

Job Description

Job Title: Public Health Intelligence Manager POSCODE:

CCC2862

Grade: P4

Overall purpose of the job

Reporting to the Head of Service: Policy, Performance and Intelligence and with professional accountability to the Director of Public Health and working with their team, you will lead the public health intelligence function for Cambridgeshire County Council to deliver against the council's strategic objectives, and within this, the public health strategic plan. You will also work collaboratively across the council and with a wider range of other partnership organisations to support an evidence-based approach to improving health and wellbeing, protecting the public's health, reducing health inequalities, and addressing the wider determinants of health. This will include collaborative working with other public health intelligence and population health analysts in Peterborough City Council and the Integrated Care Board to deliver against Health and Wellbeing Board objectives, including supporting Joint Strategic Needs Assessments.

This is a specialist role that will require an excellent understanding of epidemiology and other aspects of public health intelligence. You will need to be able to appropriately and accurately use data from across both local government and the NHS to improve health and wellbeing and reduce health inequalities. In addition to your high level of knowledge and excellent technical skills, you will need to be able to communicate complex analysis to influence the development of impactful policy recommendations for senior leaders across the wider system and elected members, to inform planning and commissioning, and to improve service delivery.

Main accountabilities

1.	Operational Delivery <ul style="list-style-type: none"> • Lead the Public Health Intelligence Team, ensuring effective planning, allocation and review of workload so priorities are managed, shortfalls identified and outputs delivered within capacity and timescales. • Ensure that high quality public health intelligence using quantitative and qualitative data is delivered against agreed standards and protocols using robust epidemiological and statistical methods; identify delivery issues and risks; and assist with mitigation strategies, escalating where necessary. • Work with Performance and Intelligence Managers within the service to identify, enable and deliver high quality intelligence that draws on the councils wider data sets • Be accountable for ensuring delivery of public health intelligence for the Annual Public Health Report, public health intelligence advice to the NHS, Joint Strategic Needs Assessments, other needs assessments, equity audits and service evaluations. • Provide and ensure strategic high quality management information, performance information and public health intelligence to be able to measure progress against outcomes. • Work with health protection specialists (including at UKHSA), ensure that robust processes are in place for the provision of data in the event of an outbreak or other health protection incident, and in the event of an incident, provide accurate and timely data to the Director of Public Health. • Work with NHS partners (ICB, place and neighbourhood), adult social care and children's services to develop, shape and deliver population health management using joined-up data to undertake population segmentation and risk stratification, with a focus on making a shift to prevention and reducing health inequalities.
	<ul style="list-style-type: none"> • Lead on the communication of analysis and information to a wide range of non-expert and expert internal and external stakeholders, including how the outputs should influence outcomes for our communities. • Oversee the development and management of information sharing agreements to improve public health, including for example, with the child health information system, and understand, apply and comply with the information sharing agreements with NHS England (e.g. HES) and the ICB (e.g. DSCRO). Lead the Public Health Directorate's contribution to the NHS Information Governance Toolkit. • With a robust understanding of information governance and ethics, lead and ensure a continuous cycle of improvement for public health intelligence, including developing improved data management systems, new data linkages, exploring and adopting new techniques and more efficient processes using AI.

2.	<p>Strategic Delivery</p> <ul style="list-style-type: none"> • Work with the Director of Public Health and their team, alongside other senior managers in the council to identify and plan the data and public health analytical support required to facilitate delivery of the council's public health strategic plan. • Work across the public health system in Cambridgeshire and Peterborough and with NHS partners to support the development and delivery of the Joint Health and Wellbeing Board strategy and system-wide population health management initiatives, including at place and neighbourhood levels. • Be a lead expert for the council and wider health and care system in public health intelligence, advising senior staff and elected members. • Deliver and monitor an annual programme of public health intelligence work, including joint work with partners, to support the council's delivery of strategic objectives and Joint Health and Wellbeing Board strategy. • Deputise for the Head of Service when needed.
3.	<p>Service and People Management</p> <ul style="list-style-type: none"> • Line manage the Senior Analysts and Analysts within the team, ensuring skills and knowledge are aligned to emerging, national public health intelligence development frameworks. • Train and mentor colleagues in developing their public health intelligence skills, including others within the service, and those within public health, including specialist public health / GP trainees. • Act as Lead/Senior point of escalation within the team. • Work as part of a team of Performance and Intelligence service managers to ensure that the accountabilities of the service are delivered. • Work as part of the Public Health Service to ensure that the accountabilities of the service are delivered, and support the Director of Public Health in the delivery of their statutory duties. • Provide effective leadership through robust performance management, giving direction through communication of the team and organisation's vision, objectives and values. • Create an environment of innovation with appropriate constructive challenge empowering the team to make decisions whereby individuals can develop and achieve.
4.	<p>Stakeholder and Partnership Working</p> <ul style="list-style-type: none"> • Feed into the democratic decision-making process of the council, including the Health and Wellbeing Board, by ensuring that policies and strategies are developed using robust evidence.
	<ul style="list-style-type: none"> • Develop and maintain good working relations with all team members, council officers, Councillors, strategic partners, consultants and external stakeholders. • Develop and maintain good working relations with public health intelligence analysts in Peterborough, other East of England authorities, UKHSA and DHSC, as well as analysts in the Integrated Care Board and other NHS organisations. This includes representing CCC at regional and national meetings. • The ability to make and maintain effective working relationships with key stakeholders and team members to deliver results, and particularly around the development and use of joined-up data across the health and care system, and over time, the wider determinants of health.

5.	Risk Management <ul style="list-style-type: none"> • Manage risk for the team in alignment with the Corporate Risk strategy. • Ensure that all data acquisition and sharing, processing, analysis and publication of results adhere to policies and procedures relating to data protection requirements, the common law duty of medical confidence (where applicable), the details within information sharing agreements, and ethical standards. • Ensure that everyone in the team is fully trained in data protection and Control of Patient Information process to mitigate against a risk of a breach. • Track progress and benefits of projects against work stream objectives and overall programme deliverables. • Supporting the democratic process, providing advice to elected members on the appropriate response to local and regional matters as well as the internal business of the Council.
6.	Budget Management <ul style="list-style-type: none"> • Contribute to development of balanced service budget. • Manage contracts and SLAs on behalf of the council, ensuring the correct resource and staffing is agreed to deliver service level agreements.
7.	Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.
8.	Demonstrate an awareness and understanding of equality, diversity and inclusion.
9.	Ability to contribute to our organisational commitment to becoming a Net Zero organisation by 2030.

Person Specification

Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Key Skill Level 4: Bachelor's degree; HNC; HND NVQ level 4 or equivalent; including professional qualification	Degree level equivalent in relevant subject	Essential
Master's degree or appropriate relevant demonstrable experience.	Public health or epidemiology or other relevant subject	Essential
Relevant professional qualification or membership	Any relevant qualification or membership (e.g. Public Health Practitioner, AphA)	Desirable

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential/ Desirable
Knowledge		
Public Health Intelligence and Public Health	<p>Advanced and in-depth knowledge of datasets used for public health intelligence including those from the NHS, central and local government and other sources.</p> <p>Advanced theoretical, practical and procedural knowledge of data and statistical analysis routinely used in public health intelligence, including epidemiology.</p> <p>Advanced knowledge of how to measure equity and inequalities at a population level.</p> <p>Knowledge of qualitative methods.</p> <p>Robust understanding of information governance relating to public health intelligence.</p> <p>Awareness of the National, Local Government and NHS agendas, and specifically those that relate to public health and population health management.</p> <p>An understanding of the impact of complexity and disadvantage on communities that result in health inequalities.</p>	Essential
Stakeholder Management	<p>Knowledge and understanding of leadership and management</p> <p>A good understanding of the environment in which local government, the ICB and key partnerships operate, including public health, local authority and NHS commissioning and delivery.</p>	Essential
Skills		

Strategic Thinking	<p>Ability to think creatively, offering original solutions outside of conventional expectations.</p> <p>Ability to make good, clear-headed judgements and well-informed decisions which can be explained concisely, bringing constructive, informed challenge to complex problems.</p>	Essential
Collaborative Working	<p>Ability to build strong, professional relationships, working collaboratively across the organisation and with partners to promote and deliver the interests of the Council and the wider public sector.</p> <p>Ability to negotiate and persuade stakeholders when conveying contentious proposals, solutions and implementing resolutions.</p>	Essential
Accountability	<p>Strives to identify areas for development in meeting expectations.</p> <p>Innovates within sphere of influence to change others behaviours and the use of resources for the better.</p> <p>Good knowledge of risk management and its application.</p> <p>An awareness of the need to maintain appropriate confidentiality and awareness of the principles of the Data Protection and Freedom of Information Acts, plus common law duty of medical confidence.</p>	Essential
Communication	<p>Prepared to challenge existing thinking in a positive manner.</p> <p>Ability to undertake research of complex issues and to provide concise summaries of findings.</p> <p>Significant experience of presenting analytical results to a range of audiences</p> <p>A high level of written and oral communication skills in order to communicate</p>	Essential
	with and influence staff at all levels, members of the public and representatives of external organisations and to deliver effective presentations.	

Excellence	<p>Organised, analytical, and accurate with good attention to detail.</p> <p>Ability to work on own initiative and to deadlines and be proactive and highly motivated.</p> <p>Comfortable with considerable amounts of data/ information and operating within a very complex and varied environment.</p> <p>Demonstrate strong analytical skills and the ability to understand very complex issues and advise on complex solutions across business areas with the application of critical judgement.</p> <p>Commitment to addressing health inequalities and social inclusion.</p>	Essential
Experience		
Management and partnership working	<p>Experience of working at a senior level in a complex organisation with a customer – focused outlook.</p> <p>Experience of staff management, development, training and motivation in a multi-disciplinary team environment.</p> <p>Experience of liaising with, and influencing representatives of external organisations, partnerships , communities etc.</p>	Essential
Public Health Intelligence experience	<p>Extensive working at a senior level in public health information.</p> <p>Significant practical experience of applying statistical, analytical and epidemiological skills, preferably in public health or a public health relevant setting.</p> <p>Experience of effectively handling and assimilating large volumes of data from a wide range of sources and applying these to public health and population based problems.</p> <p>Comprehensive experience of using a range of information and evidence address health and wellbeing problems, including health equity and inequalities.</p> <p>Significant experience of presenting analytical results to a range of audiences.</p>	Essential

Equality, Diversity and Inclusion	Ability to demonstrate awareness and understanding of equality, diversity and inclusion and how this applies to this role.	Essential
Net Zero	Ability to contribute towards our commitment of becoming a net zero organisation.	Essential

Disclosure level

What disclosure level is required for this post? Standard	None	Standard
	Enhanced	Enhanced with barred list checks

Work type

What work type does this role fit into?	Fixed	Hybrid ✓	Field	Remote	Mobile
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