Drug and Alcohol Recovery Forums

Terms of Reference
REVISED DRAFT June 2018

Purpose of the Group

To improve the health and well-being of the population of Suffolk through a co-ordinated and collaborative approach to addressing key issues that impact on recovery from drug and alcohol misuse and dual diagnosis relating to individuals, communities, and populations.

Scope of Group

Share knowledge, data and information to better understand the local needs relating to drug and alcohol recovery in Suffolk and the demand on local services.

Identify ways to develop services and interventions that will: have a positive impact on client outcomes; improve quality and equity of service; and participate in and support the implementation of these.

Proactively seek to develop collaborative partnerships and ways of working that promotes seamless client experience of care.

Champion the use of evidence based practice and share information regarding local, regional and national development.

Develop approaches to address the wider workforces’ drug and alcohol recovery development and training needs.

As a group monitor the impact of action, sharing examples of good practice.

To disseminate the experiences, good practice and learning from the network to a wider audience.

Chair Arrangements

As of February 2018, Robin Pivett, Controlled Drug Liaison Officer for Suffolk Police, has been appointed Chair in all three localities. Chair arrangements will be reviewed annually.

Membership

Membership will consist of representation from health, local authority, voluntary and third sector, individuals and interest groups that are likely to include:

- Local services and housing providers
- GP Practices and Pharmacies
- Police, Probation and CRC
- Healthwatch
• Local Authorities
• Public Health
• Acute Health Trusts
• Service users and local public representatives
• Voluntary sector organisations
• Mental Health

From May 2018, The Suffolk Dual Diagnosis Forum was merged into the Suffolk Drug and Alcohol Recovery Network Forum. Dual Diagnosis is raised alongside communication between organisations as a priority for the Recovery Network to focus their attention on so merging the two forums and both groups of expertise seemed like a logical step.

Working Methods
➢ The network forums will adopt a shared learning approach. There may be occasion to convene sub-groups to progress particular work-streams.
➢ Forum meetings will be held quarterly in three areas covering West Suffolk, East Suffolk and Waveney. Sub-group meeting will be held as required.
➢ The position of network chair will be reviewed annually.
➢ Public Health and Protection, Suffolk County Council will provide secretariat for the group.
➢ Network members may wish to invite individuals to contribute to agenda items.

Member Roles and Responsibilities
Member’s responsibilities at ordinary meetings are:
• Regularly attend forum meetings - where this is not possible to send appropriate representation
• Ensure the views of their area of work are adequately represented in forum discussions and agreements
• Assist in the development, agreement, and implementation of actions through the sub-group model to address the priorities of the Network Forum.
• Act as a communication channel between their organisation and the Forums.
• Take part in time limited sub-groups to take forward the Network Forum’s agenda, proposing and delivering actions in a timely manner.
• Share good practice within and across the Network Forums.
• All Network Forum members must respect the right of each Forum member to be able to freely express, within the obligations of mutual courtesy and respect, their views and concerns during discussion at Network meetings.