

Report title:	Pharmaceutical Needs Assessment
Date of meeting:	12 July 2017
Sponsor:	Dr Louise Smith, Director of Public Health
<p>Reason for the Report This report asks the Health and Wellbeing Board (HWB) to agree the planned approach for the production of the Pharmaceutical Needs Assessment (PNA).</p> <p>Report summary The HWB has a statutory responsibility* to publish a revised Pharmaceutical Needs Assessment for Norfolk by April 2018. The process must follow a set framework and conform to legal standards.</p> <p>A multi-agency approach to delivery, overseen by a steering group, is recommended including pharmacy, public health and Healthwatch input. Roles and responsibilities and indicative timescales are provided.</p> <p>The Director of Public Health is leading the delivery of the PNA on behalf of the HWB and has agreed to provide the resources required to complete the planned revision for 2017/18.</p> <p>Action/decisions needed: The Health & Wellbeing Board is asked to:</p> <ul style="list-style-type: none"> • Sign off the planned approach to publish a new Pharmaceutical Needs Assessment by April 2018, in line with the HWB statutory responsibilities. • Endorse the resources required to complete the PNA including spend from the public health grant and requests that CCGs agree this work is a priority for the NEL Commissioning Support Unit (CSU). 	

1. Background

- 1.1 Every Health and Wellbeing Board in England has a statutory responsibility to publish a statement of the needs for pharmaceutical services for the population in its area, referred to as the Pharmaceutical Needs Assessment (PNA). This is the main reference document upon which commissioning of pharmaceutical services decisions are made, including the granting of NHS contracts by NHS England.
- 1.2 The current Norfolk PNA was published in March 2015. It concluded that the number and distribution of pharmaceutical service provision in Norfolk was adequate. The current Norfolk PNA can be found at the following link:

<https://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/partnerships/health-partnerships/health-and-wellbeing-board/needs-assessments>

* Schedule 1, NHS Pharmaceutical Regulations 2013

- 1.3 It is a requirement to publish a revised assessment when significant changes to the need for pharmaceutical services are identified, or every 3 years whichever is sooner. In line with regulations, a revised Norfolk PNA must be published by April 2018.

2. Proposed approach to deliver the new PNA

- 2.1 The Director of Public Health has taken the responsibility to lead the production of the new PNA for the HWB. The process will follow the set legal framework, including a set minimum content and a 60 day consultation period.
- 2.2 After considering the options, it is proposed that a multi-agency approach is taken to the development of the PNA, overseen by a steering group consisting of representatives from Healthwatch Norfolk, Norfolk Local Pharmacy Committee, Norfolk Local Medical Committee, NHS England, Norfolk and Waveney Clinical Commissioning Groups and Norfolk County Council, supported by expert pharmacist input provided by North East London Clinical Commissioning Support Unit (which provides pharmacy support to Norfolk).
- 2.3 Table 1 sets out a plan for the roles, skills and resources needed to complete the PNA. There are costs associated with the expert pharmacy input from NEL Commissioning Support Unit (CSU) and for Healthwatch Norfolk to co-ordinate and lead the consultation process. Additional support will be provided by the County Council's Public Health team. The total cost will be circa £45,000, with additional Public Health expertise provided in-house by Norfolk County Council. The majority of the costs relate to letting a contract with NEL CSU to provide pharmacist input.
- 2.4 This is in line with national guidance on costs of PNA production. The Director of Public Health has agreed to meet the costs of developing the PNA in 2017/18.

Table1: Roles and resources needed to complete Norfolk PNA

Component	Detail	Potential Lead provider/partner
Project Management Liaison with NCC Public Health Team & Communications + Engagement Team	Convene, host & Chair Steering Group Meetings Admin support Progress & reporting to NCC & HWB	Healthwatch Norfolk
Consultation Patient & public involvement (PPI)	Consultation host 5 Consultation workshops & PPI Consultation analysis	
Public Health Expertise: Epidemiology, Needs Assessment, Health Economics PH Intelligence	Epidemiology & population health, health economics & needs assessment specialist expertise Direction of review, data analysis	Public Health Consultant, Public Health, Norfolk County Council
Data Analysis Expertise	Review, refresh and analysis of pertinent data sets including: <ul style="list-style-type: none"> Expertise in using geographic information 	Public Health Information Team, Norfolk County Council

Component	Detail	Potential Lead provider/partner
	system (GIS) mapping, forecasting & the PH England 'Fingertips' suite of tools <ul style="list-style-type: none"> • Writing Standard Query language (SQL) to query databases • Experience of data visualisation e.g. using Power BI (a business analytics tool) • Application of geodemographic segmentation 	
Clinical Pharmacy & Prescribing Expertise	Provision of clinical, pharmaceutical knowledge and expertise In-depth, expert knowledge of the PNA framework and regulations Writing, editing & version control of the PNA document	NEL CSU – Pharmacy team
PNA Steering Group membership & stakeholders	NHS England Pharmacy Contracts Manager Local Pharmaceutical Network Lead Norfolk Local Pharmaceutical Committee Lead Norfolk Local Medical Committee Lead Patient & Public Representative	Individual representatives to be confirmed

2.5 Immediate action is needed to progress the PNA to meet the set deadlines. A project plan will be agreed with Healthwatch Norfolk. Indicative timings are as follows:

Timescale	Action
Immediate	Agree contracting arrangements with Healthwatch Norfolk and NEL CSU, formation of steering group
June 2017 – July 2017	Updated information to be gathered by the steering group
July 2017	Report to HWB
Aug 2017 – Sept 2017	60 day consultation of public and stakeholders
Oct 2017 – Dec 2017	Report writing
Jan/Feb 2018	Draft PNA presented to HWB
April 2018	PNA published

Officer Contact

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