



**BARNSELEY TOBACCO CONTROL ALLIANCE  
TERMS OF REFERENCE 2019/20**

1. Purpose of the Alliance

Barnsley's Tobacco Control Alliance will contribute to the improvement of the health, environmental and economic status of people living and working in the borough through co-ordinated, effective and sustained action against tobacco by organisations and individuals working in partnership. The vision of the group is to see the next generation of children in Barnsley born and raised in a place free from tobacco, where smoking is unusual.

2. Membership

2.1 The Tobacco Control Alliance will consist of the following members:

Cabinet Spokesperson for Public Health  
Director of Public Health  
Elected Members  
Public Health lead for tobacco  
Head of Regulatory Services  
Communities Directorate  
People Directorate  
South West Yorkshire Partnership NHS Foundation Trust  
Barnsley Hospital NHS Foundation Trust  
NHS Barnsley Clinical Commissioning Group  
South Yorkshire Fire Service  
Public Health Communications Lead  
Regional Tobacco Control Policy Manager  
Education representatives – Primary, Secondary and College

2.2 The Cabinet Spokesperson for Public Health will chair the Tobacco Control Alliance or the Head of Public Health in their absence.

2.3 Members of the Alliance will have nominated deputies to attend in their absence.

3. Attendance at meetings

3.1 Other members of staff will attend the Alliance by invitation as and when required.

4. Frequency of meeting

The Barnsley Tobacco Control Alliance will meet quarterly for two hours. Additional meetings may be called with the agreement of the Chair.

Sub-groups of the Alliance may be established to work on specific initiatives. The intention is for these to be task focused and time limited.

5. Aims

5.1 To develop, implement and monitor the Barnsley Tobacco Control Action Plan

5.2 To ensure tobacco control work contributes to reductions in health inequalities in Barnsley

6. Duties

6.1 Develop the strategy for tobacco control in Barnsley

6.2 To provide strategic leadership and drive for the tobacco control agenda in Barnsley

6.3 To monitor performance of activities against targets set out in the action plan

6.4 To publicise the work of the Alliance and influence locally, regionally and nationally for support for the tobacco control agenda

6.5 To recognise and celebrate achievements

6.6 To promote and co-ordinate joint and partnership working for tobacco control wherever possible

6.7 Ensure action plans are based on evidence and cost effectiveness learning from best practice locally and from other areas

6.8 Developing and evaluating innovative ways of working with a focus on continuous service improvement

7. Reporting arrangements

7.1 The Barnsley Tobacco Alliance will report to the Health and Wellbeing Board to highlight the work of the Alliance

8. Administrative Arrangements

8.1 Administration will be provided by Public Health, Barnsley Council. The secretary to the meeting will be responsible for:

- Attending to take minutes of the meeting
- Keeping a record of matters arising and issues to be carried forward
- Liaising with the Chair of the Meeting and to agree the agenda
- Collating papers for meetings, circulating them 5 working days before the meeting

9. Review

Terms of Reference will normally be reviewed annually

Date of Review: June 2020