

# Barnet Combating Drugs Partnership Group

## Terms of Reference (ToR)

### 1. Introduction

These Terms of Reference (ToR) are developed in support of the functionality and operation of the Barnet Combating Drugs Partnership Group (BCDPG).

The ToR sets out the key principles for the group including membership, the chairperson, roles and responsibilities, the objectives of the group and meeting frequency. Also identified in the ToR are the agreed reporting and governance arrangements.

### 2. Purpose of Strategic Group

The Combating Drugs Partnership has been formed in response to the national “From harm to hope: a 10-year drugs plan to cut crime and save lives 2021”<sup>1</sup>. The plan requires that national and local partners work collaboratively focusing on three strategic priorities which include the plan to cut crime and save lives by reducing the supply and demand for drugs and delivering a high-quality treatment and recovery system.

The plan recognises that a whole-system approach is needed, with demand reduction a key component. It also acknowledges that to achieve and sustain recovery people need, alongside treatment, somewhere safe to live and something meaningful to do (a job, education or training). These problems can only be solved through coordinated action by multiple departments and additional investment. Greater co-ordination and accountability at the national level will also flow through to the local level, where responsibility sits for the delivery of drug treatment and wider recovery outcomes.







Therefore it is expected that national and local departments will have vital designated roles to achieve the following outcomes of the plan:

- **Break drug supply chains:** Home Office and Ministry of Justice,
- **Deliver a world-class treatment and recovery system:** Department of Health and Social Care, Ministry of Justice, Department for Levelling Up, Housing and Communities, and Department for Work and Pensions.
- **Achieve a generational shift in demand for drugs:** Home Office, Department for Education, Department of Health and Social Care, Ministry of Justice, Departmental for Culture, Media and Sport, Department for Levelling Up Housing and Communities.

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[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1079147/From\\_harm\\_to\\_hope\\_PDF.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1079147/From_harm_to_hope_PDF.pdf)

National Combating Drugs Outcomes Framework Our ambition: a safer, healthier and more productive society by combating illicit drugs	
<b>What we will deliver for citizens (strategic outcomes)</b>	<b>Measured by:</b>
 <b>Reducing drug use</b>	<ul style="list-style-type: none"> <li>the proportion of the population reporting drug use in the last year (reported by age)</li> <li>prevalence of opiate and/or crack cocaine use</li> </ul>
 <b>Reducing drug-related crime</b>	<ul style="list-style-type: none"> <li>the number of drug-related homicides</li> <li>the number of neighbourhood crimes</li> </ul>
 <b>Reducing drug-related deaths and harm</b>	<ul style="list-style-type: none"> <li>deaths related to drug misuse</li> <li>hospital admissions for drug poisoning and drug-related mental health and behavioural disorders (primary diagnosis of selected drugs)</li> </ul>
<b>What will help us deliver this (intermediate outcomes)</b>	<b>Measured by:</b>
 <b>Reducing drug supply</b>	<ul style="list-style-type: none"> <li>the number of county lines closed</li> <li>the number of moderate and major disruptions against organised criminals</li> </ul>
 <b>Increasing engagement in drug treatment</b>	<ul style="list-style-type: none"> <li>the numbers in treatment (both adults and young people, reported by opiate and crack users, other drugs, and alcohol)</li> <li>continuity of care – engagement with treatment within three weeks of leaving prison</li> </ul>
 <b>Improving drug recovery outcomes</b>	<ul style="list-style-type: none"> <li>the proportion who are in stable accommodation and who have completed treatment, are drug-free in treatment, or have sustained reduction in drug use</li> </ul> <p><b>Key additional components integral to recovery include housing, mental health, and employment</b></p>

### 3. Membership

The CDP is comprised of representatives from the following Responsible Authorities (RAs), with the specific officers highlighted in the combating drugs plan 2021 <sup>2</sup>:

- Elected members
- Police and Crime Commissioner
- Police
- National probation service
- Secure Estate (prisons, young offender institutions etc)
- Barnet Councils officers
- NHS strategic lead
- People affected by drug related harm
- Substance misuse treatment providers
- Job centre Plus
- Higher Education
- Including relevant partners (representatives from organisations with a vested interest in combating substance misuse challenges for individuals and the community within Barnet who can share information and contribute to planning and partnership working)

<sup>2</sup>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1079147/From\\_harm\\_to\\_hope\\_PDF.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1079147/From_harm_to_hope_PDF.pdf)

## Barnet's proposed CDP Membership:

<b>Name</b>	<b>Job Title</b>	<b>Role on Programme</b>	<b>Email</b>
Cllr Alison Moore	Chair of the Health and Wellbeing Board	Lead member for public health and CDP Chair	
Tamara Djuretic	Director of Public Health and Prevention	Senior responsible Officer	
TBC	Service User Representative	Service User Representative	
TBC	Carer Representative	Carer Representative	
Luke Kwamya	Head of Commissioning Public Health	Head of Public Health Commissioning	
Louisa Songer	Senior Public Health Strategist	Strategic lead for Substance Misuse	
Vacant	Public Health Commissioner	Commissioning Lead	
Maggie Higton-Brown	Head of Community Safety, Enforcement, CCTV and Intelligence	Community Safety Lead	
Lisa Sturrock	Adult Substance Misuse Service Manager, CGL	Substance Misuse Service Manager	
Tanya Lisak	Young People's Substance Misuse Service Manager, CGL	Team Leader for Substance Misuse Services, CGL	
Tina McElligott	Family Services	Director – Early Help & Children's Social Care Services	
Koreen Logie	Probation	Head of Service, Harrow and Barnet PDU	
Sean Lynch	Met Police	Chief Inspector – Neighbourhoods and Partnership	
Ellie Chesterman	Head of Mental Health Commissioning		
To be confirmed	NCL Integrated Care System		
To be confirmed	Licensing		
To be confirmed	YOT		
To be confirmed	Job Centre Plus		
To be confirmed	Barnet Homes		

#### **Member's responsibilities:**

- To enable the CDP to function efficiently and successfully it is important that members attend meetings consistently;
- Members must be prepared and well informed to contribute to discussions and provide updates on their areas of expertise as required;
- Members to represent their organisations and co-ordinate actions and feedback with their colleagues
- Members to communicate with each other fully and fairly, sharing ideas, information, insight, and objectives;
- Members have a responsibility to report back to their organisation, including both seniors and deputies;
- Seek authorisation or agreement, for decisions/actions, where required, by senior members/boards;
- The group will keep a tracker of individual attendances to the meetings, and a consistent lack of attendance will be escalated to the appropriate organisational leads.

#### **4. Aims and Objectives**

**Aim:** To bring key partners together to ensure clear strategic direction and delivery of the aims and objectives set out in the government's 2021 drug plan, "From harm to hope: a 10-year drugs plan to cut crime and save lives" through delivery of a local strategy and action plan.

**Objectives:** This group will be responsible for:

- Establishing and implementing performance management to ensure the effective functioning of the group
- Overseeing delivery of the local combating drugs plan and other related substance misuse plans
- Discuss performance against agreed action plans
- A partnership level response to key issues and strategic challenges
- Providing visibility and accountability
- Productive engagement
- The ability to identify priorities and thematic activities
- Effective, clear and timely communication of themes and emerging issues; and cross-partnership working
- Support the functioning of a local drug related death panel including conducting deep dives where required and monitoring related actions

#### **5. Strategic Responsibilities of the Group / Duties**

The responsibilities of the partnership are to:

- Nominate a local Senior Responsible Officer (SRO) for the project (Tamara Djuretic, Director of Public Health and Prevention)

- Agree Combating Drugs Partnership membership and footprint (Footprint agreed to be at the borough-level in North Central London)
- Agree Terms of Reference and governance structures
- Conduct a joint needs assessment, reviewing local drug data and evidence
- Agree local drugs strategy delivery plan
- Partners agree local performance framework to facilitate monitoring and impact of plans
- First progress report due
- Regular review progress reflecting on local delivery of strategy, current issues, and priorities

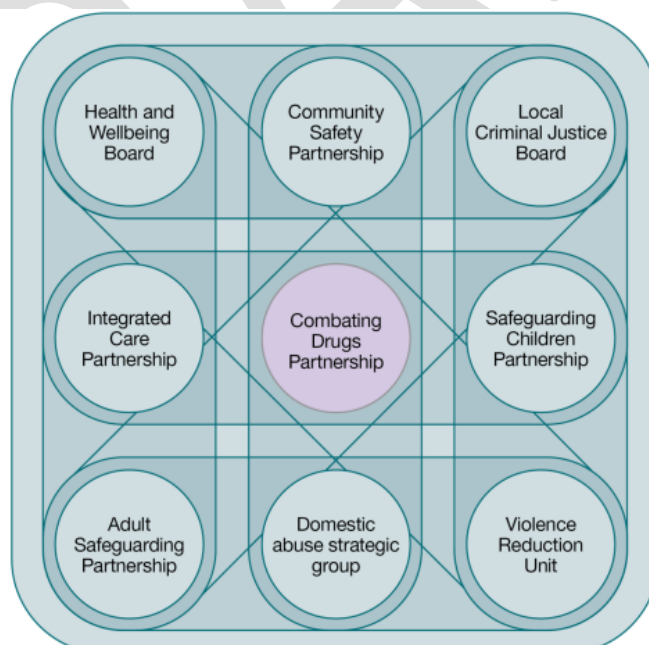
Please see **appendix 1** in appendices for the project's key timelines

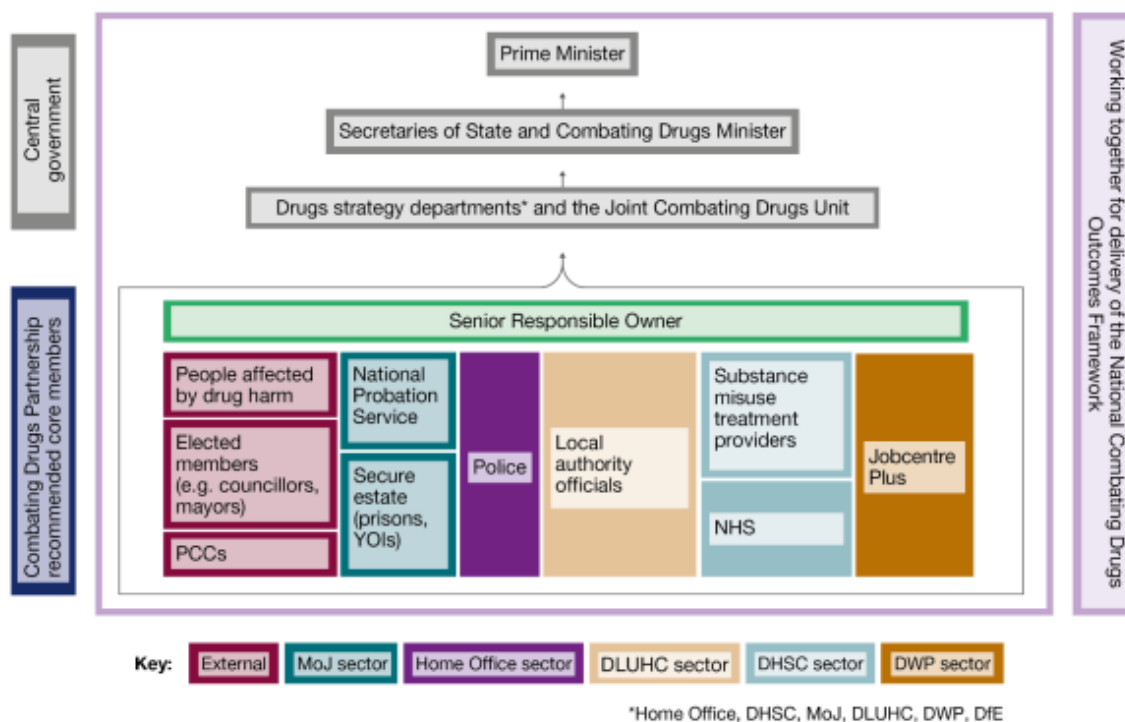
## 6. Governance and administration

The CDP meetings will be chaired by the Chair of the Health and Wellbeing Board.

Meetings will be held quarterly and require the attendance of half the representatives to have a quorum. The meeting is not a public meeting and will be administrated by members of the LB Barnet Public Health team.

The CDP will report directly to Barnet Council's Health and Wellbeing Board, with a line into Barnet Council's Safer Communities Partnership Board. As such the main CDPB Plan and strategy will be agreed by the Health and Wellbeing board and delivered via co-ordination of those with delegated powers at the CDPB.





(NB Senior responsible owner should say senior responsible officer, typo in main [Guidance for local delivery partners \(publishing.service.gov.uk\)](#))

The CDP needs to ensure that effective processes are in place for listening and capturing input from all members, including interfacing with relevant bodies. This will require understanding the composition and needs of the communities it serves.

## 7. Frequency of meetings

On a quarterly basis and a proposed schedule of dates for 2022/23 is listed in Appendix 2.

The board will be a hybrid meeting, initial meetings will be face to face with the option of joining remotely if necessary.

## 8. APPENDIX 1 Strategic Responsibilities and Timelines

Action	Time frame
✓ Nominate your local senior responsible owner (SRO)*	By 1 August 2022
✓ Agree the terms of reference for your local partnership and your governance structure	By end September 2022
✓ Conduct a joint needs assessment, reviewing local drug data and evidence	By end September 2022
✓ Agree a local drugs strategy delivery plan, including developing data recording and sharing	By end December 2022
✓ Regularly review progress, reflecting on local delivery of the strategy and current issues and priorities	First progress report by end of April 2023 and every 12 months thereafter

## 9. APPENDIX 2 Schedule of Dates for the Combating Drugs Partnership Group

Date	Time	Venue
2 <sup>nd</sup> November 2022	2pm – 3:30pm	Barnet Council Offices, Colindale, Room TBC

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