

Title	Update report on Buckinghamshire's Pharmaceutical Needs Assessment (PNA)
Date	Thursday 24 th July 2014
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Purpose of this report:

Buckinghamshire's Health and Wellbeing Board has a statutory duty to develop a Pharmaceutical Needs Assessment (PNA) by April 2015. This report has been developed to update members on progress.

Summary of main issues:

An expert contractor has been jointly commissioned by Buckinghamshire and Oxfordshire Health & Wellbeing Boards, as joint procurement is more cost effective. Work is progressing and is on track for delivery before the deadline.

Recommendation for the Health and Wellbeing Board:

Board Members should note that work on the PNA is underway and is on track. The draft PNA will be presented at the October meeting of the Health & Wellbeing Board, prior to formal consultation with key partners. The final PNA will be presented to the Health & Wellbeing Board for approval in 2015.

Main document: Pharmaceutical Needs Assessment – a report on progress

1. The Health and Social Care Act (2012) gave Health and Wellbeing Boards the statutory duty to develop and publish Pharmaceutical Needs Assessments (PNA) for their areas by April 1st 2015.
2. A steering group has been established to oversee this work in Buckinghamshire and Oxfordshire, including partner organisations of the Health and Wellbeing Boards along with representatives of the Local Pharmaceutical Committees and Local Medical Committee. A management group led by Public Health is making sure all operational details are on track.
3. A procurement exercise was carried out through open tender. A contractor (Primary Care Commissioning) has been appointed jointly between Buckinghamshire and Oxfordshire County Councils. The contractor will produce

needs assessments for each county. The joint contract is more cost effective for both counties than working separately.

4. The work includes the following elements

- A community pharmacy questionnaire (using a national template)
- Data analysis to identify population need for pharmacy services.
- Production of a draft PNA document for consultation
- A wide ranging public consultation with key local stakeholders for a minimum of 60 days
- Collation of the consultation responses into a report
- Production of a final PNA report.
- Recommendations for how the PNA will be maintained & updated
- A map of premises at which pharmaceutical services are provided in the county, as well as further maps covering current commissioned services in pharmacies, access and relevant demography
- A template for supplementary statements after publication

5. The work is on track and the expected milestones are listed in Annex 1

6. Work is currently underway to analyse local data, to consult pharmacies on the services they can offer, and to consult the public on their use of pharmacies. A public survey is live at <https://www.surveymonkey.com/s/buckspna2> and will be open until the end of September – this will be promoted by key partners. This will result in a draft Pharmaceutical Needs Assessment by October. It is a statutory requirement that this draft is subject to public consultation for at least 60 days. All partners will be consulted, along with a range of other stakeholders.

7. This statutory consultation period is scheduled for October – December 2014 and the draft document will go to the October meeting of the Health and Wellbeing Board for approval prior to consultation.

Annex 1 The project plan

Governance	Initial contractor / commissioner meeting	May 2014
	Mobilisation/project plan developed and signed off by Public Health	
	Identify Oxon and Bucks Joint PNA Steering Group overseeing PNA development, meeting monthly	
	Update meetings - monthly meetings/fortnightly email briefings for management team	

Health needs and priorities	Obtain reference documentation e.g. JSNA	May - July
	Confirm localities to be used	
	Obtain relevant public health data set at locality level	
	Obtain additional data (if required)	
	Identify mapping resources	Aug - Sept
	Produce maps for PNA	
Analysis		

Current pharmaceutical services provision	Obtain existing pharmaceutical services data	June - July
	Identify other services which may influence assessment	
	Data cleaning and preparation (localities)	
	Pharmaceutical services provider questionnaire issued	
	Pharmaceutical services provider questionnaire live	
	Data entry	
	Analysis of existing pharmaceutical services data	
	Analysis of provider questionnaire data	
Patients and the public	Agree methods for patient engagement to input into draft PNA	June – July
	Agree methods for patient engagement to input into consultation	
	Patient engagement - pre-draft	
	Analysis - pre-draft	
	Patient engagement - formal consultation	Oct - Dec
Stakeholder engagement	Agree methods for stakeholder engagement to input into draft PNA	June - July
	Agree methods for stakeholder engagement to input into consultation	
	Stakeholder engagement - pre-draft	
	Analysis - pre-draft	
	Stakeholder engagement - formal consultation	Oct - Dec
Synthesis and drafting	Develop PNA structure and framework	June - Aug
	Data analysis and preparation for drafting	
	Ongoing analysis and drafting	
	Review draft with PNA steering group	Sept
	Draft PNA for consultation	Oct
	PNA signed off by steering group and H&WB prior to consultation	
Consultation	PNA signed off for consultation	Oct
	Consultation	Oct - Dec
	Review consultation outcomes and revise drafting	Dec - Jan
Sign off	Final draft PNA produced for steering group	Jan
	Accompanying paper produced	Jan 2015
	Sign off by steering group	
	Incorporation of steering group comments	
	Final PNAs and Board papers available	Feb 2015