

LINCOLNSHIRE HEALTH AND WELLBEING BOARD

Open Report on behalf of Dr Tony Hill, Executive Director of Community Wellbeing and Public Health

Report to	Lincolnshire Health and Wellbeing Board
Date:	29 September 2015
Subject:	Joint Strategic Needs Assessment (JSNA) Review Update and Engagement Plan

Summary:

This report provides the Lincolnshire Health and Wellbeing Board with an update on the review of content, processes and methodologies underpinning the Joint Strategic Needs Assessment (JSNA) for Lincolnshire.

Particularly, the paper details arrangements for the current, stakeholder engagement, phase of the review.

Actions Required:

The Lincolnshire Health and Wellbeing Board is asked to:

1. Consider the content of this report and the attached Engagement Plan;
2. Provide any comments and feedback on the proposals.

1. Background

In March 2015 the Lincolnshire Health and Wellbeing Board (the Board) agreed to review Lincolnshire's Joint Strategic Needs Assessment (JSNA). The JSNA is a systematic review of the health and wellbeing needs of the population, leading to agreed priorities across organisations that will improve the health and wellbeing of the community, at the same time as reducing health inequalities. The statutory responsibility for developing and publishing the JSNA rests with the Board.

The key features of the JSNA are that it is:

- Joint: Providing a framework for communities, local government and the NHS to work together in partnership
- Strategic: Using shared evidence to identify what matters most to local people, solutions that work and gaps that need to be filled
- A Needs Assessment: Based on people's wants and needs, regardless of what has gone before

Review of the JSNA

The procedures by which the JSNA is created and maintained are currently in review, investigating all elements of format, content and processes. The full review and implementation is taking place from 2015 to 2017, to feed into the production of the Joint Health and Wellbeing Strategy (JHWS) for 2018-2023, the publishing of which will coincide with the existing JHWS coming to an end on 31 March 2018.

The objectives of the review are to:

- Undertake a thorough examination of the process, content and structure of the current JSNA;
- Capture stakeholder views on usefulness, format and content, including suggestions for improvement;
- Identify opportunities to refine information held within the JSNA and to fill gaps in knowledge;
- Encourage engagement and challenge;
- Further integrate an asset-based approach to health improvement, ensuring that Lincolnshire's asset information (for example: skills, experience, expertise and resources) forms part of our future JSNA;
- Provide an ongoing opportunity for stakeholders to feed into the continuous improvement of the JSNA and to continue to encourage engagement, contribution and use;
- Ensure that engagement through this plan is aligned with the strategic framework for engagement agreed by the Board and that the principles set out in the framework are respected and adhered to;
- Ensure transparency and opportunity within our various engagement activities to allow all stakeholders to influence and engage in the process.

The current phase of the review is the Stakeholder Engagement phase, taking place until the end of December 2015. The purpose of this phase is to ensure that stakeholders in the JSNA have a shared understanding of the scope and purpose of the review, the opportunity to feed in their views on future content, format and processes and that they are able to become better engaged with the evidence base. The Engagement Plan takes account of statutory guidance and specifically puts in place mechanisms for engaging with statutory and recommended partners.

Planned Activity and Actions to Date

Table 1 shows the summary project plan for JSNA review and implementation and publication of the JHWS 2018-2023.

Date	Activity
Jan-May 15	Agree the scope of the review
June-Dec 15	Carry out review (to include review of work associated with objectives set out in the project brief and the wider engagement with stakeholders)
Jan-Mar 16	Consult on findings and agree recommendations for refresh of the JSNA.
Apr-Mar 17	Implement recommendations, refreshing and updating the JSNA, including its presentation and processes
Apr-Jun 17	Consult and agree priorities resulting from refreshed JSNA
Jul-Dec 17	Carry out consultation on refreshed Joint Health and Wellbeing Strategy (JHWS)
Jan-Apr 18	Finalise and publish JHWS for 2018–2023 to coincide with existing JHWS coming to an end on 31/3/18

A range of activities have been carried out to date including:

- A Steering Group has been established to oversee the review on behalf of the Board. Membership of the group includes representatives from Public Health, Healthwatch, District Councils, Children's Services, Adult Care, Lincolnshire's Clinical Commissioning Groups and Involving Lincs.
- Beneath the Steering Group, a project team has been established, meeting fortnightly, to deliver against the project plan. Membership will evolve throughout the programme as work packages progress. Currently members from four PH teams and the LRO are involved in the group and are contributing to its work.
- An Engagement Plan has been created to ensure that all stakeholders in the JSNA have a shared understanding of the activities taking place and the opportunity to engage in the review process.
- Opportunities to engage with stakeholders through existing networks, meetings and partnerships have been mapped to produce a calendar of engagement events.
- Arrangements for reporting to the Board and Health Scrutiny Committee for Lincolnshire (HSC) have been agreed.
- A vision statement and formal letter from the Chairman of the Board has been agreed and published on the JSNA webpage, with the formal letter being additionally emailed to over 850 individuals previously expressing an interest in the JSNA.
- All relevant websites/pages have been updated with information regarding the review.
- A risk register has been created to highlight and manage significant risks and issues.
- An engagement pack has been created to support work with stakeholders, allowing a consistent and structured approach, and shared through the JSNA webpage to enable others to further promote the review and to gather feedback.

The Engagement Plan is attached as an appendix to this paper and outlines the approach for consulting and communicating on the review and implementation of the JSNA. It describes how stakeholders will be engaged and communicated with, when and by what mechanism. The plan and its implementation are overseen by the JSNA Steering Group. The JSNA Project Group works alongside the Steering Group to manage all engagement activities and implementation of the plan.

2. Conclusion

The JSNA is a statutory responsibility of the Board and directly informs the development of the JHWS. It provides a framework for partnership working and an evidence base to identify need, prioritise actions and inform commissioning.

Lincolnshire's JSNA is currently in review, investigating all elements of format, content and processes.

The current phase of the review is the Stakeholder Engagement phase, taking place until the end of December 2015.

The Engagement Plan and an update of progress are tabled for discussion at HSC on 16th September 2015. Comments and feedback from the HSC on the proposals will be verbally presented as an update to these papers.

It is recommended that the Board consider the content of this report, the attached Engagement Plan and comments from the HSC, and take this opportunity to provide comments and feedback on the proposals.

3. Consultation

The HWB's Engagement Framework 2015-2018 provides the strategic framework under which all communication and engagement activity relating to the Board's responsibilities sit. As such, the JSNA Engagement Plan acts as an operational plan detailing the current phases of JSNA engagement.

Given that the JSNA Engagement plan follows the framework for engagement set out in the HWB's strategic document, consultation and engagement activities are organised following a review of already-existing information, insight and data. This ensures that consultation utilises and builds on what has gone before, preventing duplication and 'consultation fatigue' within communities, and ensuring consultation is both cost-effective and necessary.

Lincolnshire County Council's Community Engagement team will advise on, and support, engagement activities carried out as part of this plan. This will ensure that methodologies are appropriate and activities are effective and co-ordinated. On-going monitoring and review of the effectiveness of activities will take place, with action being taken to address any issues identified.

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Engagement Plan - Joint Strategic Needs Assessment (JSNA) Review 2015-2017

5. Background Papers

The following background papers were used in the preparation of this report:

Documents Title	Where the document can be viewed
Statutory Guidance on Joint Strategic Needs Assessments and Joint Health and Wellbeing Strategies (DOH, 2013)	Available on the Department of Health website

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