

17th August 2012



South of England

John Barradell
Brighton and Hove Unitary Authority

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Dear Mr Barradell,

Re: Kent Surrey and Sussex Local Education and Training Body (KSS LETB)

Please find enclosed an introduction to the KSS LETB that has been established for Kent, Surrey and Sussex to commission and develop education and training on behalf of its network of NHS Providers.

The purpose of this communication is to seek to work with someone within your Health and Well-Being Board to establish an appropriate process for engagement for this important agenda.

Therefore could you please bring it to the attention of your shadow Board and provide us with details for your nominated representative so that we can contact them and begin this process.

If you require any further information please don't hesitate to contact me.

Yours sincerely

Philippa Spicer
Associate Director of Education and Training Commissioning
Corporate Responsibility for East

Chair: Dr Geoffrey Harris

Chief Executive: Sir Ian Carruthers OBE

Kent, Surrey and Sussex Local Education and Training Board (LETB) – Engagement with Health and Well-Being Boards

1. Background

As you will be aware the Kent Surrey and Sussex Local Education and Training Board (KSS LETB) is a new organisation being developed to implement the changes within the NHS and wider health system.

KSS LETB will be part of Health Education England (HEE), and will be accountable for the commissioning of education, and the quality of the outcomes of that education. This in turn will impact on the outcomes for patients.

Health and Well-Being Boards and the KSS LETB will need to develop a relationship and ways of working with each other. This note sets out the context and proposes a way forward which establishes our initial relationship.

2. KSS LETB

The national guidance states that the purpose of the LETB is to:

- Identify and agree local priorities for education and training to ensure security of supply of the skills and people providing health and public health services;
- Plan and commission education and training on behalf of the local health community in the interests of sustainable, high quality service provision and health improvement; and
- Be a forum for developing the whole health and public health workforce.

The KSS LETB is developing a five year Skills Development Strategy that will articulate the educational and development actions to ensure the future supply of workforce within the area.

The KSS LETB will have a 'Governing Body', which will be a formal sub-committee of HEE. The LETB is, by design, a provider led body. The majority of the membership will be CEOs of NHS provider organisations. This will be the group accountable for the decisions made by the wider members of the KSS LETB. The membership of the Governing Body includes representatives from primary care provision and higher education.

There will also be three Partnership Councils (one for each County), each chaired by a provider Chief Executive, with senior provider representation, together with representation from Higher Education and the KSS Deanery. There will also be an open invitation to wider stakeholders such as yourselves, CCGs, independent sector, voluntary sector, local authorities and social care.

3. Measuring outcomes

Current legislation places an explicit duty on the Secretary of State to maintain a system for professional education and training as part of the comprehensive health service. The Education Outcomes Framework (EOF) sets out the outcomes that HEE will expect the Kent Surrey and Sussex LETB to meet. It also sets out the national indicators that DH will use to measure the progress of HEE and our LETB in delivering and improving patient outcomes across five key areas:

- Excellent education;
- Competent and capable staff;
- Innovative and flexible workforce;
- NHS values and behaviours; and
- Widening participation.

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4. Kent, Surrey and Sussex LETB – Engagement with Service Commissioning

The Kent, Surrey and Sussex LETB needs to engage with the new service commissioning framework. We need to work with the National Commissioning Board, CCGs and Health and Well-being Boards to ensure that we can support our providers in securing the future supply of workforce required to deliver the services commissioned to meet patient need.

We will plan engagement with each part of the service commissioning framework at appropriate points in the education commissioning cycle. The central feature of the Kent, Surrey and Sussex LETB will be the delegation of decision making to employers, as they understand the labour market for the communities they serve and the skills they need for the services they are commissioned to provide.

5. Authorisation

The Kent, Surrey and Sussex LETB, will undertake an authorisation processes before the end of this financial year and will need to demonstrate engagement with the appropriate parts of the new system. As part of the LETB authorisation process LETBs need to demonstrate alignment of education and training needs to service commissioning intentions. Both service commissioners and the KSS LETB need to demonstrate that our responsibilities towards education and training are understood and delivered so that the needs of patients and the public are served by a workforce that has the skills and capabilities to provide safe, effective and compassionate care at all times.

6. Engagement between Kent, Surrey and Sussex LETB and Health and Well-Being Boards

- It would be helpful to have an agreed point of contact from our respective teams to be the primary link for communication and engagement;
- There will have an open invitation to attend the relevant (i.e. County level) Partnership Council which will provide the opportunity for engagement with the service providers in the area of workforce strategy and development. If Health and Well-Being Boards choose to work together and nominate a lead to represent more than one at the Partnership Councils, we will leave that entirely up to yourselves;
- Health and Well-Being Boards will be engaged in the development of the five year Skills Development Strategy, and the associated implementation plan (as described in Section 2 above). This will ensure the strategy it is aligned with the population need, planned service commissioning and will provide the opportunity for you to contribute to the strategy and to influence the way in which it will deliver the workforce to meet the needs of the population we serve.
- Within the LETB business cycle there will be an annual stakeholder event early in each calendar year which will focus on population need, commissioning intentions and service provision.

