

Operational Decision Record

Publication Date 01 June 2023	Decision Reference Number 4956
Decision Title	
Health Related Behaviour Questionnaire for Students of Schools in Nottingham City	
Decision Value	
Up to £60,000	
Revenue or Capital Spend?	
Revenue	
Department	
Public Health	
Contact Officer (Name, job title, and contact details)	
Ruth Bell – Public Health Programme Manager Ruth.Bell@nottinghamcity.gov.uk	
Decision Taken	
To approve the spend of up to £60,000 of funding from the Public Health Grant to commission a health-related behaviour questionnaire for students at schools in Nottingham City. The contract will cover 3 financial years, 2023/24, 2024/25 and 2025/26 and will end in March 2026.	
Reasons for Decision and Background Information	
<p>This commissioning relates to the delivery of a health-related behaviour survey to primary and secondary schools in Nottingham City with the purpose of ascertaining a better understanding the health-related behaviour of children and young people in both primary and secondary schools in Nottingham.</p> <p>This work forms part of the previously agreed scope of the Healthy Schools Team (Decision 4910 - https://committee.nottinghamcity.gov.uk/ieDecisionDetails.aspx?ID=8279) and is</p>	

also a strategic outcome of the Eating and Moving for Good Health Strategy linked to the Joint Health and Wellbeing Strategy.

This requirement has come from the over-arching need to understand and help determine the health and wellbeing needs of Nottingham children and young people.

The survey results and analysis will help shape Public Health services aimed at children and young people, plus, this piece of work is of strategic importance across multiple public health areas including Eating and Moving for Good Health, Smoking and Tobacco Control, Sexual Health, Mental Health and Wellbeing, and Drugs and Alcohol.

The completed surveys will also provide the newly formed Healthy Schools Team and participating schools with data that identifies the health-related behaviour of pupils which will assist in identifying their health and wellbeing needs so that support can be put in place.

The process for the survey development outlined below will be repeated by the provider for all years of the survey

The survey / questionnaire content should reflect the health and wellbeing of Nottingham City. Themes to be included (indicative not exhaustive)

- Tobacco & Vaping
- Drugs and Alcohol
- Healthy eating and physical activity
- Emotional health & wellbeing
- Personal safety
- Relationships and sexual health
- Personal, Social Health & Economic Education

New and emerging themes can be included in the survey e.g., Vaping/ E-Cigarettes, social networking, domestic abuse and gambling. These will be agreed by the provider and public health.

- The survey will be designed to be completed anonymously and online. Schools may request a paper-based and/or a translated survey for accessibility also i.e., SEND, EAL.
- Reports will be created in themes and by school with detailed and summary data with, comparisons to national data.
- School level data collected will be collated and analysed by the survey provider and shared with public health and public health commissioned services including the healthy schools team
- All schools in the city to be offered the opportunity to participate in the survey

- Specified years for completing the survey are years 6 and 10 but the provider has confirmed we are able to offer to additional school years with budget.
- The provider will be responsible for the recruitment of schools to the survey and an appropriate lead in each setting identified. The SRE Lead/Healthy Schools Team will support this process by supplying appropriate contacts where possible.
- Training and support are to be offered to staff from participating schools, so they are familiar with the planning of and timescales for coordinating the survey in their setting.
- *The provider is experienced in providing solutions to issues around accessibility such as adaptations for SEND schools and EAL students.*

Other Options Considered and why these were rejected

Do nothing, have no survey – this option has been rejected.

Not having a health behaviours survey in schools will lead to lack of local data on a wide range of public health outcomes for children and young people. A do-nothing approach would not provide the opportunity for new learning on how the local needs of this part of our population are changing and how services can be personalised by the Healthy Schools Team to meet school level need. The insight provided from the survey will allow us to understand the areas of need and therefore target areas of support and investment resulting in better value decision making for children and young people.

Creating and administering a survey in house – this option has been rejected.

Having a provider facilitate the survey enables comparison across local and national data with the same denominators. The provider also has a vast bank of accredited and tested questions in place than can be put together in a questionnaire to suit Nottingham. Internally we do not have the question bank required or past surveys in order to compare outcomes across statistical neighbours.

Reasons why this decision is classified as operational

The proposal has a value below £250,000 and in accordance with previously agreed strategy/policy.

Additional Information

Procurement Process

A three-quote process was undertaken, with applications scored by a panel made up of Nottingham City staff against a weighting for the following areas, Experience, Delivery Model, Working in Partnership, Data and Evaluation and Pricing

The preferred provider is Schools Health Education Unit Ltd (SHEU)

Decision Maker (Name and Job Title)
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Lucy Hubber – Director of Public Health

Scheme of Delegation Reference Number
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Date Decision Taken

22.05.2023
