

Report of: The Office of the Director of Public Health

Report to: Ian Cameron, Director of Public Health

Date: 7th July 2014

Subject: To increase the Public Health staffing structure by recruiting to 7 new posts within the Office of the Director of Public Health to support the delivery of the Council's mandatory and statutory Public Health responsibilities.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. On 1st April 2013, the Public Health function along with 69 staff transferred into Leeds City Council. The Executive Board report of 13 March 2013 that detailed the functions, budget, assets and liabilities to be transferred had anticipated the transfer of around 90 posts, including vacancies the starting point for the staff pay budget was £4,117,000
2. In July 2013 7 members of staff transferred from Adult Social Care to Public Health resulting in the staff pay budget increasing by £318,000 to £4,435,000 The proposed budget for 2015-16 including the proposed new posts is £4,507,000 this estimate includes increases in national insurance, superannuation contributions and pay awards.
3. Since Public Health has transferred to the Council it has become increasingly clear that staff shortages has meant that Public Health is not able to fulfil some of its mandatory functions nor support the Council's current priorities on Child Friendly Leeds and the new priority on becoming an Age Friendly City.
4. 7 new posts have been created which it is propose will be added to the Public Health structure

5. The proposed budget for 2015-16 including the new posts is £4,507,000; this estimate includes increases in national insurance, superannuation contributions and pay awards. The total number of posts including the new posts and the additional ASC staff for 2015-16 onwards is 90.82 wte
6. The proposed posts will be funded from the ring fenced Public Health Grant and this amount is included in the 2014-15 and 2015-16 Public Health budget.
7. Successful candidates will be appointed on Leeds City Council terms and conditions and not NHS terms and conditions which apply to staff that have transferred into the Council under Transfer of Undertakings Protection of Employment Regulations 2006 (TUPE).
8. Existing employees will be able to apply for the posts and if appointed would transfer onto LCC terms and conditions.

Recommendation

To agree the proposals outlined in this paper and its associated appendices to create new vacancies and structure for the Office of the Director of Public Health.

1 Purpose of this report

- 1.1 This report details the proposed recruitment to posts for the Office of the Director of Public Health to ensure it can adequately resource the demands put upon it and deliver its mandatory and statutory functions in relation to embedding and effectively delivering health protection, health improvement, population health care and reducing health inequalities.

2 Background information

- 2.1 In May 2010, the government announced the proposal to abolish Primary Care Trusts and replace them with Clinical Commissioning Groups, National Health Service England supported by Local Area Teams, Public Health England and the delivery of public health functions by Local Authorities. The Health and Social Care Act 2012 transferred substantial health improvement duties to local authorities from 1 April 2013.
- 2.2 In performing their public health functions Local Authorities must work with Clinical Commissioning Groups and representatives of NHS England and Public Health England (PHE). These new bodies were created and the transfer of functions to Local Authorities took place on 1 April 2013.
- 2.3 Local authorities have been given a ring-fenced public health grant which the Government intends to be used to target health inequalities to improve outcomes for the health and wellbeing of their local populations. Local authorities now have the key leadership role for public health locally.

- 2.4 The Executive Board report of 13 March 2013 detailed the functions, budget, assets and liabilities which would transfer into the Council. In Para 4.2 it was identified that approximately 90 Public Health posts, including vacancies, would transfer into the Council on 1 April 2013.
- 2.5 In the event, on 1 April 2013, 69 actual members of staff transferred into the Council. Employees transferred in accordance with the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE).
- 2.6 Since the transfer of Public Health, work has been successfully undertaken to comply with the Council's organisational design principles of a reduction of 30% JNC posts and an expectation of three leadership tiers at JNC level including Director.
- 2.7 7 members of Adult Social Care staff transferred to the Public Health Directorate in July 2014 as these posts were previously joint funded by the Local Authority and the PCT and their roles are more aligned to Public Health
- 2.8 On 1st April 22 members of the Supporting People team transferred to the Public Health Directorate

3 Main issues

- 3.1 The Public Health team is responsible for the delivery of the Public Health function within the Local Authority. A ring fenced public health grant is provided, this is intended to address health inequalities and improve the health and wellbeing of local residents. Public health works across the Council with the local Clinical Commissioning Groups (CCGs), representatives of NHS England, Public Health England and 3rd Sector to perform their public health duties.
- 3.2 The Public Health responsibilities of the Council (including mandatory functions) have been set out in national guidance as have the roles and responsibilities of the Director of Public Health.
- 3.3 The Council has a mandatory responsibility to provide public health advice and support to the three Leeds Clinical Commissioning Groups. This responsibility is set out in a memorandum of understanding between the Council and the three Clinical Commissioning Groups.
- 3.4 Since the transfer it has become increasingly clear that there is a staff shortfall in meeting the Council's mandatory responsibilities to the three lead Clinical Commissioning Groups. This is recognised by the Clinical Commissioning Groups and the Council.
- 3.5 A further public health shortfall has been identified around children's and young peoples' wellbeing, to help support Child Friendly Leeds, and the current pressures on Children's Services;
- 3.6 On 25th June 2014 the Executive Board agreed to support Leeds becoming an Age Friendly City. To help progress this Public Health and Adult Social Care have agreed on a post within Public Health but working across the city, to lead on the age friendly city action plan and support the Ageing Well Board.

3.7 In addition, there is a public health need to help meet the new NHS responsibility around “parity of esteem” (valuing mental health equally with physical health) which will help meet the mental health & well-being commitments in the Joint Health & Well Being Strategy.

4 Proposed Structure

4.1 In order to address the current and future needs of the Public Health responsibilities of the Council it is proposed that posts are recruited to and that the structure is amended to address line management and reporting arrangements.

Job Title	LA pay band	FTE	Indicative costs (bottom of band including on costs)
Senior Health Improvement Specialist – West CCG/Citywide	PO6	1.0	50,136
Senior Health Improvement Specialist – Learning Disabilities and Mental Health	PO6	1.0	50,136
Advanced Improvement Specialist – Emotional Health & Wellbeing (Children)	PO4	1.0	43,325
Senior Health Improvement Specialist – Young People resilience	PO6	1.0	50,136
Advanced Health Improvement Specialist – Wider Workforce	PO4	1.0	43,325
Ageing Well Officer	PO4	1.0	43,325
Senior Business Support Officer	PO2	1.0	37,552
TOTAL		7	£317,935

4.2 These costs are indicative as they show the salary costs for the bottom of the band including on-costs. This cost is included within the Public Health budget 2014-15 and proposed budget 2015-16. All posts will be agreed on LCC terms and conditions.

4.3 All Job description and person specifications for each pay band have been evaluated and have established grades under National Joint Council (NJC) conditions.

5 Corporate Considerations

Consultation and Engagement

- 5.1 A two week consultation and engagement with Public Health staff and Trade Unions has taken place. This key decision will follow the Governance process
- 5.2 This proposal is not for Public Consultation as there is no direct impact on the public as this is internal structural matter to support the Council to deliver its Public Health responsibilities.

6 Equality and Diversity / Cohesion and Integration

- 6.1 An Equality, Diversity Cohesion and Integration Impact screening assessment (EDCI) has been undertaken which concluded that there is no impact; this is attached as Appendix 2. Key point is the recruitment procedures that follow quality considerations to ensure fairness will be implemented,

a. Council policies and City Priorities

- 6.1.1 The Office of the Director of Public Health will support the Council's ambition to become the best city for Health and Wellbeing. The vision is that Leeds will be a healthy and caring city for all ages, where people who are the poorest, improve their health the fastest.
- 6.1.2 The staffing structure of the Office of the Director of Public Health will be critical in the delivery of outcomes on the Joint Strategic Needs Assessment (JSNA), and the Joint Health and Wellbeing Strategy.
- 6.1.3 The proposals will be implemented in accordance with the Council's recruitment and selection policy and job evaluation.
- 6.1.4 Due to the proposed changes to Terms and Conditions of employment, which were unanimously agreed by the Council's General Purpose Committee on 29th July 2014, the implementation of this restructure and assimilation process will be in accordance with the Council's policies and procedures in place at the time implementation commences

b. Resources and value for money

- 6.1.5 Budget: On 10 January 2013, the Department of Health announced a two year above inflationary Public Health allocation for Leeds of £40,540,400 for 2014/15 and for 2015/16 it has been announced the grant will remain the same as 2014-15 (40,540,400). This grant is ring fenced to be spent on Public Health responsibilities
 - i. All staffing costs will be covered for 2014/15 and 2015/16 by the Department of Health Public Health ring-fenced grant.
 - ii. The total 2014/15 staffing budget including existing, vacant and new posts described in this report is £4,589,800 including on-costs

- iii. The total 2015/16 proposed staffing budget including existing, vacant and new posts described in this report is £4,507,000 including on costs
- iv. The proposals in this report can be met within the existing approved budget as part of the Public Health ring-fenced grant.
- v. In addition there may be an increase on LCC support services and equipment to support additional posts in the service and this has been factored into the 2014-15 budgets.

c. Legal Implications, Access to Information and Call In

6.1.6 The Director of Public Health holds delegated authority to take this decision.

6.1.7 It is not believed that there are any legal implications in relation to this decision.

6.1.8 This decision is open to call-in.

6.1.9 Due to its nature, it is not believed that there are any significant risks associated with this proposal

7 Conclusions

7.1 The proposals contained within this report and its associated appendices provide for the creation and recruitment to new vacancies to create a fit for purpose structure to deliver the ambitions of the Public Health Service in Leeds City Council.

8 Recommendations

8.1 To agree the proposals outlined in this paper and its associated appendices to create new vacancies and structure for the Office of the Director of Public Health.

9 Background documents¹

Appendix 1 Existing Staffing Structure showing existing posts, current vacancies and proposed additional new posts.

Appendix 2 Equality, Diversity, Cohesion and Integration Screening – Organisational change impacting on the workforce

Appendix 3 Job descriptions for new specialist posts

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.