

# Gloucestershire Suicide Prevention Partnership (GSPP)

## Steering Group

### Terms of Reference

#### 1. Overview

The Gloucestershire Suicide Prevention Partnership (GSPP) is the multi agency group working to prevent and reduce suicide and self harm across the county. It consists of the following levels, each with their own area of responsibility;

- Steering Group - provides leadership, expertise and accountability for the wider partnership, including high level oversight of the Forum and any sub-groups which plan and coordinate activities addressing the risk factors underpinning suicide, ownership of the Suicide Prevention Strategy, Action Plan and Suicide Audit. It also oversees the surveillance process of suspected suicides
- Forum – enables collaboration amongst all members to contribute to the aims and objectives of the GSPP

#### 2. Aim

The Steering Group aims are to:

- help reduce the rate of suicide and self-harm within Gloucestershire
- collate and analyse real time data of suspected suicides to help understand patterns of suspected suicides, identify new or emerging methods, and the potential for clusters or contagion
- provide better support for those bereaved or affected by suicide
- implement the Gloucestershire Suicide Prevention Strategy, the Action Plan and the recommendations of the Suicide Audit
- provide a facility for successful multi-agency partnership working at strategic and operational level.

#### 3. Objectives

The Steering Group will facilitate and promote joined up partnership arrangements to ensure effective working to meet the above aims across the county.

#### 4. Responsibilities

- To monitor the implementation of the Gloucestershire Suicide Prevention Strategy by partners through the Gloucestershire Suicide Prevention Action Plan
- To review and update the Strategy and Action Plan as appropriate
- To commission and analyse statistical and intelligence updates, including the Gloucestershire Suicide Audit, and oversee the implementation of recommendations by partners
- To oversee the Suicide Surveillance process and identify potential clusters or contagion, initiating a Community Action Plan if required
- To commission and develop specific projects and initiatives to meet the aims of the Suicide Prevention Strategy over and above routine mental health and related commissioning by the Clinical Commissioning Group and Local Authority
- To ensure national policy developments are considered and, where appropriate, implemented locally and that Gloucestershire partners are meeting the Five Year Forward View for Mental Health deliverables

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- To coordinate Suicide Prevention Partnership Forum meetings, two to three times a year, to engage the wider network of agencies and individuals – including those with lived experience or who have been bereaved by suicide – in the joint delivery of the Suicide Prevention Action Plan
- To lead and champion the efforts of the Gloucestershire Suicide Prevention Partnership and publicise ongoing work and recent developments.

### **5. Membership**

Members representing organisations on the Steering Group should be in a position to speak on behalf of their organisation and make decisions within their level of authority or inform the decision-making process.

Due to the nature of the information discussed, attendance at the Surveillance meetings will be restricted to those organisations who have signed up to the Gloucestershire Information Sharing Partnership Agreement (GISPA) (at a minimum) and, in some cases, the Specific Information Sharing Agreement (SISA).

The current membership is

- Gloucestershire County Council, Head of Commissioning (Public Health) – Chair
- Gloucestershire County Council, Commissioning Officer (Public Health)
- Gloucestershire Clinical Commissioning Group, Joint Commissioner (Mental Health)
- Gloucestershire Health & Care NHS Trust (Quality Lead)
- Gloucestershire Constabulary
- General Practitioner Representative
- Gloucestershire Coroner's Court (Centre Manager)
- Gloucestershire Health & Care NHS Trust – Mental Health Liaison Team

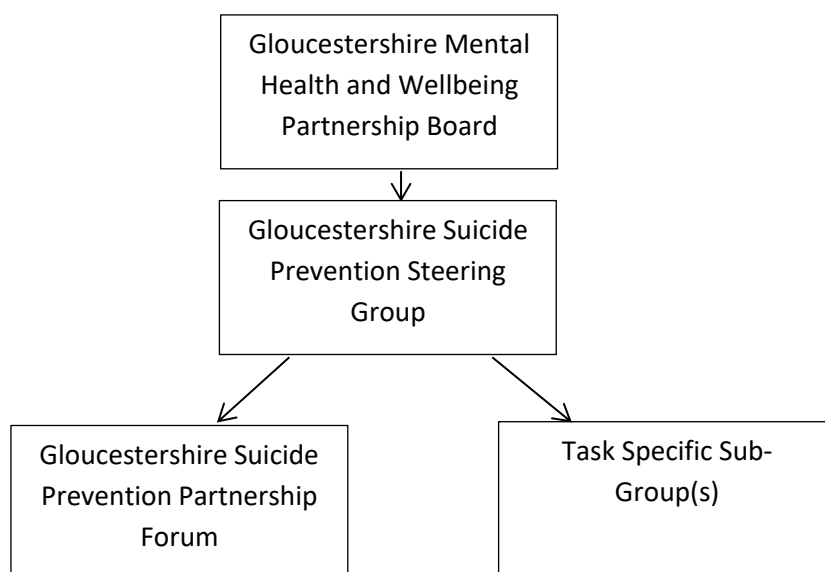
Other organisations or individuals may be invited to Strategic meetings to discuss specific items of relevance.

### **5. Accountability and Governance**

The Steering Group will report its progress at least twice a year to the wider Suicide Prevention Partnership, to ensure engagement of a wide range of stakeholders.

Its formal accountability will be via the Gloucestershire Mental Health & Wellbeing Partnership Board to the Gloucestershire Health & Wellbeing Board.

The governance structure is below:



#### **6. Administrative support**

Public Health will provide the Chair and the administrative support for the Group.

#### **7. Terms of Reference approval and review date**

Terms of reference will be agreed by the Steering Group and reviewed every two years. The next review date will be February 2024.

#### **8. Frequency of Meetings**

Surveillance meetings will be held every two weeks (unless otherwise agreed by the Steering Group). Where necessary exceptional meetings will be held if indicated by the surveillance data.

Strategic meetings of the Steering Group will be held every two months (unless otherwise agreed by the Steering Group). Where possible, meetings will be held via teleconference to allow access by all partners.