

Tower Hamlets

Combating Drugs Partnership

Terms of Reference

1. Background

The Combating Drugs Partnership (CDP) is a multi-agency forum formed to implement the Government's national **From Harm to Hope** strategy locally. The CDP is responsible for partnership work within Tower Hamlets to reduce drug-related harm and account for local delivery and performance to central Government.

2. Purpose

The purpose of the CDP is to work together with partners to combat illegal drugs and the harm they cause in the community. The CDP will be responsible for delivering a set of outcomes relating to drug-related harm, set out in the Government's drugs strategy. The partnership will provide a single setting for understanding and addressing shared challenges related to drug-related harm, based on the local context and need.

3. Aims and objectives

The responsibilities of the CDP relate to:

- a. Delivering the three strategic priorities set out in the Government's drugs strategy and any agreed local priorities.
- b. Overseeing the development of a local Joint Needs Assessment.
- c. Overseeing the development and delivery of a shared local strategy plan.
- d. Overseeing development of a local performance framework.
- e. Be responsible for high-level policy co-ordination in relation to addressing drug-related harm.
- f. Address policy and organisational difficulties which may prevent appropriate responses to drug-related harm issues.
- g. Be responsible for ensuring plans sufficiently address alcohol-related harms.
- h. Be responsible for monitoring performance against Combating Drugs Outcome Framework and reporting on the partnership's performance and delivery into central Government.
- i. Other issues relating to drug-related harm, which may arise, from Government policies or other developments.

4. Combating Drugs Partnership Priorities

The CDP will ensure priorities address relevant areas of work delivered through the Tower Hamlets Drug and Alcohol Action Team (DAAT), The Community Safety Partnership (CSP) and the Health and Wellbeing Board (WHB). The CDP will focus on delivering three strategic priorities.

1. Break drug supply chains
2. Deliver a world-class treatment and recovery system
3. Achieve a shift in the demand for drugs

5. Combatting Drugs Partnership Outcomes

The National Combating Drugs Outcomes Framework set out the goals with metrics that will be used to measure progress. It is the single overarching framework for central and local government to monitor progress towards the commitments in the strategy.

There are six overarching outcomes:

1. Reduce drug use
2. Reduce drug related crime
3. Reduce drug related deaths and harm
4. Reduce drug supply
5. Increasing engagement in drug treatment
6. Improving drug recovery outcomes

6. Role of Combatting Drugs Partnership

The CDP will:

- a. Maintain an overview of all measures, monitor strategies and action plans to improve performance.
- b. Produce a robust and relevant Local Joint Needs Assessment every three years with a strong community/intelligence led evidence base, reviewing local drug data and involving all relevant partners.
- c. Produce a shared local drug strategy plan every three years with a whole-system approach addressing the three strategic priorities set out in the drugs strategy.
- d. Ensure plans sufficiently address alcohol dependence and wider alcohol-related harms.
- e. Produce a local performance framework to monitor the implementation and impact of local plans.
- f. Set out and agree how the partnership will record and monitor local data to understand challenges and opportunities.
- g. Coordinate partnership activity to deliver the key outcomes outlined in the national strategy and local plan.
- h. Improve communication and engagement with local people about drug related harm in their area.
- i. Be responsible for the implementation of the requirements of the relevant legislations.
- j. Co-ordinate the activities of agencies involved in reducing drug related harm in Tower Hamlets.
- k. Serve as a forum for representatives from the Partnership to highlight strategic developments both nationally and locally.
- l. Oversee the utilisation of resources to address drug related issues and ensure that any resources allocated to specific areas are spent as intended.
- m. Oversee progress towards the outcomes, with the SRO having overarching responsibility for local delivery of the strategy.
- n. Produce annual progress reports against the National Combating Drugs Outcomes Framework and submit into central Government through departments' performance management functions.
- o. Ensure the continuation and further development of an integrated approach to address drug related harm based on principles of partnership, equity and inclusivity.

7. Duties of Members

- a. To lead their organisation's contribution to meeting the objectives of the partnership. They should therefore consult with their organisation on issues being discussed at the CDP and ensure that any commitments made on behalf of their organisation are honoured.
- b. To ensure that their organisation is kept informed about CDP developments, decisions, actions and emerging issues.
- c. To ensure that the CDP is informed about developments relevant to drug related harm taking place within their parent organisation.
- d. Ensure all performance and monitoring requests are fulfilled by the partner organisation within the set deadlines.
- e. In circumstances where a vote is required, members will take part in voting and a majority will confirm decisions.
- f. To be responsible for their elements of delivery in line with the reporting frameworks and outcomes associated with the funding they oversee.

8. Membership

Membership of the CDP will be made up of those with senior responsibility for delivering the Governments strategic priorities and the agreed local priorities. Members should have the authority to influence strategic direction, service delivery and relevant resources within the agencies they represent. If members are unable to attend, they should send a representative at the appropriate level with decision making authority.

The Combating Drugs Partnerships core members are:

- Cabinet Member for Safer Communities
- Local Authority
- Tower Hamlets Police
- Probation Service
- Jobcentre Plus
- East London NHS Foundation Trust
- Substance Misuse Treatment Providers
- Person affected by drug-related harm
- The secure estate, such as prisons, young offender institutions (YOIs)

The membership includes a Partnership Lead, Public Involvement Lead and a Data and Digital Lead nominated by the partnership to support the SRO and partnership. Representatives from other agencies / organisations may be invited to attend meetings for specific agenda items or may be co-opted for pre-determined periods.

9. Senior Responsible Owner (SRO)

- a. The SRO will oversee progress towards the outcomes, with the SRO having overarching responsibility for local delivery of the strategy.
- b. The SRO and partnership lead will act as the main points of contacts for central Government to provide communications regarding the overarching drugs strategy.
- c. The SRO will represent nationally and account for local delivery and performance to central Government.
- d. The SRO will offer challenge and support to local partners to drive improvement and unblock issues and resolve disputes when necessary.

10. Chairing and Decision Making

- a. The Chair will consult with partners and make decision on behalf of the partnership.
- g. The Partnership will vote on any major policy decision, in these circumstances members will take part in voting and a majority will confirm decisions.

11. Finances

- a. Overseeing and co-ordinating relevant funding streams relevant to drug related harm to provide the necessary link between funding and delivery.
- a. Delegate operational financial decisions to the sub-groups, who will report back at CDP.

12. Meeting schedule

- a. The CDP will meet 4 times a year. Dates are agreed annually at the start of each financial year.
- b. Meetings should be no more than 2 hours.
- c. All actions agreed at CDP will be reported on at the following meeting. Outstanding actions will be discussed, and a time limit given for completion.
- d. CDP meetings will focus on performance against the strategic priorities, risks, issues raised through sub-group activity, strategic planning and other influences.

13. Secretariat

- a. The Tower Hamlets Substance Misuse, Head of Service will work with the Chair and Board to advice and set strategic direction.
- b. The Tower Hamlets Strategy, Policy and improvement Team will work with Chair to finalise agendas and papers in advance of meetings and ensure that minutes are made available.
- c. The Tower Hamlets Strategy, Policy and improvement Team will circulate agendas, minutes and all documentation pertaining to the meeting no less than five working days prior to a meeting.
- d. Items may be tabled at meetings only in exceptional circumstances and with prior agreement from the Chair.

14. Governance

- a. The CDP reports up to the Community Safety Partnership and the Health and Wellbeing Board.
- b. The CDP will account for progress against the national framework to central Government.
- c. These Terms of Reference relate to the CDP reflecting the period up to March 2024, at which point these Terms of Reference will be reviewed.

15. Information sharing

- a. All information shared at these meetings will be treated as confidential unless the disclosing agency advises to the contrary.
- b. Personal information and data may be shared as set out in the borough's Information Sharing Protocol.
- c. If and when personal information is discussed and minuted at these meeting, these minutes will not be subject to access through the Freedom of Information Act.
- d. Where appropriate, subjects will be advised that issues surrounding their case will be discussed at this group.
- e. Members of the partnership must adhere at all times to the information sharing and storage regulations as set out in the Data Protection Act and Information Sharing Protocol.
- f. All partners should be signed up to the Tower Hamlets Information Sharing Protocol.