

**Nottingham City Health and Wellbeing Board
27 November 2024**

Report Title:	Pharmaceutical Needs Assessment 2025
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Other colleagues who have provided input:	

Executive Summary:

The purpose of this report is:

1. To outline the requirements for the Pharmaceutical Needs Assessment (PNA)
2. To formally seek delegated authority for the sign-off of the draft PNA to the Director of Public Health.
3. To notify the Health and Wellbeing Board of the intention to bring the final PNA and recommendations back to the Board for ratification in September 2025.

Background information

4. Since April 1 2013 every Health and Wellbeing Board (HWB) in England has had a statutory responsibility to publish and keep up to date a statement of the needs for pharmaceutical services for the population in its area, referred to as a 'Pharmaceutical Needs Assessment' (PNA). [The NHS \(Pharmaceutical Services and Local Pharmaceutical Services\) Regulations 2013](#) set out the legislative basis for developing and updating PNAs.
5. The regulations state that a revised PNA must be published every three years, or earlier if the HWB determines that services have changed significantly enough to require re-assessment. [The current PNA for Nottingham City](#) was published in September 2022, therefore the HWB must publish a revised PNA by 1 October 2025.
6. The PNA includes information on current pharmaceutical service provision, information on health and other needs, and an assessment on whether current provision meets current or future needs of the area. To prepare the report, data are gathered from pharmacy contractors, pharmacy users and other residents, commissioners, planners and other sources. The report also includes a range of maps that are produced from data collected as part of the PNA process.
7. The HWB has a statutory responsibility to publish the PNA, however, the guidance allows for delegated authority to the Steering Group or to the DPH to approve the draft and final PNA before publication. This ensures that the

timelines outlined in the project plan are met and also allows for flexibility if required, in order to meet the designated publication date.

8. Work on the 2025 PNA for Nottingham City has commenced and is being carried out in tandem with Nottinghamshire County Council (two separate PNAs will be produced, one for each Local Authority HWB area). The PNA steering group had its first meeting on 11 October 2024. At this meeting a Terms of Reference (report attached) for the group and a Project Plan (report attached) for the PNA were agreed. (Note: The terms of reference has been drafted to assume delegated authority – this will be amended should the HWB disagree with the recommendations in this report).
9. The steering group are presently collecting information from service providers, commissioners and local residents on current pharmaceutical service provision.
10. An external expert resource, Soar Beyond Ltd, has been commissioned to support the preparation of the draft PNA 2025. Soar Beyond have extensive experience in producing PNAs, having produced over 40 PNAs.
11. Data contained within the assessment will be used to plan pharmaceutical services in Nottingham City to best meet local health needs.
12. Surveys are currently being undertaken with the public and community pharmacy contractors in Nottingham City, to seek opinion on current pharmaceutical services provided in the HWB area. These surveys will be completed by end December 2024.
13. Upon approval of a draft PNA and recommendations by the Director of Public Health (DPH) on the recommendation of the steering group, the assessment will be made available for a 60-day consultation that is planned to take place between 8 March 2025 to 9 May 2025.
14. The results of consultation will be considered by the Steering Group at its meeting planned for w/c 28 July 2025 and a final PNA and recommendations produced for sign off by the HWB.
15. The final PNA must be published no later than 1 October 2025
16. It is proposed that the approval to publish the draft PNA is delegated to the DPH for Nottingham City on the recommendation of the steering group. It is proposed that the final report and recommendations will be presented to the HWB for ratification in September 2025.

Other options considered

17. The HWB could retain authority to approve both draft and final PNAs

Reasons for recommendations

18. Delegated authority for the approval of the draft PNA to the DPH for Nottingham City on the recommendation of the steering group would allow for a more flexible and timely approval process, and reduce the likelihood of delays.
19. The recommended approach would allow the HWB to retain overall responsibility and ratification for the final PNA report and recommendations, with opportunity for amendments during the formal consultation process.

Recommendation(s): The Board is asked to:

1. To note the requirements for the Pharmaceutical Needs Assessment (PNA).
2. To formally delegate the sign off of the draft and final PNAs to the Director of Public Health on the recommendation of the Steering Group, with agreement that the report will be presented to the September 2025 HWB meeting for ratification.

The Joint Health and Wellbeing Strategy

Aims and Priorities	How the recommendation(s) contribute to meeting the Aims and Priorities:
Aim 1: To increase healthy life expectancy in Nottingham through addressing the wider determinants of health and enabling people to make healthy decisions	The PNA will utilise local demographic and health needs information to ensure health inequalities and the wider determinants of health are considered when assessing need. Where gaps in services are identified, these will be highlighted and recommendations made to address these with the aim of establishing equity of access in line with need.
Aim 2: To reduce health inequalities by having a proportionately greater focus where change is most needed	
Priority 1: Smoking and Tobacco Control	
Priority 2: Eating and Moving for Good Health	
Priority 3: Severe Multiple Disadvantage	
Priority 4: Financial Wellbeing	

How mental health and wellbeing is being championed in line with the Board's aspiration to give equal value to mental and physical health:

List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

Nottingham City PNA 2025 Steering Group Terms of Reference

Nottingham City PNA 2025 Project Plan

Published documents referred to in this report