

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:

2006

Author:

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Department:

Children and Families

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Subject:

Online Data Management System for Community Pharmacies

Total Value:

£29,000 (£7,250 per annum) (Type: Revenue)

Decision Being Taken:

- (1) To approve the procurement of an online data management system to improve the delivery and management of commissioned pharmacies;
- (2) To approve awarding contracts for an initial 2 years (covering the period 1 April 2015 to 31 March 2017) with the option to extend for a further 2 years;
- (3) To approve the spend of up to £14,500 of Crime and Drugs Partnership (CDP) contributions and £14,500 from the Public Health budget;
- (4) To delegate authority to the Strategic Director for Early Intervention to award the contracts;
- (5) To delegate authority to the Head of Finance and Commissioning (CDP) to sign the final contract.

Reasons for the Decision(s)

From 1st April 2013, responsibility for the commissioning of what were previously Locally Enhanced Services (LES) for drug and alcohol treatment and also for a range of sexual health services, formally transferred over to Nottingham City Council. From 1st April 2014, the contractual and financial management for these services (now known as Locally Commissioned Public Health Services) has been conducted by the CDP and Public Health Teams on behalf of the City Council.

Currently, both the CDP and Public Health Teams manage approximately 68 contracts with community pharmacies to deliver Substance Misuse Services and Locally Commissioned Public Health Services. The current system of receiving paper (and email) claims and activity data for these contracts is extremely time-consuming and inefficient for both providers and commissioners. The human resource required to receive and process this information is substantial. In addition, the paper-based (and email) system has resulted in a high proportion of inaccurate or incomplete claims. The ultimate result is the late payment of claims and inefficient contract and budget management.

It is proposed that a multiservice licence is purchased jointly (on a 50:50 split basis) with the CDP and Public Health Team to enable providers of these services to record and submit all monitoring and claims information via an online data management system. This would provide commissioners with live audit data at both a whole service and individual provider level, allowing for timely and effective performance management, accurate and prompt invoicing, and improved communication with providers.

It is expected that the procurement of an online data management system will lead to:

- (1) reduction in human resource required to undertake the contract management of these services, allowing resources to be directed more effectively elsewhere;
- (2) reduction in the time taken to submit and process data for these services which could lead to a better utilisation of administration resource and commissioner time and a reduced burden on providers;
- (3) Improvements in the quality of contract management of these services, including:
 - a) effective and timely communication with providers
 - b) real-time budget management
 - c) accurate information on service delivery and better scrutiny of activity data

Other Options Considered:

To do nothing and continue as we are
This option is rejected as the volume of work exceeds beyond the capacity available and the current arrangements are not sustainable or safe on a long term basis and may require additional staffing resources. The proposal to approve the decision to procure an online data management system, is an alternative to taking on additional staff.

Background Papers:

None

Published Works:

None

Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	The CDP is required to produce an annual Strategic Assessment and Partnership Plan to consider crime, ASB, substance misuse and reoffending in the city. This expenditure is to indirectly support crime and disorder reduction by increasing the efficiency of data recording and monitoring of providers directly delivering substance misuse and sexual health services in the community.
Equality:	EIA not required. Reasons: An EIA assessment is not required on the basis that this proposal is to continue providing existing substance misuse and sexual health services through community pharmacies with the addition of an online data management system. This will not amount to a new or changing policy, service or function. Relevant equality issues are incorporated into the service specifications of the pharmacy contracts and will be incorporated, where appropriate, into the database service specification for the proposed procurement process.
Social Value Considerations:	Below threshold
Regard for NHS Constitution:	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.
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	02/06/2015
Advice Sought:	Legal, Finance, Procurement
Legal Advice:	There are no legal issues with regard to this decision. This is a low value contract to which legal support and advice will be provided as required. Advice provided by Naomi Vass (Senior Solicitor) on 26/03/2015.

Finance Advice:

The annual cost of this proposal is £7,250, to be funded equally from Crime & Drugs Partnership (CDP) and Public Health.
 Each team will contribute £3,625 per annum.
 The budgets to fund this have been identified within existing resources. There is no impact on the Medium Term Financial Plan.
 This decision aligns to the City Council framework to achieve value for money by improving the efficiency and quality of the contract management of the Locally Commissioned Public Health Services. Resources will be freed up to focus on other tasks and be used mre effectively. Advice provided by Dee Fretwell (Finance Analyst) on 17/03/2015.

Procurement Advice:

There are no procurement concerns with this decision. The CPU is providing support for a quotation process to select a database provider, ensuring value for money in compliance with Contract Procedure Rules.

 Advice provided by Dawn Cafferty (Procurement Category Manager) on 26/03/2015.

Signatures

Alex Norris (PH for Adults, Health and Community Sector)
SIGNED and Dated: 26/05/2015
Alison Challenger (Director of Public Health (Interim))
SIGNED and Dated: 22/05/2015