

# **REPORT FOR: HEALTH AND WELLBEING BOARD**

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<b>Date of Meeting:</b>	7 September 2017
<b>Subject:</b>	Pharmaceutical Needs Assessment 2018
<b>Responsible Officer:</b>	Dr Andrew Howe, Director of Public Health
<b>Public:</b>	Yes
<b>Wards affected:</b>	All
<b>Enclosures:</b>	Pharmaceutical Needs Assessment Steering Group, Terms of Reference; PNA project plan

## **Section 1 – Summary and Recommendations**

Completion of a Pharmaceutical Needs Assessment (PNA) is a statutory duty for Health and Wellbeing Boards to undertake at least every 3 years. The production of the 2018 PNA for Harrow has commenced.

### **Recommendations:**

The Board is requested to:

- Note that the process to produce a revised Pharmaceutical Needs Assessment (PNA) by April 1st 2018 has commenced
- To receive the Terms of Reference for the 'Harrow PNA Steering Group'
- To receive an update on progress and the project plan timelines from the 'PNA Steering Group' on the production of the 2018 Harrow PNA
- To formally delegate the sign-off of the draft PNA to the Corporate Director for People in consultation with the Portfolio Holder for Public Health and the Director of Public Health

## **Section 2 – Report**

### **Background**

The Pharmaceutical Needs Assessment (PNA) is a special assessment of pharmaceutical services provision in an area. 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.

The PNA is used to identify any gaps in current services or improvements that could be made in future pharmaceutical service provision. To prepare the report, data is gathered from pharmacy contractors, pharmacy users and other residents and from a range of sources (commissioners, planners and others). The report also includes a range of maps that are produced from data collected as part of the PNA process.

Since April 2013, the responsibility for producing the PNA has been a mandated function of the Health and Wellbeing Board (HWB). The HWB must update the PNA at least every 3 years. The last Harrow PNA was produced in 2015 and covers the period 1 April 2015 - 31 March 2018.

### **Process for PNA delivery**

Following an evaluation of bids from three organisations, an external expert resource, Soar Beyond Limited, has been commissioned to support the preparation of the draft PNA 2018 report at a cost of £41,000. Soar Beyond have extensive expertise in producing PNAs, having produced 8 in 2015 (6 in London), and have been commissioned to support 11 to date in 2017/18 (9 in London).

The PNA Steering Group held its first meeting on 27th July 2017. At this meeting a Terms of Reference for the group and Project Plan for the PNA were agreed (see background documents).

The steering group are presently collecting information from a variety of sources. This includes three separate questionnaires for service providers, commissioners, and the pharmacy service users/public in Harrow on current pharmaceutical service provision. Data on the population demographics of Harrow are also being collated to inform the needs assessment.

The draft assessment will be considered by the Steering Group at a meeting in late November 2017. Due to new rules from NHS England, we have had to build in an additional 3 weeks for them to comment on the draft report before it goes out for consultation. This means that the timetable does not meet the timing of the Health and Wellbeing Board meeting in November. To accommodate this additional time for NHSE to review the draft, the Board is asked to give delegated authority to the Corporate Director for People to sign off the PNA draft document for public consultation.

Upon approval, the PNA will be made available for a 60-day consultation at the moment this is scheduled for 4th December 2017 to 2nd February 2018. The consultation document will be sent by email to the board members for information and comments.

The results of consultation will be incorporated in to a final draft document which will be considered by the Steering Group at its meeting in late February 2018. The final PNA will be presented to the Health and Wellbeing Board for sign off and will be published no later than 31st March 2018 to comply with the regulations.

## **Recommendation**

The Health and Wellbeing Board are asked to agree that:

- The approval to consult on the draft PNA is delegated to the Corporate Director for People with advice from the Portfolio Holder for Public Health and the Director of Public Health.
- The HWB members are given an opportunity to comment on the PNA as part of the public consultation
- The final PNA is brought to the Board in March 2018 for final sign off.

## **Financial Implications/Comments**

Other than the cost of producing the PNA (supported by the Public Health team), there are no wider financial implications arising from this report.

Although the PNA is the responsibility of the Health and Wellbeing Board, following the introduction of the Health and Social Care Act in 2012, it has been funded (and managed) within the Public Health service and ring-fenced grant.

Whilst the funding for the production of the 2018 Pharmaceutical Needs Assessment has not been included within the annual budget plan, given the cyclical nature of its production, funding has been identified within the specific Public Health reserve.

This mandated function could continue to be supported by the restructured Public Health team from 1<sup>st</sup> April 2018 but would require additional analytical support from within the council in order to do so. Future funding (with associated Public Health resources) will need to be identified within the available funding envelope and as part of the overall council financial budget setting process.

## **Legal Implications**

The Health and Social Care Act 2012 transferred responsibility for developing and updating PNAs to Health and Wellbeing Boards (HWBs). The NHS (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013 set out the legislative basis for developing and updating PNAs. The HWB must update the PNA at least every 3 years.

## **Risk Management**

A PNA Steering Group has been convened with Council, Clinical Commissioning Group, Local Pharmaceutical Committee, Local Medical Committee and Healthwatch membership. This group will ensure that the PNA meets the national regulations.

By giving delegated responsibility for signing off the consultation on the draft PNA, the final PNA will be published before the deadline of 31 March 2018.

## **Equalities implications**

The 2018 PNA will assess current health needs and access to pharmaceutical services. To ensure there is an equality of access for all people within Harrow HWB area, a public survey will be distributed amongst a cross-section of Harrow people. Residents within the protected characteristics groups will be targeted to receive feedback on any barriers to accessing pharmaceutical services by people from protected characteristics. Responses to the survey will help inform the recommendations within the draft PNA, and any potential gaps and/or improvements to pharmaceutical services in the Harrow area. The draft PNA will undergo a 60-day consultation, and views from the Harrow public will be sought. Populations from the protected characteristics populations will be targeted within the consultation to seek their views upon the assessment and its recommendations.

An Equality Impact Assessment will be produced and maintained by the provider, Soar Beyond

## **Council Priorities**

The Council's vision:

### **Working Together to Make a Difference for Harrow**

The PNA contributes to all of the four categories of making a difference.

- Making a difference for the vulnerable
- Making a difference for communities
- Making a difference for local businesses
- Making a difference for families

### **Section 3 - Statutory Officer Clearance (Council and Joint Reports)**

Name: Anthony Lineker.	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: ...15/8/2017.		
Name: ...Noopur Talwar	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 17/8/2017		

Ward Councillors notified:	<b>NO</b>
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### **Section 4 - Contact Details and Background Papers**

**Contact:** Carole Furlong, Consultant in Public Health. Tel. 020 8420 9508;

**Background Papers:**

Harrow 2018 Pharmaceutical Needs Assessment Steering Group Terms of Reference;

Harrow 2018 PNA Project Plan