**Sent on behalf of Liz Robin, Director of Public Health**

The countywide Drug and Alcohol governance arrangements have been extensively reviewed to reflect current partnership structures and the recently established Public Health joint commissioning framework across Cambridgeshire and Peterborough.

As part of this review a new Drug and Alcohol Misuse Delivery Group is being established reporting into the Cambridgeshire Health and Wellbeing Board, the Peterborough Health and Wellbeing Board and the Cambridgeshire Countywide Strategic Community Safety Board.

The new delivery group will co-ordinate the multi-agency response and collaborative work to address the harms and impact of substance misuse across Cambridgeshire and Peterborough.

As Co-Chair I would like to invite you (or a nominated representative from your organisation) to join the new delivery group, please confirm attendance by accepting the diary invite. If you have any queries please contact Sue Hall (details below).

Thanks

SUE HALL

Senior Public Health Administrator

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Cambridgeshire County Council

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*First meeting was on 19 June, which I sent apologies for from CRHB but said I would ask for a volunteer.*

*I have the meeting papers if it helps decide whether you want to volunteer, please email me at* [*sue.beecroft@cambridge.gov.uk*](mailto:sue.beecroft@cambridge.gov.uk)

*IT has since be re-named the* ***Substance Misuse Delivery Board***

**DRAFT Cambridgeshire and Peterborough Drug and Alcohol Misuse Delivery Group**

**Terms of Reference**

**1. Purpose of Group**

The group exists to co-ordinate the delivery of the multi-agency response to drug and alcohol misuse within Cambridgeshire and Peterborough by bringing together managers from key agencies with responsibility for addressing different aspects of substance misuse and its impacts.

It will focus on the multi-agency approach to prevention, treatment of and responses to drug and alcohol misuse. This will be managed efficiently and effectively, focussed on service users and communities, and according to national and local standards, expectations, and strategies. Members will be committed to effective partnership working based on trust and open communication. The group will be tasked with looking at the entirety of service provision not just those services commissioned by statutory agencies.

**2. Key objectives include:**

* Understand the needs of drug and alcohol misusers and those impacted by drug and alcohol misuse, through the commissioning of comprehensive needs assessments.
* Set out a Joint drug and alcohol misuse strategy for Cambridgeshire and Peterborough, with an associated action plan.
* Encourage and facilitate joint commissioning, alignment of services, and other joint work across agencies to promote prevention, early intervention, effective treatment, harm reduction, recovery and re-integration
* Monitor the progress and delivery of the actions and outcomes set in the Joint Action Plan. This will include creating a single outcome-based performance framework which includes available data from key agencies.
* Challenge under-performance in a constructive and supportive manner.
* Routinely review the work being delivered to ensure it meets national and local best practice and delivering against outcomes.
* Support the Cambs County Council and Peterborough City Council to deliver their statutory public health duties under the Health and Social Care Act (2012)
* Support the criminal justice system to deliver statutory duties in relation to drug and alcohol misuse and enforcement.
* Support Safeguarding of children and adults across the system who may be affected by the impacts of drug and alcohol misuse.
* Ensure specialist providers from the voluntary and charitable sector are appropriately represented.
* Ensure service users are appropriately represented
* Ensure co-ordinated communications and key messages in relation to drug and alcohol misuse.
* Oversee the local drug alerting system and communications processes.

**Membership of the group**

**Local authorities**

* Director of Public Health, Cambridgeshire and Peterborough **(CO-CHAIR)**
* Service Director People and Communities (Peterborough)
* Service Director with lead for Community Safety (Cambs),
* Public health consultant (Cambridgeshire and Peterborough)
* Assistant Director Commissioning (Peterborough)
* Children’s Social Care representatives (Cambridgeshire and Peterborough);
* District Council Community Safety Partnership representative

**Criminal Justice:**

* Chief Inspector, Cambridgeshire Constabulary **(CO-CHAIR)**
* Office of the Police and Crime Commissioner
* Senior representatives Probation Service
* Peterborough prison representative

**Health**

* Cambs & Peterborough CCG mental health commissioner
* GP representative
* Cambs & Peterborough Foundation Trust representative
* Public Health England

**Drug and Alcohol Service Providers**

* Inclusion
* CGL
* CPFT CASUS service

**Service user/VCS representation:**

* SUN network
* Peterborough representation

**Housing**

* Cambridge sub-regional housing board
* Housing Provider (Gemma Wood of Cross Keys)

**Employment**

* DWP representative

It is anticipated that other members will be co-opted onto the group and any working group as and when specific needs are identified.

**Accountability**

The Drug and Alcohol Misuse Delivery Group will report into the Cambridgeshire Health and Wellbeing Board, the Peterborough Health and Wellbeing Board, the Cambridgeshire Countywide Strategic Community Safety Board and the Safer Peterborough Partnership. The Board will replace the previous DAAT Executive Board (Cambridgeshire) and Substance Misuse Strategic Board (Peterborough).

Statutory duties and responsibilities in relation to reducing the harm from drug and alcohol misuse will remain with the responsible authorities.

**Quorum**

As a minimum, the meetings will be deemed quorate when at least four member organisations are present, including representatives from an upper tier Local Authority and the Constabulary/OPCC.

**Attendance**

It is expected that each agency will send a representative (or nominated deputy) to every meeting.

**Terms of Reference review date**

The group’s Terms of Reference will be reviewed annually in January each year (or sooner if warranted)

**Support and Administration of the group**

The group will be supported by staff from the Public Health Joint Commissioning Unit

Agendas will be sent at least 1 week in advance of meetings. Notes of the last meeting will be circulated with the agenda for the next meeting. Work plan will be updated and circulated with the agenda for the next meeting.

**Chairing of the group**

The Group will be co-chaired by the Director of Public Health and Chief Inspector, Cambridgeshire Constabulary

**Regularity and length of meetings**

Meetings will be held on a quarterly basis and will normally be booked for 2 hours.