

Joint Strategic Needs Assessment (JSNA) Steering Group

Thursday 23rd February 2017 2.00-4.00pm

Westminster City Hall

Minutes

In attendance	
Mark Jarvis (MJ) (Chair)	Head of Governance and Engagement, H&F WL CCG
Colin Brodie (CB)	Public Health Knowledge Manager
Jessica Nyman (JN)	JSNA Manager, Public Health
Shad Haibatan (SH)	Head of Organisational Development, SOBUS
Steve Bywater (SB)	Policy Officer, Children's Services
Jackie Rosenberg (JR)	CEO, One Westminster
Angeleca Silversides (AS)	Healthwatch K&C
Kerry Doyle (KD)	Head of Corporate Services, WL CCG
Samar Pankanti (SP)	Public Health Project Manager, CLCCG
Naomi Potter (NP) Minutes	JSNA Officer
Apologies: Angela Spence, Jon Lillistone, Joy Beishon	

Minutes
1. Welcome and introductions
2. Minutes of last meeting and matters arising Minutes approved following some corrections (some misattributions and inaccuracies) Dementia JSNA <ul style="list-style-type: none">- update paper from Programme Board on recommendations scheduled to go to RBKC HWB on 15th March- befriending programme: CB to follow up action. JN suggested a need for a review of current schemes available across the three Boroughs, provided by councils and the voluntary/community sectors. AS noted that K&C mapping for befriending services has begun; SH noted that mapping of HEE-funded services in LBHF is also taking place. JR noted that One Westminster is bringing together those who state that they provide services to older people. Action: AS and JN to discuss service mapping. Action: CB to catch up with project leads regarding implementation
End of Life Care JSNA: Removed from December agenda of H&F PAC and rescheduled for end of April 2017.

3. Updates from current projects:

a. Young Adults JSNA (JN)

Signed off by all three HWBs and published on February 9th with positive and helpful feedback; including discussion regarding appropriate settings and the potential effectiveness of a pilot for co-located services. JR noted that the evaluation and success of young adults' services depends on levels of access, and that this cohort can be extremely difficult to access if not already known to services.

Action: To come back to the Steering Group for implementation review in 6 months, with specific focus on engaging with the young adult cohort. (JN/CB)

b. Online JSNA Highlight Reports (JN)

Signed off by all three HWBs and published; currently in consultation until February 28th. Permission has been given to continue updating these reports as a live document.

Demonstrations are being set up across the three boroughs and the CCGs at Marylebone Road. JR noted that demonstrations outside the councils and CCG would be useful; AS also recommended for Healthwatch.

JR and KD requested that West London CCG (for Queens Park and Paddington) be included in the Westminster Online Reports.

CB noted that it might be useful for this tool to be included in CCG induction and MJ recommended that CCG Governing Board members and Strategy & Transformation team members attend the MBR demonstrations. SP noted the tool is being embedded into practice dashboard at Central London.

Action: Public Health Intelligence team to update Highlight Report re West London CCG overlap

Action: KD to provide contact details for demonstration room booking at Marylebone Road

Action: NP to investigate data exporting and sharing of infographics, and update in-progress user guide.

Action: JR to email JN regarding dates for demonstrations for One Westminster colleagues

c. Children with Complex Needs JSNA (NP)

This JSNA was launched at an engagement event on January 27th. The scope has been decided (focusing on ASD, learning disabilities, learning difficulties and speech, language & communication needs) and work is progressing.

Data is being accessed from national sources (e.g. the School Census) and local self-evaluations; more accurate local data is being sought. JN is liaising with Anthony Fennell to make sure that work is not being duplicated with the ongoing Children and Families Act (CFA) implementation work.

JN and NP are attending BME Health Forum on March 8th. Further engagement is planned with third sector and service users. AS noted a group of 54 apprentices with learning disabilities in placement via LBHF Action on Disability currently, who could be approached as a good practice example.

JR asked about predictions of numbers and how complexity of needs are likely to develop as survival rates are improving.

SB noted that a lot of parents' engagement work has already taken place across the three Boroughs and a lot of views on local service provision and service gaps is already available; there must be care taken over avoiding duplication of effort.

Action: AS to provide JN with contact for Action on Disability

Action: Public Health Intelligence Team to look into predictions of complexity and numbers (given increasing survival rates) for JSNA inclusion

4. Pharmaceutical Needs Assessment (PNA) visioning workshop: how can we get the best out of this project? (CB)

CB gave a presentation on the background of the PNA – a statement of the needs for pharmaceutical services, undertaken as part of the JSNA work programme. Projected publication date is March 2018. It was noted that this year the bulk of the work would be commissioned out.

An introductory paper has been taken to the local HWBs in relation to the current context of funding cuts and how it is connected to delivering on the JHWS and STP. A further discussion document will be presented at later meetings. MJ noted a need for frequent liaison with the HWBs to ensure that priorities are addressed and feedback taken into account. JR recommended an early audit of existing services so that data is in place as soon as possible and supports the remaining elements of the PNA.

CB stated that alongside the technical document there may also be a need for something more discursive, highlighting the role of pharmacies in the local area.

Action: CB to send out PNA slides and the 2015 survey to the Steering Group; others to ask colleagues regarding other questions for inclusion in the 2017/8 survey

5. Forward plan projects:

a. JSNA Fact sheets prioritisation (JN)

Following on from the Highlight Report online tool, individual topics not needing a deep-dive (e.g. oral health) will instead be converted into online fact-sheets to support the JHWS and STPs. These would be produced more quickly. Potential topics will include: shisha, e-cigarettes in pregnancy, oral health, diabetes, rough sleeping, LTCs, social isolation, air quality etc.

JR raised men's health as a potential issue (potentially gender-specific issues more broadly).

Prioritisation questions are being developed to assess which fact sheets will take priority.

Actions: Group members to consider and feedback on how these can be prioritised and organised

b. Mental Health JSNA (JN)

Numerous parties have requested a Mental Health JSNA but not from an MH commissioner, however it is noted as a priority in the JHWS and STP. JN will be meeting with the ASC MH commissioner soon.

JR and AS differentiated between medicalised 'mental health' and general 'mental wellbeing' which appears to be more the subject under discussion by those non-MH bodies.

AS mentioned 'Mental Health Apples' (linked to 5 Ways to Wellbeing) in terms of mental health self-care.

AS noted that Like Minded has already done a great deal of work in this area for NW London and this should not be replicated locally. There are individual chapters for each CCG; however, this work focuses largely on serious mental health issues rather than general wellbeing. Like Minded is now about to start on a new wellbeing piece (contact: Jane Wheeler).

c. Director of Public Health's Annual Report (CB)

This will focus on wellbeing; it will be an overview and not a deep dive.

6. Implementation of key JSNA recommendations: Childhood Obesity (CB)

The 2016 JSNA Review and Internal Audit highlighted the need for improved implementation and evaluation of recommendations made. The Internal Audit recommended consideration of a template for recommendations. However, the different approaches between JSNAs to developing recommendations may preclude an implementation 'template' being created e.g. the Young Adults JSNA has nominated leads; the Dementia JSNA has established a programme board; the Housing JSNA has designated departments

To monitor recommendations the Dementia, End of Life Care, Young Adults, Housing, and Childhood Obesity JSNA recommendations have been collated into a spreadsheet. Meetings with the relevant project sponsors are taking place and quarterly or biannual updates on progress will be expected in future.

JN noted that a previous workshop established that the role of the Steering Group was partly to pursue implementation.

JR asked whether commissioners look at and consider relevant JSNAs during the commissioning cycle and if so, if they report back on whether they do and the action they take towards fulfilling the recommendations. She recommended a RAG-style rating of recommendations by their achievability, e.g. whether they are 'quick wins' or require massive structural change.

MJ and JR recommended that commissioners be asked whether they can evidence having looked at the JSNA.

AS recommended that the online JSNAs be updated to reflect where recommendations have been implemented

CB suggested that going forward, a JSNA should be brought to each meeting to review progress made against the recommendations

Action: Steering Group to review Terms of Reference and consider how best to challenge whether JSNAs are being used in commissioning.

7. AOB

The Youth Foundation (SH)

The Youth Foundation in LBHF has been established as charity, receiving funding from the Local Authority and John Lyons for charities providing services to young people.

Steering Group Chair (JN)

It was asked whether the Chair of the Steering Group be rotated or should MJ remain as chair? KD recommended a HWB member as the Steering Group is a subcommittee, however there are 3 HWBs so this could be difficult. It was agreed that MJ remain in place until governance issues are reviewed.

Date of next meeting: April 20th 2017, 2-4pm, venue tbc