

Job Description

Department:	Public Health Directorate
Division/Section:	
Job Title:	Public Health Team Lead – Commissioning and Partnerships (Relevant area = Children and Young People, Mental Health)
Post No:	
Grade:	Grade 14
Reports to:	Consultant in Public Health - Children and Young People, Sexual and Reproductive Health
Organisation Chart: Show immediate manager and any jobs reporting to this post.	
DBS Check applicable?	Basic <input type="checkbox"/> Standard <input type="checkbox"/> Enhanced <input type="checkbox"/> None <input type="checkbox"/>
	Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions? Yes <input type="checkbox"/> No <input type="checkbox"/>
Line Management responsibility for:	No. of direct reports: 0 No. of indirect reports:
Size of budget: (Per annum)	Accountable for Children and Young People Public Health budget of £4.7m
Job Purpose:	This is a role for a Public Health Team Lead – Commissioning and Partnerships focussing on Children and Young People and Mental Health within the Peterborough City Council Public Health Directorate. The appointment is full time and will be based in Peterborough. The populations served are the residents of Peterborough and the Peterborough registered patients of Cambridgeshire and Peterborough Integrated Care System.

This role will include working strategically and operationally to improve public health outcomes for children and young people and mental health and wellbeing outcomes for all ages. The post holder will work closely with key directorates in Peterborough City Council such as the Children and Young People Directorate, other directorates as well as external partners including the Public Health Directorate in Cambridgeshire County Council, the Integrated Care System and third sector organisations. It will also involve engaging with local communities and service users as well as leading on defined commissioning activity.

Their work will improve, promote and protect the health and wellbeing of the Peterborough population and reduce health inequalities. The post holder will have responsibility for the strategic commissioning, delivery and transformation of Children and Young People public health services and public mental health ensuring they make the maximum contribution to improving population public health outcomes for residents of Peterborough.

This role will have accountability for ensuring that robust commissioning and procurement frameworks are in place to fulfil service transformation objectives, resource needs and identify any current and future gaps/shortfalls. This includes associated governance and reporting requirements and financial responsibility to ensure value for money, budget accountability and monitoring.

This role will play an active part in the delivery of services across the Public Health Directorate and with other related directorates in Peterborough City Council

This role will support the Consultant in Public Health – CYP/MH and the Director of Public Health and represent as appropriate relevant committee / cabinet council meetings, wider system boards, Integrated Care System, appropriate Partnership Boards, and other boards/meetings, relevant to the portfolio.

Peterborough City Council

Peterborough City Council is a unitary authority serving a thriving city. It is rapidly expanding to meet the demand for new houses and is home to a community of diverse cultures. The population of 215,660 has been growing faster than other areas in the East of England and a high rate of growth is expected to continue. The City Council and ICS face a range of public health challenges and inequalities as reflected in its public health outcomes framework indicators. [Cambridgeshire & Peterborough Insight – JSNA 2023 \(cambridgeshireinsight.org.uk\)](https://www.cambridgeshireinsight.org.uk)

Joint working

There is joint working across the Cambridgeshire and Peterborough system including with the Cambridgeshire and Peterborough Health and Wellbeing Board, Integrated Care Partnership, Integrated Care System, the Cambridgeshire and Peterborough Health Protection Partnership, Local Resilience Forum and Local Health Resilience Partnership and Cambridgeshire and Peterborough Combined Authority. Working relationships are positive across local partner organisations, while recognising the variation in local needs and demographics across a wide geographical area.

Public Health Arrangements

Current staffing of the Department/Directorate of Public Health Peterborough City Council has a Director of Public Health who reports to the Executive Director of

<p>Adult Social Care and sits on the Corporate Leadership Team of Peterborough City Council (see attached structure chart). The Public Health Directorate in Peterborough has historically been a shared public health directorate with Cambridgeshire County Council and has several shared public health services that deliver across Cambridgeshire and Peterborough</p>

Main Duties and Responsibilities:

Area of responsibility: Children and Young People / Mental Health

- To have overall responsibility across (relevant area) for leading the strategic commissioning of services and partnership work with partner organisations and communities which includes other local authorities, Integrated Care System, VCSE, and independent sector providers.
- To take responsibility for all commissioning intentions and activity for the delivery, planning and transformation activities relating children and young people public health services and public mental health. This includes robust needs analysis, public health evidence review and interpretation, data interrogation, service specifications, procurement, any related governance, delivery against service key performance indicators and transformation projects.
- To support strategic commissioning of services in relevant area including working with health and other partners to develop integrated pathways, service delivery models and other public health interventions to improve public health outcomes and meet the needs of the people of Cambridgeshire.
- To maintain and ensure strategic oversight of the necessary professional relationships with both internal and external stakeholders in order to maximise improvement in public health outcomes for children and young people and mental health and wellbeing outcomes
- Work with the Public Health directorate, the Children's Directorate, the Cambridgeshire County Council Public Health Children and Young People team to ensure resources are allocated in a way which delivers statutory and mandated requirements and improves public health outcomes for children and young people in Peterborough as well mental health outcomes for all ages. This will include ensuring the team is operating within legislative requirements, adhering to corporate procurement policies and contract regulations of both councils and ensure that commissioning priorities across the service are embedded and delivered.
- Ensure robust management of the strategic commissioning teams overseeing the testing and transformation of commissioning approaches. This will include:
 - Ensuring robust structures, plans and change control/risk management procedures are in place to oversee the delivery of transformation
 - Ensure that all commissioning strategies, plans, intentions, and outputs are co-produced with relevant stakeholders including service users.
 - Ensure that all opportunities for optimising efficiencies across service boundaries locally and regionally are maximised, be that with both Local Authorities, health and/or external agencies (Collaboratives/Provider Collaboratives//other Local Authorities/District Councils/Voluntary Community Sector/Independent provision)
- Manage, monitor, and support budget setting, the development of inflationary strategies and long-term financial planning for all budgets within the portfolio as well as securing and ensuring the appropriate incomes from joint funding organisations. In addition, undertake and lead any associated business cases to increase budgets to meet need and/or additional resource requirements as a result of strategic changes within the community commissioning service and any associated strategies.
- To report as appropriate to Senior Officer boards and relevant committees/cabinets to deliver

strategic objectives in line with the appropriate governance frameworks. The role will have a significant responsibility to ensure all external partners, statutory organisations, voluntary sector, and Independent Sector are actively engaged in strategic and commissioning activity within the relevant portfolio area to ensure sufficiency of quality provision in the local area that achieve the defined outcomes.

- Continuously assess and review service performance, including skills analysis of staff within the portfolio, allocation of work to ensure development and best use of skills and knowledge. Identifying and addressing any training gaps or areas for performance improvement, as well as challenging and supporting the management of poor performance, and performance management processes
- Be accountable for the preparation, contribution to and associated action plans as a result of external reviews and changes arising from the changes to the Public Health Grant or other grant income.
- To be responsible for the continuous review of) evidence, legislation, policy guidance, new initiatives, and best practice and to ensure that staff, providers, and other stakeholders are aware of any implications for their work and it informs strategic and commissioning arrangements
- Ensure that effective risk management arrangements are in place to minimise the Directorate's exposure to risk and uncertainty
- Represent the Council at local, regional, and national events and provide advice on evidence, evidence, policies and practices, and strategic direction and support to the relevant forums.

<p>Generic Responsibilities:</p>	<p>To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.</p> <p>To comply with all Health & Safety at work requirements as laid down by the employer.</p> <p>The council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.</p>
<p>Flexibility Clause:</p>	<p>Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.</p>
<p>Variation Clause:</p>	<p>This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them, and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.</p> <p>In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.</p>

DATE: 30/04/2024

COMPLETED BY: Emmeline Watkins

	Date Issued: April 2024	Last updated: June 2023
--	-------------------------	-------------------------

Person Specification

Job title:		Directorate:	
Grade:		Service / Team:	
Date:		Completed by:	

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge and understanding of the wider determinants of health and how these influence health behaviours, outcomes and health inequalities • Knowledge and understanding of public health population approach and the development of policies and strategies to support the delivery of Public Health outcomes at a population level • Knowledge and understanding of how to assess and apply best practice and the ability to evaluate of Public Health interventions including policies, strategies, and commissioned services. • Understanding and experience of applying current legislation, policy and guidance through commissioning and contracts. • Knowledge of performance measures and evaluation methodologies • Knowledge of good practice in safeguarding and its importance in service commissioning. • Knowledge of commissioning successful service transformation involving cultural and behavioural change and organisational development 	<ul style="list-style-type: none"> • Understanding of key government drivers and the change agenda directly affecting strategic development and provision of Public Health services
SKILLS &	<ul style="list-style-type: none"> • Strong system leadership skills, which 	<ul style="list-style-type: none"> • Strong analytical skills,

ABILITIES	<p>encourage commitment from others and promote a positive, motivated culture to support delivery of system improvements in to improve public health outcomes at a population level</p> <ul style="list-style-type: none"> ● Proven ability to deal effectively with strategic concepts and issues. ● Ability to identify evidence, critically analyse and apply Public Health evidence-based approach including epidemiology ● Ability to engage with other agencies to identify common goals and objectives, influencing and building consensus. ● Strong skills in planning and organisation, coupled with the ability to manage a range of priorities and issues. ● Effective negotiation skills. ● Ability to communicate effectively with a diverse range of stakeholders and partners, including young people and their parents and carers. ● Ability to plan, initiate, and support social media and health improvement campaigns that are based on robust evidence and are in different media. 	<p>particularly in the use of data and information to inform service planning and delivery.</p> <ul style="list-style-type: none"> ● Strong skills in evaluation development and implementation
EXPERIENCE	<ul style="list-style-type: none"> ● Significant experience in Public Health or of commissioning services, gained either in the NHS or local government ● Proven experience of working in partnership with other agencies to influence, design and deliver services and system strategies that improve health outcomes. ● Experience of commissioning and managing services ● Experience of undertaking audit and evaluation 	<ul style="list-style-type: none"> ● Experience of managing major change that has resulted in service improvement. ● Experience of preparing and managing complex, needs led budgets and prioritising the use of resources.
QUALIFICATIONS	<ul style="list-style-type: none"> ● Bachelors Degree or equivalent qualifications in a relevant topic 	<ul style="list-style-type: none"> ● Master's in Public health, or higher degree in a related subject, or documented experience at master's level
PERSONAL CIRCUMSTANCES	<ul style="list-style-type: none"> ● 	

EQUALITY	Candidates must demonstrate understanding of, acceptance and commitment to the principals underlying equal opportunities. (A & I)	
CUSTOMER CARE	Knowledge and understanding of effective customer care (A & I)	

[At the end of each criteria the following codes are used to indicate how the criteria will be assessed: (AI) Application / Interview, (P) Presentation, (W) Written Test.]