

<b>Job Title</b>	<b>Director of Public Health</b>
<b>Pay Grade</b>	D2 (£117,326 - £131,826)
<b>Directorate</b>	Adults and Public Health Directorate
<b>Division</b>	Public Health
<b>Reports to</b>	Executive Director of Adults and Public Health
<b>Location</b>	Dependant on the Line Manager

### **Role Purpose**

The Director of Public Health is the system leader for improving the health and well-being of residents, reducing inequalities in health outcomes and protecting local communities from public health hazards (infectious diseases and environmental threats). As such, the Director of Public Health is a statutory chief officer of the authority and the principal adviser on all health matters to elected members, officers and partners, with a leadership role spanning health improvement, health protection and healthcare public health.

Section 73A(1) of the NHS Act 2006, inserted by section 30 of the Health and Social Care Act 2012, gives the Director of Public Health responsibility for:

- All of Harrow Council's duties to improve public health.
- Any of the Secretary of State's public health protection or health improvement functions that s/he delegates to Harrow Council, either by arrangement or under regulations – these include services mandated by regulations made under section 6C of the 2006 Act, inserted by section 18 of the 2012 Act.
- Exercising the functions of Harrow Council in planning for, and responding to, emergencies that present a risk to public health.
- Harrow Council's role in co-operating with the police, the probation service and the prison service to assess the risks posed by violent or sexual offenders.
- Such other public health functions as the Secretary of State specifies in regulations.
- Producing an independent annual report on the health of Harrow Council and its local communities.

To deliver their responsibilities on behalf of the residents of Harrow, the DPH will need to be a visible system leader in the health and wellbeing partnership arrangements. The DPH will be expected to use all the resources at their disposal to ensure that the local public health system can tackle the full range of determinants of health affecting communities in Harrow. Working with local communities, he/she should be able to inspire the development of innovative solutions that support improvements in health and well-being and reduction in health inequalities whilst at the same time maintaining the confidence of Councillors and government.

### **Job Context (Key outputs of team/role)**

The fundamental purpose of the post holder is to provide the leadership to drive improvements in the health and wellbeing of the residents of Harrow to reduce inequalities in health outcomes and working in collaboration with the London Region Office for Health Improvement and Disparities and the UK

Health Security Agency to improve health and to protect local communities from threats to their health through infectious diseases, environmental and other public health hazards. In delivering the key responsibilities described below, the post holder is expected to demonstrate a high level of expertise in the Faculty of Public Health Competencies (Appendix 1) and the person specifications (Appendix 2).

- a) Support the Managing Director/Head of Paid Service and Councillors in developing and delivering the Council's strategic agenda.
- b) Be the chief officer and principal adviser on public health to the Council, local communities and local partners.
- c) Operate strategically as a member of the corporate management/executive board and across the Council influencing policy and practice.
- d) To deliver commission, and or deliver services which are effective, value for money and meet quality standards.
- e) To act as a leader across the local system of public services including NWL ICS, influencing change and enabling a culture of continuous improvement in health and wellbeing, innovation and evaluation.
- f) Utilise the public health resources imaginatively and cost effectively across all domains of public health in order to improve health and wellbeing of local communities and reduce inequalities in health outcomes.
- g) Accountable for both the shaping and delivery of the Health and Wellbeing agenda taking account of the national agenda and benchmarking (using the national outcomes frameworks; public health, NHS and social care).
- h) Deliver an independent annual report on the health and wellbeing of local communities for publication by Harrow Council, to stimulate debate and/or action by the Council and partners.

The person specifications for the post are set out in Selection Criteria. In delivering the responsibilities outlined above, the post holder and his/her team will undertake the following tasks:

## **1. Strategic Leadership**

- Delivery of a system to support surveillance, monitoring and evaluation of health and well-being and inequalities in health outcomes of local communities (including an easily accessible Joint Strategic Needs Assessment System)
- Ensure all activity undertaken by the Council takes account of both, the need to reduce inequalities as well as the requirements of the Equality and Diversity Act.
- To ensure scientific principles are applied to assessing need, exploring interventions and assessing progress of the Council's strategic agenda.
- Ensure as a core member of the Health and Wellbeing Board and in partnership with the Council's partners and the public, the development of plans to enable local communities to become healthy, sustainable and cohesive.

- Ensure a programme of action (both within and outside the Council) to impact the wider determinants of health that will promote improvements in the health and well-being of local communities and reduction in health inequalities.
- Provide assurance that the health protection system for local communities is fit for purpose.
- To work closely with Directors responsible for people (children, vulnerable communities and older people) to ensure, develop, implement and maintain a “fit for purpose” integrated strategy which meets the needs of local communities and is cogent with the national approach.
- To lead on cross-council collaborative work to improve health, taking a leadership role as necessary.
- Collaborate across organisational boundaries to ensure communities in Harrow benefit from population health and care programmes.
- To work closely with ADPH (both National and London) and regional PH colleagues in UKHSA OHID, GLA and other partners to improve health and wellbeing across London and nationally. This may include taking on leadership roles on specific topics or as an executive member of ADPH as necessary.

## **2. Directorate Specific Accountabilities**

- To be an advocate for improving health and wellbeing and reducing health inequalities
- Exercise the statutory responsibilities including the delivery of the mandated services.
- To advise Harrow Council on its statutory and professional public health obligations.
- Work with the UKHSA and NHS England to ensure local communities are protected from infectious disease threats (including food and water-borne diseases, pandemics, etc) and environmental hazards.
- Ensure the development and delivery of a credible plan to improve the health and wellbeing of communities in Harrow and reduce health inequalities.
- Ensure that the Council has implemented its EPRR responsibilities and through Co-chairing of the Local Health resilience Forum, that partner organisations (UKHSA, NHS England and the ICB) have delivered their EPRR responsibilities.
- Work in partnership with the NWL ICB, the Harrow borough based partnership and Directors of Social care to take responsibility for Population Health and Care, including oversight and promoting population coverage of immunisation and screening programmes.
- Provide public health advice (the core offer) to NWL ICB and the Harrow borough based partnership supporting the commissioning of appropriate, effective (based on evidence), and equitable health services.
- Support the Health and Wellbeing Board in delivering its statutory duty to promote integration for the benefit of local communities.
- Collaborate across local authority boundaries to ensure residents of Harrow benefit from population health and care programmes.

## **3. Resource Management**

- To be accountable for the budget, including reporting on the use of the public health ring-fenced grant.

- To manage Council resources (People, property, information and finance) imaginatively and efficiently.
- Manage public health staff and ensure that they are able to influence health and wellbeing in the fullest sense, which is central to Harrow.

#### **4. Commissioning**

- Ensure services for improving the health and well-being of local communities are commissioned within the Council policy for procurement and monitoring system and are responsive to the needs of the communities in Harrow and over time.
- To set the framework for standards for commissioning and delivery, including promoting innovative approaches and appropriate risk management systems responsive to performance challenges.
- To ensure that scientific principles of evaluation underpin all commissioning and delivery of health and wellbeing services.

#### **5. Advocacy**

- Develop a constructive relationship with the media and the public within the context of the Council Communications policy.
- To use the Faculty of Public Health, the LGA, the ADsPH, UKHSA, OHID and other channels to advocate for the public's health.

#### **6. Management Arrangements**

The Director of Public Health will be professionally accountable to the Council (and Secretary of State for Health through OHID) and managerially accountable to the Head of Paid Service of the Local Authority. An initial job plan will be agreed with the successful candidate and reviewed annually.

The Director of Public Health will:

1. Manage the staff of the directorate of public health.
2. Manage the public health ring-fenced grant.
3. Ensure appropriate management and support for Specialty Trainees in Public Health and GP VTS trainees on public health placements
4. Facilitate collaborative work across the Council to support appropriate health and equity in all policies approach.

#### **Professional obligations**

Professional responsibilities will be reflected in the job plan. The Director of Public Health will be expected to:

1. Participate in the organisation's staff and professional appraisal scheme and ensure participation of all staff members.
2. Ensure quality improvement (and clinical governance) programmes are an integral component of the public health approach in the Council.
3. Contribute actively to the training programme for Foundation Year Doctors/Specialty Registrars in Public Health as appropriate, and to the training of practitioners and primary care professionals within the locality.
4. Pursue a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation or other measures required to remain on the GMC/GDC Specialist Register with a license to practice or the UK Public Health (Specialist) Register or other specialist register as appropriate.
5. Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified).
6. Agree any external professional roles and the time required to deliver those roles with the Council.

### Values, Behaviours and Equalities

We want our colleagues to live our values. These values describe what we stand for and how we do things at Harrow whilst inspiring, challenging and guiding us towards the delivery of our organisational ambitions and goals. Our three values are:

#### **Be Courageous, Do It Together and Make It Happen**

These values will also help us to achieve our equalities vision of being a proud, fair & cohesive Harrow, a great place to live, work & visit.

### Selection Criteria - Knowledge, Skills and Experience

Role requirements	Essential	Desirable
<p><b>Leadership</b> Establishing and promoting a clear public health vision which is coherent with the business strategy and the political vision of the Council consistent with Government policy and takes account of social and economic trends. This is about role modelling through their own actions the types of behaviours expected of others in creating a high-performing public health culture.</p> <ul style="list-style-type: none"> <li>• Developing an effective PH team with an appropriate skill mix to enable the Authority to deliver its full range of PH responsibilities.</li> <li>• Developing effective relationships with elected members to ensure a coherent PH vision and operational plan.</li> <li>• Work with fellow directors to enable/ensure public health perspectives/principles underpin all aspects of LA delivery.</li> <li>• Work with communities and media to ensure the needs of local communities are made explicit and addressed by the H&amp;WB.</li> </ul>	✓	



<ul style="list-style-type: none"> <li>• Deliver the independent report of the DPH in such a way as to compel all members of the H&amp;WB to take action.</li> </ul>		
<p><b>Community and population focus</b></p> <p>It means working together to a common agenda and objectives with a shared purpose and common values, always looking for ways to improve access to services by communities and individuals. This is seen by:</p> <ul style="list-style-type: none"> <li>• Actively seeking to understand the communities that are served and promoting and demonstrating an active commitment to meet their needs.</li> <li>• Setting new standards for innovation in commissioning and delivery of services that anticipate and exceed expectations.</li> <li>• Engaging with a wide range of stakeholders and partners to gather and evaluate information and make collaborative judgements and decisions.</li> <li>• Making timely and where needed, difficult decisions for the benefit of the people of Harrow.</li> </ul>	✓	
<p><b>Results Focus</b></p> <p>Co-development of a model of health with local stakeholders (including local communities) and the metrics to support; taking account of Public Health Outcomes Framework, the NHS Outcomes Framework and the Social Care Outcomes Framework.</p> <p>This is seen by:</p> <ul style="list-style-type: none"> <li>• Acknowledging and working with ambiguity and complexity, making significant decisions where no precedents exist.</li> <li>• Ensuring a best practice performance culture is developed and sustained.</li> <li>• Setting, communicating and monitoring stretching organisational objectives and objectives.</li> <li>• Pro-actively identifying corporate, directorate and service risks, and ensuring action is taken to mitigate them.</li> <li>• Formulating risk management plans and creating a positive health and safety culture.</li> </ul>	✓	
<p><b>Improvement and Change</b></p> <p>Developing and sustaining a culture of innovation and creativity underpinned by evaluation, where employees are engaged and have the desire to do things better, more efficiently and effectively to improve performance. This is seen by:</p> <ul style="list-style-type: none"> <li>• Taking risks and moving into unchartered territory while taking accountability for results and failures.</li> </ul>	✓	





<ul style="list-style-type: none"> <li>• Welcoming the inevitable mistakes as part of the creative process.</li> <li>• Suggesting the unthinkable to stimulate alternate ways of thinking.</li> <li>• Focusing team performance on the achievement of outcomes that will maximise the resources available.</li> <li>• Finding new ways of securing or deploying significant amounts of financial resource to meet new objectives.</li> </ul> <p>Advocating and role modelling the use of evaluation techniques to support innovation.</p>		
<p><b>People Development</b></p> <p>Knowing and managing the strategic talent requirements for the organisation. It is about promoting and encouraging a culture where people focus on developing themselves and others to deliver improvement while developing careers. This is seen by:</p> <ul style="list-style-type: none"> <li>• Holding direct reports accountable for people development generally and specifically for releasing high performers for personal development.</li> <li>• Articulating the many long-term benefits of talent management and developing the talent pools required for succession.</li> <li>• Ensuring comprehensive workforce plans are in place.</li> </ul>	✓	
<p><b>Functional competencies</b></p> <ul style="list-style-type: none"> <li>• Demonstrates detailed knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice.</li> <li>• Full and high level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation. Develops service practices and ensures appropriate application. Provides advice on the more complex instances</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Detailed knowledge and experience in driving and assisting in the management of change in a variety of settings, proactively seeking opportunities to create and implement improved service effectiveness</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Detailed knowledge of personnel management. Carries out effective performance management of staff and demonstrates an understanding of policies related to pay, capability, disciplinary matters and grievances. Plans department activities and use of staff resources effectively. Participates in workforce planning and training needs assessments</li> </ul>	✓	



<ul style="list-style-type: none"> <li>• Demonstrates knowledge of project management tools and techniques. Sufficient skills in developing and implementing large-scale projects, utilising and leading multi-skilled project teams.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Understanding of NHS and local government cultures, structures and policies.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Understanding of social and political environment.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills (including dealing with the media) including presenting to mixed audiences and the media.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Practical experience in facilitating change.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Budget management skills.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• The normal duties of the role may involve travel on a regular or occasional basis. It is a condition of employment that the role holder can exercise satisfactory travel mobility in order to fulfil the obligations of the role. For those journeys where an alternative form of transport is unavailable or impracticable, the role holder will be required to provide a suitable vehicle.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• This position is subject to a criminal records disclosure check.</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• This is a politically restrictive position.</li> </ul>	✓	
<b>Qualifications</b>		
<b>Role Requirements</b>	<b>Essential</b>	<b>Desirable</b>
Inclusion in the GMC Specialist Register with a license to practice/GDC Specialist Register/UK Public Health Register (UKPHR) for Public Health Specialists. If included in the GMC Specialist Register/GDC Specialist Register in a speciality other than public health medicine/dental public health, must have equivalent training and/or appropriate experience in public health medicine practice.	✓	
Public health speciality registrar applicants who are not yet on the GMC specialist register/GDC specialist register in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion on the GMC/GDC/UKPHR specialist registers.	✓	
Desirable to have MFPH or FFPH.		✓
<b>Other Requirements</b>		



The job involves travel for business purposes.