

PERINATAL AND INFANT MENTAL HEALTH ADVISORY GROUP

TERMS OF REFERENCE

1. Title

Perinatal and Infant Mental Health (PIMH) Advisory Group.

2. Purpose

The PIMH Advisory Group, formerly the Working Group of the Perinatal and Infant Mental Health Programme Board (PB), was established to sustain and monitor the ongoing work of the PB, which came to an end in March 2023.

In advance of future structures being put in place, the PIMH Advisory Group will continue to support the Scottish Government (SG) Perinatal and Early Years Mental Health policy team to oversee reforms to ensure women, infants and their families receive perinatal and infant mental health support when and where they need it, responsive to local needs and systems.

3. Remit

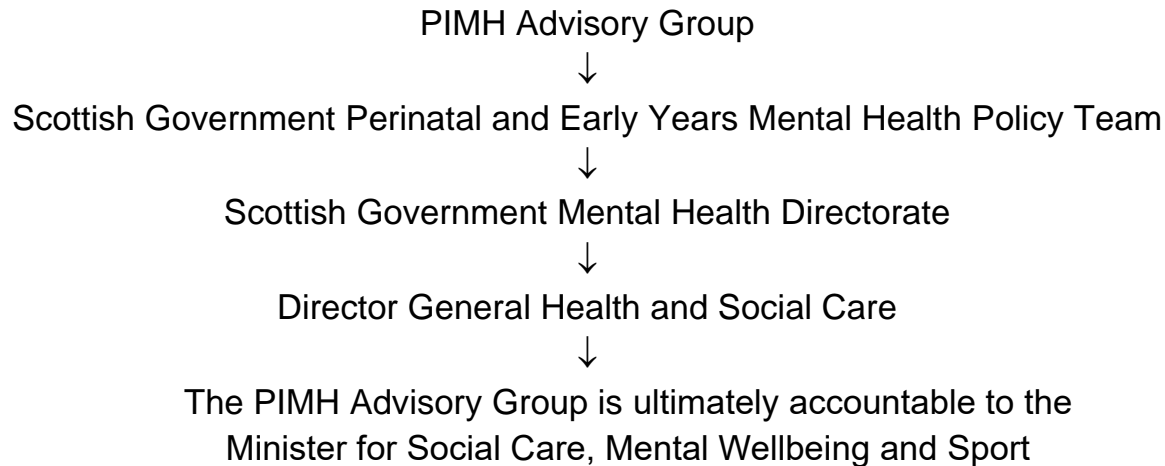
The PIMH Advisory Group will:

- Comment on and support the development of a final report on the progress and successes of the PB.
- Facilitate the handover and transition from PB to new governance structures.
- Monitor and support ongoing PB workstreams, such as the Mother and Baby Unit In-Patient Capacity Options Appraisal and the Public Health Scotland evaluation.
- Engage with Health Boards to support local PIMH activity. Engage with relevant stakeholders to sustain and support ongoing development of PIMH statutory and third sector services, workforce, education, and lived experience.
- Ensure that the lived experience of women and families is the starting point of all discussions and work of the Advisory Group, and considered in the development of all activity. The Advisory Group will seek input from Parent and Infant Mental Health Scotland Participation Officers to engage with others with lived experience of perinatal and infant mental health.

- Report to the SG Perinatal and Early Years Mental Health policy team to support their reporting to the Minister for Social Care, Mental Wellbeing and Sport.

4. Governance

Governance is as follows;



5. Roles and Responsibilities

The PIMH Advisory Group will be chaired by Dr Roch Cantwell and Dr Anne McFadyen, the former Vice Chair of the Perinatal and Infant Mental Health Programme Board and Chair of the Infant Mental Health Implementation and Advisory Group, respectively.

Membership is based on the previously named PB Working Group and will include representation from the Scottish Government (SG) Perinatal and Early Years Mental Health Policy Team, the Perinatal Mental Health Network Scotland (PMHNS), Parent and Infant Mental Health Scotland (PIMHS), NHS Education for Scotland (NES), Public Health Scotland (PHS), and Inspiring Scotland.

Members are appointed for the lifespan of the group or as long as they remain employed in their current post. Deputies will be accepted in exceptional circumstances.

Members will:

- Identify appropriate stakeholders within their area to engage with and will act as a conduit as required.

- Highlight to the SG policy team potential changes to timescales, actions and priority areas as a result of operational challenges.
- Actively participate in discussions at meetings.
- Access papers and prepare accordingly in advance of meetings.
- Provide feedback where required.
- Report back on activities completed.

The PIMH Advisory Group will operate under the following assumptions:

- Relationships between all parties are two-way and are built on a foundation of mutual respect.
- All members come together in equal relationships to develop, support and scrutinise the PIMH workstream.
- The PIMH Advisory Group will respect the sensitive nature of perinatal and infant mental health and will seek to promote a safe and supportive environment for those participating in its work. The PIMH Advisory Group will respect the privacy and confidentiality of any personal experiences and information shared by individuals. It will be sensitive in respect of the language used in its discussions and work.
- The PIMH Advisory Group will operate by collaborative leadership and will support, challenge and facilitate activity to influence change, remove barriers and ensure progress towards the vision and outcomes, and work with energy, commitment, pace and impact.

6. Membership

Members are appointed by the Chairs, who may appoint new members at their discretion. The Chairs can also require members to step down from the PIMH Advisory Group.

All members of the PIMH Advisory Group, and those asked to participate in work involving the PIMH Advisory Group, will be asked to declare any conflicts of interest. Any action to be taken on the basis of these declarations will be at the discretion of the Chairs. If it is either Chair who has a conflict of interest, another member of the PIMH Advisory Group will be asked to lead in determining the appropriate course of action.

Members are appointed individually and personally to the PIMH Advisory Group, and remuneration is not available. Those whose attendance is

supported by their employer as part of their paid employment will not receive travel and subsistence costs. If a member is participating in a voluntary and unpaid capacity, then travel and subsistence can be paid at normal Scottish Government rates. This includes reimbursement of childcare costs in exceptional circumstances. Claims for travel and subsistence or childcare should be discussed and agreed with the PIMH Advisory Group secretariat in advance of expenditure.

A secretariat will be provided by Scottish Government, with advice and support from Mental Health Directorate colleagues.

Membership is as stated below:

NAME:	JOB TITLES:	ORGANISATION/ DIVISION:
Roch Cantwell	Chair, PIMH Advisory Group	Scottish Government
Anne McFadyen	Chair, PIMH Advisory Group	Scottish Government
Leanne Anderson	Fund Manager	Inspiring Scotland
Lizzy Archibald	Service Development Adviser	Scottish Government
Marie Balment	Senior Educator (PIMH, Universal Workforce)	NHS Education for Scotland
Rach Barlee	Participation Officer	Parent and Infant Mental Health Scotland
Joan Burns	Consultant Clinical Psychologist	NHS Greater Glasgow and Clyde
Helen Cheyne	Professor of Maternal and Child Health Research	University of Stirling
Ruth Christie	Co-Head Children, Young People and Families Mental Health	Scottish Government
Aman Durrani	Consultant Perinatal Psychiatrist	Royal College of Psychiatrists
Jane Ford	Principal Public Health Intelligence Adviser	Public Health Scotland
Fiona Fraser	Consultant Clinical Psychologist	NHS Greater Glasgow and Clyde
Sarah Gargan	Programme Manager, Perinatal Mental Health Network Scotland	NHS National Services Scotland

Selena Gleadow-Ware	Consultant Perinatal Psychiatrist	Royal College of Psychiatrists
SallyAnn Kelly	Chief Executive	Aberlour
Lisa Malcolmson	Regional Nurse Consultant	NHS Grampian
Kat Masterson	Participation Officer	Parent and Infant Mental Health Scotland
Susan McConachie	Regional Nurse Consultant	NHS Lothian
Helen Minnis	Professor of Child and Adolescent Psychiatry	University of Glasgow
Joy Nisbet	Head of Programme, Parenting and Infant Mental Health	NHS Education for Scotland
Elaine Paterson	Public Health Intelligence Adviser	Public Health Scotland
Marie Claire Shankland	Programme Director	NHS Education for Scotland
Helen Sloan	Perinatal Mental Health Nurse Consultant	NHS Greater Glasgow and Clyde
Harriet Waugh	Head of Perinatal and Early Years Mental Health Team	Scottish Government

7. Decision Making

The PIMH Advisory Group is an independent and time-limited advisory and collaborative leadership group. It has no executive functions. It will report, through the Chairs, to the Perinatal and Early Years Mental Health policy team and the SG Mental Health Directorate, on to the Scottish Ministers.

The PIMH Advisory Group is not established on a statutory basis. It is therefore not subject to the formal public appointments process and the requirements of the Code of Practice for Ministerial Appointments to Public Bodies in Scotland.

Any actions agreed and made by the PIMH Advisory Group will be recorded in the meeting notes, these will be shared with group members following each meeting. In circumstances where the group are unable to come to a consensus, the Chairs have the authority as accountable persons to make the final decision. Any decisions that may have a significant change or impact on PIMH programme delivery will be escalated to the SG Mental Health Directorate.

The PIMH Advisory Group may make documentation and resources public on relevant media platforms where appropriate, and in accordance with the SG

Perinatal and Early Years Mental Health policy team's communication and engagement planning.

8. Frequency of Meetings

The PIMH Advisory Group will meet once a month, via Microsoft Teams unless the group agrees to an in-person meeting. Should the need arise the group will meet on a more frequent basis.

9. Papers

An agenda, meeting notes, and relevant papers will be circulated one week in advance of each meeting, via email. Items agreed and actions to take place will be documented within the meeting notes, and ratified at subsequent meetings. Group members wishing to submit agenda items should do so 10 days in advance of the meeting.

10. Lifespan

The PIMH Advisory Group is expected to operate for at least 6 months from April 2023, or until governance structures are put in place for the perinatal and infant mental health programme of work in Scotland.

Terms of Reference – Date Agreed: 28/06/2023

Dr Roch Cantwell, Chair -



Dr Anne McFadyen, Chair

