


Agenda Item 10

		THE HEALTH SCRUTINY COMMITTEE FOR LINCOLNSHIRE	
Boston Borough Council	East Lindsey District Council	City of Lincoln Council	Lincolnshire County Council
North Kesteven District Council	South Holland District Council	South Kesteven District Council	West Lindsey District Council

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

Report to	Health Scrutiny Committee for Lincolnshire
Date:	11 March 2015
Subject:	Review of Processes for Lincolnshire's Joint Strategic Needs Assessment (JSNA)

Summary:

This report provides the Health Scrutiny Committee with an overview to the upcoming review of content, processes and methodologies underpinning the Joint Strategic Needs Assessment (JSNA).

This briefing paper comprises a description of the scale of review, resources required and some indicative timescales for the review process.

Actions Required:

Health Scrutiny Committee for Lincolnshire is asked to:

- 1) consider the content of this report, including Appendix A;
- 2) understand the scale, scope and timescale of the whole JSNA review;
- 3) provide any comments and feedback to the Health and Wellbeing Board.

1. Background

The notion of a Joint Strategic Needs Assessment (JSNA) was first introduced by the Department of Health's report *Commissioning for Health and Wellbeing*. Subsequently the Local Government and Public Involvement in Health Act (2007) has made the JSNA a requirement for which the Directors of Public Health, Adult Social Services and Children and Young People's Services are jointly responsible.

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 sources of 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

The results of the JSNA should be published in a concise report which will summarise the needs of the community and act as a reference point for subsequent planning.

Since April 2012 the preparation and publication of a JSNA have been a statutory responsibility of the Lincolnshire Health and Wellbeing Board (H&WB). Currently, topics are added and removed using the process outlined in the JSNA procedures (see Appendix A). The procedures are due for review. Therefore, we are taking this opportunity to initiate a deep dive into the wider procedures, format, content and processes around the JSNA.

In its current format, the JSNA is constructed through 35 individual topics that consider very specific areas. There is a timetable documenting when each topic is due for update, with an expectation that each topic will be updated by the relevant topic owner annually.

The current format of the JSNA has been in place since 2011. It has been recognised that improvements could be made.

Funding secured in 2011 supported further development of JSNA provision through the Lincolnshire Research Observatory (LRO) in 2011/12. This provided an improved interface that enabled users to access information more easily on the LRO website. The appearance of all JSNA areas on the LRO, including improved navigation, was completed by 30 March 2012. Improvements were then used to benefit the rest of the LRO website throughout the rest of 2012.

2. Conclusion

Timescales

Date	Action
Jan 2015 – Mar 2015	Agreement to scope of the review of the JSNA
Apr 2015 – Dec 2015	Carry out review (to include review of work associated with objectives set out in the project brief and the wider engagement with stakeholders)
Jan 2016 – Mar 2016	Consult on findings and agree recommendations for refresh of JSNA with HWB
Apr 2016 – Mar 2017	Implement recommendations through refreshing and updating the JSNA, including its presentation (ie. the web presence and functionality)
Apr 2017 – Jun 2017	Consult and agree priorities resulting from refreshed JSNA
Jul 2017 – Dec 2017	Carry out consultation on refreshed Joint Health and Wellbeing Strategy (JHWS) including stakeholder engagement in the process
Jan 2018 – Apr 2018	Finalise and publish JHWS for 2018 – 2023 to coincide with existing JHWS coming to an end on 31/3/18

These timescales are indicative and will be firmed up in the early development stages, with an ultimate aspiration to ensure we use this opportunity to fundamentally improve the processes to demonstrate the impact of the JSNA, and to develop a mechanism to fully engage with stakeholders.

Objectives

- To maintain and enhance the content of the Joint Strategic Needs Assessment for Lincolnshire and to ensure it continues to remain in the forefront regionally.
- To enhance the current systems and processes associated with the Lincolnshire JSNA.
- To increase the awareness and usage of the JSNA to inform commissioning decisions across the county.
- To set up a process to annually monitor and track how the JSNA is used in other areas of work, for example commissioning and service planning.
- To enhance the involvement of the Voluntary and Community Sector (VCS) in the development and compilation of the JSNA.
- To utilise the findings of the Joint Strategic Asset Assessment (JSAA) to further enhance the JSNA and empower the VCS.
- To help secure the best possible outcomes for the people of Lincolnshire

Scope

In the first instance this will look at the criteria an area of health (and related subjects) must meet in order for it to be included as a 'topic' in the JSNA. Time will be spent assessing the relevance of the current topics (are they still the right priorities?) and whether or not value could be added by grouping topics under broader headings or integrating further with other

areas of the LRO website. Aligned to this, there will also be work undertaken to explore the case for new topics to be added to the JSNA. Furthermore, it will be important to assess where and how data and topics could be strengthened through cross referencing.

In 2011 the commitment was made in the JSNA overview report that future iterations of the JSNA would become more 'asset focused'. It is proposed this review will also evaluate the potential for information linked to community assets to be included within the format.

The proposal to review the JSNA and implement required changes will be dependent on resources, finance, data and technology available. The review may call upon the time of staff from other from other service areas.

3. Consultation

In addition to the review of the JSNA content, it will also be important during 2015/16 to look at stakeholder engagement with the JSNA. From the Voluntary and Community Sector (VCS) to commissioners across the partnership, it is important that the role of each stakeholder group is understood in the context of the JSNA, including trying to ensure the JSNA can meet their needs.

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	JSNA procedures

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

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Appendix A: JSNA Procedures

Who is this for?

This document is intended for use by the authors of Joint Strategic Needs Assessment topic commentaries and their nominated Performance and Development team lead. In some cases the author of the commentary will be the topic owner, however in many instances this is not the case; this document may also be of use therefore when the commentary 'writing team' are liaising with topic owners about the update process.

Everything included here is a suggestion to encourage some consistency across all JSNA topics. It is down to the experts themselves to decide the approach that best fits their needs.

What should we consider?

Listed below are some areas that topic authors, leads and nominated support colleagues should consider when they are in the process of reviewing their topic commentary.

It is important to bear in mind that when a topic is being reviewed for update this does not necessarily mean that the whole commentary needs to be re-written, in fact there may be no changes required at all.

If the below suggestions are looked at and the commentary is found to be as up to date as it can be, that in itself is an acceptable conclusion. Only update commentaries if you are improving what already exists.

JSNA Commentary Template

The templates used for JSNA commentaries are split into two overarching sections:

- What do we know? And
- What is this telling us?

The 'What do we know' section has five suggested sub-headings looking at the current provision, current data (and its limitations) projections for short, medium and long term trends and forecasts. Also any performance targets or outcome measures applied to the topic are defined along with a summary of how performance is doing against these targets. Therefore this section is the presentation of factual evidence.

The 'What is this telling us?' section contains nine sub headings which begin to look at local views and national strategies, and known gaps or inequalities linked to services and the risk associated with doing nothing to change provision. The last two sections cover what developments should be expected in the future and what the priorities should be over the coming year. Overall this section is much more linked to opinions derived from wider engagement and expert opinion.

Appendix A: JSNA Procedures

Other Things to Consider

CCG Priorities

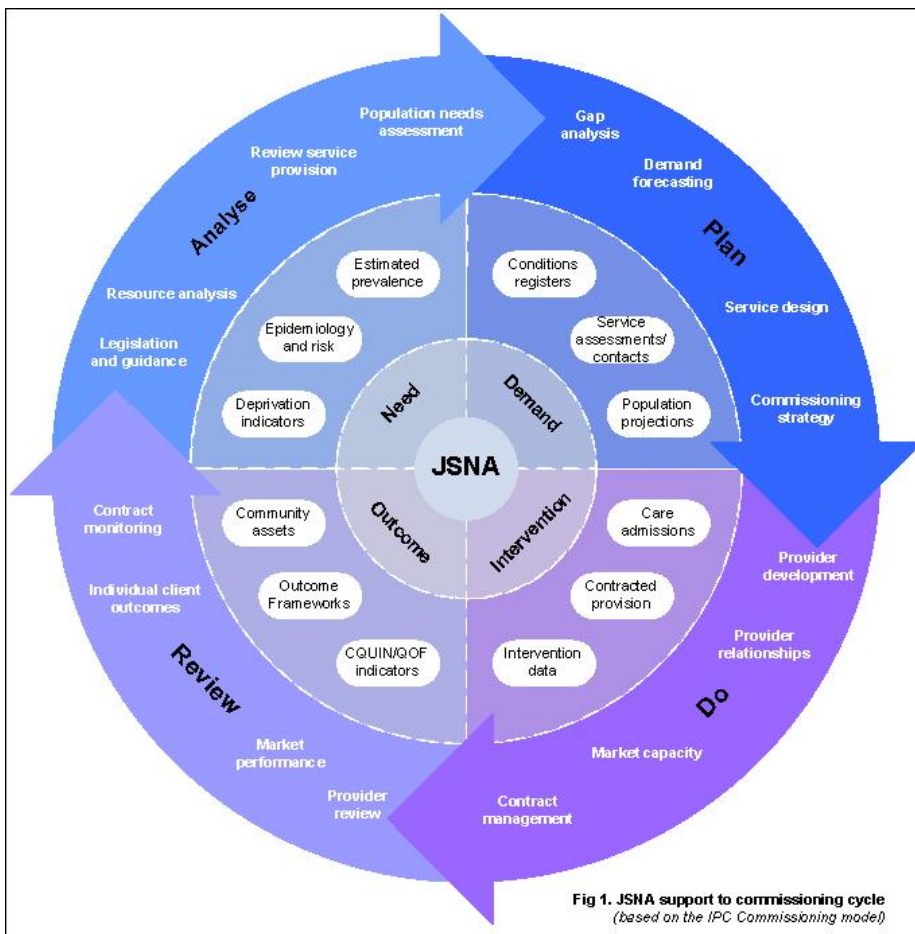
Is this topic reflected within any CCG profiles as a particular area of concern or best practice? If so it may be worth looking into the value of highlighting this within the overall commentary to ensure local inequalities are highlighted any best practice is shared with a wider audience.

Current Data and the Commissioning Cycle

Look at all of the data currently shown on your topic page of the LRO; is this information still relevant? Is it clear? Is it referenced within the current commentary? What else may be of use?

If it is easier; think about the current data set in terms of the commissioning cycle shown below:

Has your data sets cover all four of this or is it weighted one or two Work out if exists that help you to gaps. If data currently speak to any experts the topic to if data could collected to gaps; it is that the commentary to talk about data in the way that it talk about provision.



topic got which will quarters diagram heavily towards parts? data might fill any does not exist then relevant linked to establish be fill these important goes on gaps in same would gaps in

Another way that some people may find it easier to look at data sets is to work out whether what is available covers need, demand and provision. Again, if there is a strong bias towards one of these areas, ensure that your commentary references this and any actions that need to be taken to try and resolve it:

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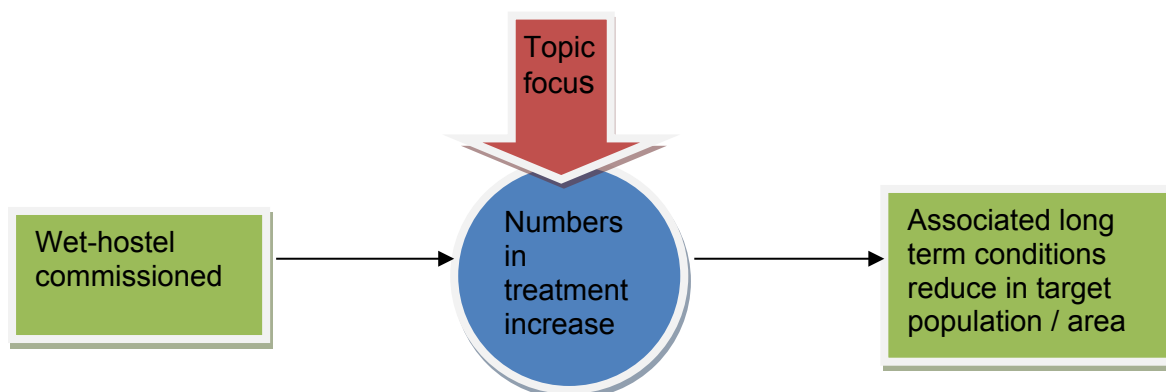
It is not the job of the topic commentary to resolve data gaps; it should bring together what exists already but if data is not there in the first place this should make up part of the subsequent recommendations / action planning.

Cross Cutting Themes

It is very easy to get blinkered by just looking at the topic in question when compiling a commentary but it is important to assess what other issues, topics, themes or priorities may have an impact on your area of focus. In exactly the same way it is also useful to consider what issues, topics, themes or priorities may feel the impact of any work undertaken in your area.

One example of this is:

Commissioning a wet-hostel to tackle homelessness particularly for dependant drinkers may have the knock on effect of engaging more people into treatment services, this increased uptake of alcohol treatment may then help to reduce long terms conditions in the population in question (cirrhosis of the liver etc.) which will in turn reduce primary and secondary care burdens.



Thinking about topics in their broadest sense may help to avoid the duplication of efforts, increase shared evidence bases and in the longer term, facilitate joint commissioning work where gaps are identified across multiple areas.

Linked Strategies

This is fairly self-explanatory and in a lot of ways links to the previous section, however it is important that any and all strategies that may be linked to your topic are referenced accordingly. This will mean that you don't have to repeat what has already been done and help the JSNA pages of the LRO to become a 'one stop shop' for all linked information sources.

Engagement

Hard as it is to believe – it's not all about the numbers! Talk to key stakeholders about any engagement activity that has been done that may be of relevance to your topic. Any

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patient reported outcomes (often referred to by acronyms such as PROMS or TOPs) could also be of use here.

Also any anecdotal feedback or intelligence from frontline staff or key stakeholders can be invaluable.

Depending on how much time you have to complete your work it could be worth looking into the viability of one or two expert panel events, these will help you test the validity of your data with the people who know best, guidance for which can be found here:

Peer Review

The peer review process is designed to ensure topic commentaries meet agreed set quality criteria.

The role of the Peer Reviewer is to provide independent expert critical appraisal of topic commentaries against the criteria set out in section 3.2 of the JSNA procedural guidance. This is to ensure commentaries meet accepted quality standards and prevent the dissemination of irrelevant findings, unwarranted claims, unacceptable interpretations, and personal views.

The peer review process will be co-ordinated by the Performance and Development Team, as part of the topic commentary process, when created, amended and annually reviewed.

The Peer Reviewer is responsible for ensuring their role is undertaken in a supportive manner with suggestions and recommendations made for improvements to topic commentaries wherever possible.

Any Questions?

For further help, information or additional support requests please feel free to contact:

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Public Health Directorate
Lincolnshire County Council
Tel: 01522 552795