

Reducing Gambling Harms Community of Practice

Terms of Reference (TOR)

This is a network coordinated by the Association of Directors for Public Health London (ADPH) London and Office of Health Improvement and Disparities London (OHID London).

The Terms of Reference is effective from June 2026 and will be ongoing until terminated by agreement between its members.

Role/Purpose

The purpose of this community of practice is to:

- Provide a CPD development for borough based reducing gambling harms leads i.e. Public Health strategists and commissioners, as well as DsPH, CsPH and colleagues from OHID London and GLA health teams
- Share best practice and evidence from across London, as well as outside the London region when necessary
- Allow opportunity/space for collaboration and be a vehicle for disseminating key intelligence on reducing gambling harms pan London, to support the health improvement agenda and reduce health inequalities

Membership

The Network will comprise of:

- Chairs - Dr Jackie Chin, CPH OHID London, Ruth Du Plessis, Interim DPH Brent, Dr Will Maimaris, DPH Haringey
- Secretariat – Joanna Drazdzewska, Programme Operations Manager, ADPH London
- Reducing gambling harms leads/ commissioners, London Directors of Public Health and Public Health Consultants from the 32 London Local Authorities + City of London
- OHID London
- GLA Health Team

Roles and Responsibilities

Chair

- To lead the network and provide overall leadership.
- Set the themes/ identify priorities for the community of practice agendas and forward plans.

Secretariat

- Coordinate an agenda to meet the needs of the group based on liaising with the chairs.
- Follow up on any delegated action arising from the meeting and feedback to the team as and when appropriate.
- Maintain membership/distribution list held by the ADPH London office.
- Monitor and evaluate the network on whether it remains fit for purpose and evolves with the gambling harms landscape.

Members

- Be willing and forthcoming with ideas and experiences of benefit to the wider network.
- Readiness to share with colleague's intelligence (experiences, learning etc.) via email, verbally or formally presenting.
- Participate in task and finishing groups as and when appropriate.

Meetings

- Meetings will be held quarterly, for 2 hours.
- If required subgroup meetings will be arranged outside of these times at a time convenient to subgroup members.

Communications

- *Email distribution list London* - ADPH London ask that members who join this network contact the ADPH London office (office@adphlondon.org.uk) if their email address(es) require updating (i.e., be added to the list, change email address or be removed from the list).
- ADPH London will use the distribution list to share information/intelligence relating to the role/purpose of the network and on behalf of members and external partners.
- The distribution list will not be shared with third parties.

Use of Artificial Intelligence (AI)

- To protect confidentiality and maintain a safe space for open discussion, AI bots and assistants are not permitted at ADPH London meetings.
- ADPH London manages its own recording and transcription processes and will always inform attendees at the start of a meeting. The use of external AI tools may compromise this control and is therefore prohibited.
- If you use an AI assistant for accessibility reasons, please contact us in advance of any meeting, to agree how we can assist you.