

Mental Health Act Monitoring Committee

Cycle of Business (1st March 2023 – 31st March 2024)

The Mental Health Act Monitoring Committee should, on annual basis, receive a cycle of business which identifies the reports which will be regularly presented for consideration. The annual cycle is one of the key components in ensuring that the Mental Health Act Monitoring Committee is effectively carrying out its role.

The Cycle of Business covers the period 1st March 2023 to 31st March 2024.

The Cycle of Business has been developed to help plan the management of Committee matters and facilitate the management of agendas and committee business.

The principal role of the Committee is set out in the Standing Orders 1.0.1.

The Committee is an independent member committee of the Board and has no executive powers, other than those specifically delegated in the Terms of Reference. The Committee will function in accordance with the NHS Audit Committee Handbook.

The purpose of the Committee is to advise and assure the Board that the arrangements to monitor and review the way functions under the Act are exercised on its behalf are operating appropriately and effectively and in accordance with legislation.

Mental Health Act Monitoring Committee Cycle of Business (1st March 2023 – 31st March 2024)

Item of Business	Executive Lead	Reporting period	Jan 2023	Feb 2023	Mar 2023	April 2023	May 2023	June 2023	July 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024
Consent Agenda																	
Minutes of the previous Board Meeting	Director of Corporate Governance	All Regular Meetings			✓			✓			✓			✓			✓
Action Log	Director of Corporate Governance	All Regular Meetings			✓			✓			✓			✓			✓
Main Agenda - Governance																	
Organisational Risk Register* (* There are currently no risks assigned to the Committee)	Director of Corporate Governance	All Regular Meetings (if applicable)			✓			✓			✓			✓			✓
Mental Health Act Monitoring Committee Annual Report	Director of Corporate Governance	Annually						✓									
Mental Health Act Monitoring Committee Annual Self-Assessment	Director of Corporate Governance	Annually						✓			✓						
Mental Health Act Monitoring Committee Terms of Reference	Director of Corporate Governance	Annually						✓									
Mental Health Act Monitoring Committee Annual Cycle of Business	Director of Corporate Governance	Annually			✓												✓
Committee Forward Work Programme	Director of Corporate Governance	All Regular Meetings			✓			✓			✓			✓			✓
Main Agenda – Improving Care																	
Report from the Mental Health Act Operational Group	Lead Nurse & Chair MH Act Operational Group	All Regular Meetings			✓			✓			✓			✓			✓
Mental Health Act Quarterly Activity Report / Breaches/Analysis of Unlawful Detentions – Mental Health Act	Head of MH Nursing Merthyr & Cynon ILG	All Regular Meetings			✓			✓			✓			✓			✓
Risks related to the Monitoring of the Mental Health Act	Head of MH Nursing Merthyr & Cynon ILG	All Regular Meetings			✓			✓			✓			✓			✓
Strategic Update from South Wales Police	South Wales Police	All Regular Meetings			✓			✓			✓			✓			✓
Strategic Update from Local Authority Partners	Local Authority Partners	All Regular Meetings			✓			✓			✓			✓			✓

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Crisis Care Concordat National and Local Update	Clinical Service Group Manager MH Rhondda & Taff Ely ILG	Six Monthly						✓						✓			