

16 November 2011



Gateway reference: 16870

Richmond House
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TO:

All Directors of Public Health in England
All SHA Cluster and Regional Directors of Public Health in England
All Chief Executives in Primary Care Trusts and PCT Clusters in England
All Chief Executives in Local Authorities in England
All Local Authority Leaders in England

CC:

All Chief Executives in Strategic Health Authorities and SHA Clusters in England
All Chief Executives in NHS Trusts in England
All Chief Executives in NHS Foundation Trusts in England
All Chairs in Primary Care Trusts and PCT Clusters in England
All Chairs in Strategic Health Authorities and SHA Clusters in England
All Chairs in NHS Trusts in England
All Chairs in NHS Foundation Trusts in England
Local Authority HR Directors
Chief Executive, HPA
Chief Executive, NTA
Monitor
Cancer Registries
Public Health Observatories
Care Quality Commission
Public Health Task Force
NICE

Dear Colleague,

Public Health Human Resources (HR) Concordat

As you will be aware, the Health and Social Care Bill currently before Parliament provides for local authorities to assume important new responsibilities for public health. Subject to the passage of the Bill this will take place from April 2013.

We are writing to let you have a copy of the attached Public Health HR Concordat, which has been issued today as the first part of advice to underpin the forthcoming transfer of

responsibilities. The Concordat provides a best practice framework for organisational changes affecting staff as part of the transfer of PCT public health commissioning functions to local government.

The Concordat has been developed by the Department of Health with NHS Employers and the Local Government Association, and in partnership with NHS and local government trade unions. It sets out a range of principles and HR standards for managing the processes involved in the transfer and clarifies the agreed arrangement for NHS and local government employers and trades unions in managing this important change.

Our aim in developing this Concordat is to help ensure that the HR transition processes are transparent, fair and clear. We know that PCT staff and local authorities will also be keen to see more certainty quickly, and more detail on how the transfers will work. The Concordat is not intended to answer those more detailed questions or explain how the transfers will affect individual's own positions. We are therefore developing a separate set of Frequently Asked Questions (FAQs). These will provide useful practical answers and/or signposting to where and when further information will be available. These FAQs will be regularly updated to keep the information available to staff and employers as fresh and as pertinent as possible. They will be published shortly via both the DH and LGA websites.

The Concordat will be followed soon by more detailed HR transition guidance, which is currently being developed for PCTs and local authorities and which will be available in January 2012. Together with communications developed locally by individual PCTs and councils over the coming months which will focus more on the implications for individuals. These documents will, collectively, provide the necessary information, guidance and support for both employers and staff involved. It will help them determine local arrangements which ensure the best possible service to local people.

We are grateful to Trades Unions colleagues from both the NHS and local government who have been involved in developing the Concordat.

We hope that you, and staff in your organisations, will find it a strong and helpful framework to use in planning for the forthcoming transition processes.



**Professor
Dame Sally C Davies**
Chief Medical Officer
Department of Health



John Ransford
Chief Executive
Local Government
Association



Sir Neil McKay
Chief Executive
NHS Midlands and East
SHA Cluster

