

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

**Reference Number:**

4114

**Author:**

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**Department:**

Children and Adults

**Contact:**

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**Subject:**

Pharmaceutical Needs Assessment

**Total Value:**

£31,000 (Type: Revenue)

**Decision Being Taken:**

- a) To approve spend of £31,000 during 2020/21 for the completion of the statutory Pharmaceutical Needs Assessment (PNA).
- b) To approve procurement of the contract via the NHS Business Solutions Framework Agreement to award the contract to PCC.
- c) To delegate authority to the Acting Director of Commissioning and Procurement to sign the contract.

**Reasons for the Decision(s)**

From 2013 Health and Wellbeing Boards have been responsible for producing a Pharmaceutical Needs Assessment (PNA). The PNA is a document that outlines pharmaceutical services and ensures that they are in the correct locations to support the residents of Nottingham city. The regulations state that a revised PNA must be published every 3 years. The last PNA was published in April 2018. As a result of the COVID-19 pandemic, the requirement was suspended for 2021. This means that Nottingham City Health and Wellbeing Board must publish a revised PNA by 1st April 2022. The deadline is unlikely to be pushed back again.

Project management of the PNA is led by Nottingham City Public Health, working in partnership with Nottinghamshire County Council Public Health and a joint city and county PNA Steering Group. This results in two separate PNAs for city and county but shares the workload. The Steering Group includes representatives from Nottinghamshire Local Medical Committee, Nottinghamshire Local Pharmaceutical Committee, CCG Medicines Optimisation Teams and NHS England and Improvement (NHSE&I).

Production of the PNA is very labour intensive, including: coordination of the steering group and working groups; collating data on essential and advanced pharmaceutical services from NHSE&I and on locally commissioned services to produce detailed maps and charts; this is presented by Local Area Committee alongside demographic data, housing projections and transport routes to assess gaps in services; a formal 60 day consultation period on the draft PNA with a statutory list of consultees and incorporating into the final document; and producing several progress reports for Health and Wellbeing Board, including the formal sign-off before the PNA is published on Nottingham Insight.

Ongoing workforce pressures across city and county Public Health teams throughout the pandemic have resulted in some business as usual work being paused, as COVID work is prioritised. Current capacity issues severely impact the ability to produce the PNA to the required standard and deadline; these capacity pressures look to continue into 2021/22. Work should start as soon as possible in 2021 to fit the project timescale and this is not currently possible based on capacity within the public health team.

The proposal is to jointly commission PCC with Nottinghamshire County Council to deliver the respective PNAs. PCC are listed on the NHS Business Solutions Framework Agreement, which provides a simple OJEC compliant route to purchase multidisciplinary consultancy services for NHS and public sector authorities. This enables a direct award to a preferred supplier listed on the Framework. Nottinghamshire County Council have confirmed that they have received a matching quote. While there is overlap in steering group meetings, this is a minimal cost saving and has been taken into account. Much of the data analysis will need to be extracted and completed separately as will the interpretation and creation of recommendations.

**Other Options Considered:**

To not publish a revised PNA has been rejected because PNAs are a statutory requirement. Options to go out to full tender are rejected because using the Framework is a compliant route of procurement, and because of extreme time and workload pressures and there are very few possible providers in such a specialised area. PCC are an independent not for profit social enterprise with a good reputation for producing PNAs regionally, including Northamptonshire County Council.

**Background Papers:**

None

**Published Works:**

None

<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	None
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	None
<b>Equality:</b>	EIA not required. Reasons: No change to services. This contract is to do the PNA, not change pharmaceutical services.
<b>Social Value Considerations:</b>	Older people and those with long term illnesses such as diabetes, asthma and heart disease are more likely to use pharmaceutical services, which include community pharmacies and dispensing appliance contractors. Community pharmacies also provide sexual health services such as the C Card condom scheme for young people, emergency hormonal contraception and chlamydia screening and treatment. Needle exchange and other services may also be provided for people with substance misuse issues. Many community pharmacies provide flu and Covid-19 vaccination, disposal of unwanted medication and emergency supply of medicines. Community pharmacies also reduce the pressure on GP services by providing first line advice on minor ailments and medicine free of charge under the Pharmacy First scheme; and signposting customers to services to help people stop smoking or lose weight. The work of community pharmacies and dispensing appliance contractors helps to keep citizens well for longer, thereby reducing illness related absence from the workplace and decreasing demand on health and social care services.
<b>Regard for NHS Constitution:</b>	Local authorities have a statutory duty to have regard to the NHS Constitution when exercising their public health functions under the NHS Act 2006. In making this decision relating to public health functions, we have properly considered the NHS Constitution where applicable and have taken into account how it can be applied in order to commission services to improve the health of the local community.
<b>Decision Type:</b>	Portfolio Holder
<b>Subject to Call In:</b>	Yes
<b>Call In Expiry date:</b>	16/02/2021
<b>Advice Sought:</b>	Legal, Finance, Procurement
<b>Legal Advice:</b>	This decision complies with procurement rules and the Council's Contract Procedure Rules for the procurement outlined by the decision author. Advice provided by Sarah O'Bradaigh (senior solicitor) on 29/01/2021.

**Finance Advice:**

<p>This decision seeks to provide approval for commissioning of Pharmaceutical Needs Assessment, alongside Nottinghamshire County Council, as this is a statutory requirement as outlined in the brief.</p> <p>The total costs of Nottingham City Council's contribution is £31,000. This is to be funded through the Public Health grant for 2020/21. Advice provided by Graeme Black (Commercial Business Partner) on 03/02/2021.</p>
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**Procurement Advice:**

<p>The decision to approve procurement of the contract for the Pharmaceutical Needs Assessment via the NHS Business Solutions Framework Agreement is supported by the Procurement Team who will advise regarding the call-off process. Advice provided by Nicola Harrison (Procurement Lead Officer) on 28/01/2021.</p>
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**Signatures**

<b>Eunice Campbell-Clark (Portfolio Holder Health, HR and Equalities)</b>
<b>SIGNED and Dated: 09/02/2021</b>
<b>Alison Challenger (Director of Public Health)</b>
<b>SIGNED and Dated: 09/02/2021</b>