roll-out of any services or products that may be developed through a Wales-wide approach to suicide and self harm reduction

Membership

The strategy clearly states that an effective, local public health approach is essential to suicide prevention. This, in turn, is dependent on effective partnerships across all sectors including health, social care, education, the environment, housing, employment, the police and criminal justice system, transport and the third sector.

The strategy also recommends that forums capitalise on existing local partnership arrangements, to ensure activity on suicide prevention is prioritised and acknowledged, and so links with other groups such as



Safeguarding Boards, the new Crisis Care Regional Boards, Area Planning Boards (substance use), and Regional Partnership Boards should be clear.

‘Everybody’s Business’ also recommends that the regional forums engage with people who have personal experience of suicide ideation, including survivors of suicide attempts and people bereaved by suicide to ensure that all suicide prevention is informed by lived experience (recommendation 16).

Forum Membership		
<i>(Specific roles engaged to respond to local needs and organisational landscape)</i>		
Sector	Organisation	Job title/role
Health Board (e.g.: community and secondary mental health services, public health teams, primary care services, emergency and minor injuries units)		
First responders (e.g.: police forces, British Transport Police, ambulance, fire and rescue, RNLI)		
Local education/further education/higher education providers		
Local Authorities (e.g.: community engagement/local area coordinator service/community connectors, social services, planning, transport, housing, mental health and wellbeing)		
Social Housing sector		
Network Rail and Transport for Wales		
Third sector (e.g.: regional leads for Samaritans, MIND, PAPYRUS)		

Chairs of any sub-regional forums that focus on suicide and self harm prevention		
Those with, and/or representing those with living experience of self harm, suicidal ideation, suicidal attempts, bereavement by suicide		

In addition to the membership above, further individuals may be invited to attend specific meetings or workshops, or to join the membership, as agreed by the Chair, to ensure that appropriate expertise and experience is available to inform debate.

Role of member agencies

All members of the regional forum will:

- Share information about effective local interventions and services
- Be prepared to collaborate with colleagues on the forum to develop the reach or impact of services and interventions
- Contribute to the action planning activity of the forum, and use learning from the forum to inform more localised planning in their organisations/sectors
- Take responsibility for informing and engaging other key teams and services based within their own organisation who can contribute to the reduction of suicide and self harm, but who are not members of the forum
- Recognise when they can contribute to the delivery of actions identified by the forum, and to provide leadership on key points of action
- Declare any vested interest they may have in accessing funding streams, or any conflict of interest regarding any agenda items or areas of focus
- Adhere to data protection and confidentiality protocol and legislation when discussing local issues relating to suicide and self harm
- Identify an appropriate deputy or substitute if unable to attend a meeting and ensure they are briefed
- Seek out and listen to the voices of those with lived experience



Chairing the Forum

The Chair of the regional forum should be held by someone in an executive or senior level position from one of the membership organisations. The role of Chair will last for 2 years, with the option of this being extended for a second term.

The Chair will work closely with the regional coordinator for suicide and self harm to:

- Plan the timely scheduling, running, and servicing of forum meetings
- Engage key stakeholders to sustain an effective membership
- Attend the quarterly National Advisory Group meetings to provide a regional update and link with the Chairs from the other regional forums
- Respond to possible enquiries from Welsh Government policy officials or ministers when invited to do so

Governance and accountability

The national strategy recognises three regional suicide and self harm prevention forums which report into the **Public Health Wales National Advisory Group** for suicide and self harm prevention. The National Advisory Group receives reports from the three regions on key activity and progress of actions, and advises Welsh Government policy officials on the development and implementation of measures to reduce suicide and self harm based on the most up to date data, evidence and research.

The regional coordinators also work closely with the national coordinator for suicide and self harm prevention, based in the NHS Wales Health Collaborative, who prepares highlight reports for the [Ministerial Delivery and Oversight Board for mental health](#), Chaired by the deputy minister for mental health, providing updates on suicide and self harm prevention activity across Wales, as a key work stream relating to the mental health strategy.

Frequency of meetings

The forum will meet quarterly, with meetings coordinated with the quarterly meetings of the National Advisory Group, and where applicable or practicable with other sub-regional or more localised forums.

Quorum

The group is quorate when at least five different sectors or agencies (plus the Chair) are present. If such a quorum is not present within quarter of an hour of the start of the meeting, or ceases to be present during the meeting, the meeting will be adjourned.

Review

These TOR will be revisited annually at the first meeting of each financial year (Q1 Apr-Jun).