

Update on the Pharmaceutical Needs Assessment for the London Borough of Hackney and City of London	
HEALTH AND WELLBEING BOARD - 10 November 2021	CLASSIFICATION: Open
WARD(S) AFFECTED All Wards	
Group Director: Dr Sandra Husbands, Director of Public Health	

1. INTRODUCTION AND PURPOSE

- 1.1. Since 1 April 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).
- 1.2. Data contained within the assessment will be used to plan pharmaceutical services in the borough to best meet local health needs.
- 1.3. The production of the 2022 PNAs for both the London Borough of Hackney and the City of London have commenced.

2. RECOMMENDATIONS

- 2.1. To note that the process to produce a revised PNA by 1st October 2022 has commenced.
- 2.2. To receive the Terms of Reference (ToR) for the London Borough of Hackney and City of London PNA Steering Group.
- 2.3. To receive an update on progress and the project plan timelines from the London Borough of Hackney & City of London PNA Steering Group on the production of the 2022 PNAs.
- 2.4. To formally delegate the sign-off of the draft and final PNAs to the Steering Group

3. BACKGROUND

- 3.1. The PNA is a report of the present needs for pharmaceutical services. It 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.
- 3.2. The PNA Steering Group had its first meeting on 7th October 2021. At this meeting, a Terms of Reference (Appendix A) for the group and Project Plan (Appendix B) for the PNA were agreed.
- 3.3. The steering group are presently collecting information from service providers, commissioners, and London Borough of Hackney & City of London public on current pharmaceutical service provision.
- 3.4. An external expert resource, Soar Beyond Ltd, has been commissioned to support the preparation of the draft PNA 2022 report. Soar Beyond have extensive expertise in producing PNAs, having produced 8 in 2015 and 12 in 2018.

4. KEY CONSIDERATIONS AND SUSTAINABILITY

- 4.1. 'Pharmaceutical Needs Assessments' or 'PNAs' are 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. It is a mandatory exercise. 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.
- 4.2. Surveys will be undertaken with the public, commissioners, and community pharmacy contractors in the respective Local Authorities, to seek opinion on current pharmaceutical services provided in the London Borough of Hackney & City of London. These surveys will be carried out and completed over the coming month.
- 4.3. The draft PNA 2022 is currently being provided by the external consultants, Soar Beyond Ltd, commissioned by London Borough of Hackney & City of London to support the production of the PNA. The draft assessment will be considered by the Steering Group at a meeting week commencing 4th April 2022.
- 4.4. Upon approval of a draft PNA by the Steering Group, the assessment will be made available for a 60-day consultation between 9th May 2022 to 10th July 2022.

- 4.5. The results of consultation will be considered by the Steering Group at its meeting week commencing 25th July 2022, and a final PNA produced for publication
- 4.6. The final PNA must be published no later than 1st October 2022.
- 4.7. It is proposed that the approval to publish the final PNA is delegated to the Steering Group and the final assessment provided for information to the Health and Wellbeing Board in October 2022

5. FINANCIAL CONSIDERATIONS

- 5.1. Funding for the production of the Pharmaceutical Needs Assessment for 2022 has already been allocated from the Public Health Grant and apportioned across City and Hackney based upon the number of community pharmacies within each Local Authority.

6. LEGAL CONSIDERATIONS

- 6.1. None

7. EQUALITY IMPACT ASSESSMENT

- 7.1. An Equality Impact Assessment will be produced and maintained by the provider, Soar Beyond Ltd.

BACKGROUND PAPERS

In accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012 publication of Background Papers used in the preparation of reports is required

Appendix A Terms of Reference

City and Hackney 2022 PNAs Steering Group Terms of Reference

Purpose

Ensure the development of 2022 City and Hackney's Pharmaceutical Needs Assessments (PNAs) so that both City and Hackney Health and Wellbeing Boards (HWB) meet their statutory responsibility for publishing their PNAs in line with The National Health Service England (Pharmaceutical Services and Local Pharmaceutical Services) Regulations.

Objectives

- To oversee the development of the pharmaceutical needs assessments in accordance with, and ensure both the City and Hackney PNAs comply with, with the NHS Pharmaceutical Services and Local Pharmaceutical Services Regulations 2013.
- Ensure the PNAs take into account the local demography within City and Hackney boroughs and ascertain whether there is sufficient choice and accessibility (e.g. physical access, language etc.) with regard to obtaining pharmaceutical services.
- Promote integration of the PNA with other strategies and plans including the Joint Strategic Needs Assessment, the Joint Health & Wellbeing Strategy, the CCGs' Commissioning Strategy Plans and other relevant strategies.
- Ensure the consultation on the PNA meets the requirements of Regulation 8 of the 2013 Regulations. In particular, ensure that both patients and the public are involved in the development of the PNA.
- Ensure all appropriate stakeholders in both City and Hackney boroughs are aware, engaged and involved in the development of the PNAs.
- Present the PNAs first and final draft to the HWBs.
- Publish the PNAs on the Councils' websites by October 2022.
- Develop a community pharmacy vision that is integrated across health and social care spectrum, ensuring direct link to the Health & Wellbeing vision for the boroughs.
- Horizon scan for future policy direction and identify system decision makers to transform the vision into a reality for City and Hackney residents.
- Ensure the vision paper has adequate and appropriate patient and public involvement along with the wider community pharmacies operating in City and Hackney.

Governance

- The Health and Social Care Act 2012 transferred the statutory responsibility for PNAs from NHS Primary Care Trusts (PCTs) to HWBs, from 1 April 2013, with a requirement to publish a revised assessment at least every 3 years.
- This Steering Group has been established to oversee the production of the 2022 PNAs for both the City of London Corporation and the London Borough of Hackney, reporting progress and presenting the final reports to each HWB on or before their Summer 2022 meetings.
- The HWBs will be informed of progress towards the production of the PNAs and relevant milestones through the HWBs Programme Manager's quarterly updates. A summary report will be submitted to update the HWB at suitable stages of the development process.
- If a statement or decision from the HWB is needed in relation to the production of the draft PNA, the Chair of the Steering Group is welcome to draft a formal report for consideration.
- The steering group will report directly to the Directors of Public Health and is accountable to the City of London Corporation and the London Borough of Hackney HWBs.

Frequency of meetings

Meetings will be arranged at key stages of the project plan. The Steering Group will meet in summer 2022 to sign off the 2022 PNAs for submission to the HWBs.

Responsibilities

- Provide a clear and concise PNA process.
- Review and validate information and data on population, demographics, pharmaceutical provision, and health needs.
- To consult with the bodies stated in Regulation 8 of The NHS Regulations 2013:
 - Any Local Pharmaceutical Committee for its area.
 - Any Local Medical Committee for its area.
 - Any persons on the pharmaceutical lists and any dispensing doctors list for its area.
 - Any LPS chemist in its area.
 - Any Local HealthWatch organisation for its area.
 - Any NHS trust or NHS foundation trust in its area.
 - The NHSCB.
 - Any neighbouring HWB.
- Ensure that due process is followed.
- Report to each HWB on both a Draft and Final PNA.

- Publish a Final PNA for each HWB by end 1 October 2022.

Membership

Delegate	Job title	Organisation
Sara Bainbridge	Public Health Registrar	City and Hackney Public Health Team
Diana Divajeva	Principal Public Health Analyst	City and Hackney Public Health Team
Yasmin Mulla	Senior Procurements and Contracts Officer	City and Hackney Public Health Team
Chris Lovitt	Deputy Director of Public Health	City and Hackney Public Health Team
Andrew Trathen	Consultant in Public Health	City and Hackney Public Health Team
Rozalia Enti	Head of Medicines Management	City and Hackney CCG
Yogendra Parmar	Chief Executive	City and Hackney LPC
Jon Williams	Director	Healthwatch Hackney
Tara Hudson	Strategic Communications Advisor	London Borough of Hackney Comms
Helen Turnbull	Comms Officer	City of London Comms
Xenia Koumi	Senior Public Health Specialist	City & Hackney
Sanch Kanagarajah	Public Health Intelligence	London Borough of Hackney
Vinay Patel	Chair	City and Hackney LMC
Wendy Walker	Assistant Director of Primary Care	City and Hackney LMC
Paul Coles	General Manager	City of London Healthwatch
Senior Commissioning Manager Market Entry/Pharmacy		NHS England and NHS Improvement - London Region
Anjna Sharma	Director of Pharmacists Services	Soar Beyond Ltd
Kajal Mistry	Associate Director	Soar Beyond Ltd
Christina Wells	Senior Project Executive	Soar Beyond Ltd

Soar Beyond are not to be a core member, although the meeting will be chaired by Soar Beyond. Each core member has one vote. The Consultant in Public Health, City and Hackney Public Health Team, will have the casting vote, if required. Core

members may provide a deputy to meetings in their absence. The Steering Group shall be quorate with five core Members from each representative organisation in attendance, one of which must be an LPC member. Non-attending members are unable to cast a vote – that vote may otherwise sway the casting decision. To be included in decision-making, members' (or their nominated deputies) attendance is essential.

In attendance at meetings will be representatives of Soar Beyond Ltd who have been commissioned by London Boroughs of City and Hackney to support the development of the PNAs. Other additional members may be co-opted if required.

Report Author	Dr Andrew Trathen, Consultant in Public Health
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