

Proposal for the Re-establishment of a Joint Strategic Needs Assessment Working Group

Joint Strategic Needs Assessment (JSNA) is an essential tool for identifying and addressing the health and wellbeing needs of the local population. To support the production of an effective JSNA, a working group should be established to oversee current JSNA projects, manage the future work plan, and identify colleagues who can contribute to different topics within the JSNA. This proposal outlines the terms of reference and potential members of this working group.

Terms of Reference: The JSNA working group will be responsible for overseeing the production of the JSNA and ensuring it identifies the health and wellbeing priorities of the population of Blackpool. The working group will:

- Oversee the progress and quality of JSNA projects and ensure they are aligned with local and national policies and strategies
- Manage the future work plan for the JSNA, including identifying topics that need to be covered and the timelines for completion
- Allocate resources and personnel. In particular by identifying colleagues who can contribute to the writing of different topics within the JSNA, ensuring a diversity of perspectives and expertise
- Review and provide feedback on the JSNA draft documents, ensuring accuracy and quality
- Foster engagement and collaboration between the various stakeholders involved in the JSNA process
- Ensure the JSNA is inclusive, equitable, and reflective of the diversity of the local population
- Oversight of any Key Performance Indicators to track the progress against ambitions stated in the Blackpool Joint Local Health and Wellbeing Strategy

The JSNA Working Group should consist of members with diverse expertise and perspectives to ensure comprehensive understanding and assessment of health and wellbeing needs. Suggested job roles for members of the working group include:

- Chair (**Director of Public Health – Arif Rajpura**) - responsible for leading the working group and ensuring it operates effectively
- Consultant in Public Health (**Liz Petch**) - responsible for advising on the health and wellbeing needs of the local population
- Public Health Intelligence Analysts (**Stephen Boydell, Christine Graham, Donna Gadsby**) – responsible for project managing the JSNA, some content creation, advising on the needs assessment process, analysis, oversight of the JSNA website
- Adult Services Representative (**Karen Smith, Kate Aldridge**)- responsible for advising on the social care needs of the local population
- Children’s Services Representative (**Joanne Stewart???**) - responsible for advising on the needs of children
- NHS Business Intelligence Lead (**???**) – responsible for analysis of NHS generated data to inform the JSNA
- Local Authority Business Intelligence Manager (**Sara Coombs**) – responsible for analysis of local authority generated data to inform the JSNA

- NHS Place Based Partnership Representative (**Karen Smith, Karen Tordoff**) - responsible for advising on the healthcare needs of the local population
- NHS Population Health Management Representative (**Paul Hegarty, Pete Smith**) – Responsible for linking NHS generated population intelligence and programmes with the JSNA
- Blackpool Health Determinants Research Collaboration (HDRC) Representative (**Reuban Larbi**)
- HealthWatch Representative (**Beth Martin**) – To link in public and patient engagement

Some Roles will be invited to the group as topic areas are covered within the JSNA or as required.

For example:

- Education Representative
- Voluntary Sector Representative
- Housing Representative
- Communications Officer

Meetings: The JSNA working group will meet every four months, or more frequently if required. Meetings will be chaired by the Director of Public Health, with agendas and minutes circulated in advance. The working group will report regularly to the Health and Wellbeing Board on progress and recommendations.

The establishment of a JSNA working group will ensure that the JSNA process is managed effectively. The working group will provide a valuable source of oversight, support, and guidance to the JSNA process, ensuring that it reflects the priorities and concerns of Health and Wellbeing Board members.