

SCHEDULE 11 – Joint Operational Group



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Composition and operation of the Joint Operational Group

1. The Group shall comprise:
 - (i) the Council General Manager of Social Care Mental Health Services
 - (ii) the Trust General Manager of Mental Health Services
 - (iii) the Council Operations Manager of Social Care Mental Health Services
 - (iv) the Trusts Team Leads and Service Managers of Mental Health Services
2. The meetings will be co-chaired by the General Managers for the Council and Trust.
3. Other individuals from each Partner may be invited to attend Group meetings at the invitation of the relevant Partner but such individuals shall not be considered Members for quorum or decision-making purposes.
4. Meetings of the Group will take place at least monthly, but the Group shall have the power to vary this frequency.
5. Meetings will be split to have a dedicated Adults and Older Adults Joint Operations Meetings that will take place monthly
6. A larger meeting will be held every 3rd month that we will comprise of both the Adults and Older Adults members.
7. Meetings of the Group shall be quorate only where both Partners are represented at such meeting and the following Members are present:
 - 7.1. For the Council, either the General Manager or an Operations Manager
 - 7.2. For the Trust, either the General Manager or a Service Manager

6. Decisions shall be made by consensus among the Partners.
7. Formal agenda and minutes of the Group shall be taken.

Part 2

Strategic governance and review functions of the Group

8. Governance overview

The overarching obligations of the Group shall be:

- (i) to monitor, review and take decisions regarding performance data
- (ii) To monitor, review and take decisions in support of safe and effective practice
- (iii) To monitor, review and take operational decisions regarding workforce planning
- (iv) To provide representation and attendance at the Joint Management Group
- (v) to provide a written quarterly report to the Joint Management Group outlining progress against operation work planning and the risk register

9. The role of the Group is as follows:

- 9.1 oversight of the joint working arrangements, including maintaining an operational work plan and risk register.;
- 9.2 to agree appropriate action resulting from performance, practice, workforce planning and risk reports
- 9.3 to review the extent to which the aims and objectives of the Agreement are being met;
- 9.4 To report for decision to the relevant decision-making body or bodies of each Partner as necessary.
- 9.5 To report directly to the Joint Management Group and be held to account to the delivery of this agreement.