

North Tyneside Health & Wellbeing Board Report Date: September 2024

Title: HWBB notice of reviewing North Tyneside's Pharmaceutical Needs Assessment

Report author: Rachel Nicholson, Head of Public Health Strategy and Policy, North Tyneside Council (0191) 643 8073

Responsible officers: Wendy Burke, Director of Public Health, North Tyneside Council

Rachel Mitcheson, Director of Delivery Northumberland and North Tyneside North East and North Cumbria Integrated Care Board

1. Purpose:

The purpose of this report is to give notice that the Health and Wellbeing Board is required to review and update the current North Tyneside Pharmaceutical Needs Assessment (PNA) and ensure the updated PNA is published by 1 October 2025 in line with the statutory requirements of the Health and Social Care Act 2012.

2. Recommendation(s):

The Board is recommended to:

1. Agree the Health and Wellbeing Board's delegated process for reviewing, updating and publishing the PNA for the deadline of 1st October 2025 as set out in the implementation plan.
2. Agree the membership of the steering group.
3. Agree the named Board members who will take responsibility for ensuring the PNA meets regulatory requirements.

3. Background and Policy Framework

There is a statutory duty for Health and Wellbeing Boards to undertake a PNA as outlined in the Health and Social Care Act 2012. The PNA must be reviewed every 3 years. The NHS (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013 sets out the legislative basis for developing PNAs. The current PNA must be reviewed, updated and published on 1st October 2025.

The purpose of the pharmaceutical needs assessment is to assess and set out how the provision of pharmaceutical services can meet the health needs of the population of North

Tyneside Health and Wellbeing Board's area for a period of up to three years, linking closely to relevant documents, including the joint strategic needs assessment.

Whilst data in the joint strategic needs assessment focuses on the general health needs of the population of North Tyneside, the pharmaceutical needs assessment looks at how those health needs can be met by pharmaceutical services commissioned by the NHS England, who delegate this function to the Integrated Care Board (ICB)

As the pharmaceutical needs assessment is a key document for those wishing to open a new pharmacy or dispensing appliance contractor premises and is used by the ICB and NHS England and NHS Improvement to determine such applications, there are serious implications for health and wellbeing boards who fail to meet their statutory duties.

Whilst the pharmaceutical needs assessment is primarily a document for the ICB to use to make commissioning decisions, it may also be used by local authorities. A robust pharmaceutical needs assessment will ensure those who commission services from pharmacies and dispensing appliance contractors target services to areas of health need and reduce the risk of overprovision in areas of less need.

As health and wellbeing boards are under a statutory duty to produce and publish their next pharmaceutical needs assessment in 2025, it is imperative that sufficient resources, both human and financial, are identified and that there is board level support for the development of the document

Guidance recommends that the health and wellbeing board has a named board member to take overall responsibility for ensuring the document meets the regulatory requirements and is published in a timely manner. Previously North Tyneside Council's Director of Public Health and the Chief Officer of North Tyneside CCG have assumed this responsibility.

It is therefore recommended that the Health and Wellbeing Board requests that North Tyneside Council's Director of Public Health and the Director of Delivery Northumberland and North Tyneside, North East and North Cumbria Integrated Care Board take responsibility for ensuring the PNA is reviewed, updated and published in line with the statutory requirements.

4. Proposed plan to review the PNA

It is proposed that the Health and Wellbeing Board delegate responsibility to review the PNA to a steering group. The steering group will comprise of representatives from the following organisations in keeping with national guidance:

- North Tyneside ICB - Commissioning and pharmaceutical leads
- North of Tyne Local Pharmaceutical Committee
- North Tyneside Healthwatch
- North Tyneside Council (Public Health, Communications and Engagement, Policy and Performance and Research)

The full steering group membership is set out in Appendix 1.

A timeline and implementation plan has been drafted to review and update the PNA, including a plan for consultation in line with statutory guidance and in advance of the Health and Wellbeing Board agreeing the final version to be published by 1st October 2025. The

plan is set out in Appendix 2 and will be delivered by the steering group with regular progress updates to the Health and Wellbeing Board.

5. Reasons for recommended option:

The Board is recommended to agree the recommendations as outlined above (point 2) to ensure that North Tyneside's Pharmaceutical Needs Assessment (PNA) is a well-researched, well considered and robust document that is published by October 2025 in line with the regulations.

6. Appendices:

Appendix 1 – Proposed Steering Group Membership
Appendix 2 – Implementation Plan

7. Contact officer:

Rachel Nicholson, Head of Public Health Strategy and Policy, North Tyneside Council

9. Background information:

The following background documents have been used in the compilation of this report and are available from the author:

The NHS Pharmacy Regulations 2013, updated 5 December 2016

Department of Health and Social Care (October 2021) Information pack for local authority health and wellbeing boards Pharmaceutical Needs Assessment

10 Finance and other resources

The costs will be met from within current resources.

11 Legal

The NHS (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013 set out the legislative basis for this report.

12 Consultation/community engagement

The PNA must be developed in consultation with a range of stakeholders. In keeping with the NHS (Pharmaceutical Services and Local Pharmaceutical Services) Regulations (2013). The following stakeholders were consulted in the production of the existing PNA and will be consulted again:

- North of Tyne Local Pharmaceutical Committee
- TyneHealth Ltd - GP Federation
- North Tyneside Integrated Care Board (ICB)
- All persons on the pharmaceutical lists
- North Tyneside Healthwatch

- Northumbria Healthcare NHS Foundation Trust, Newcastle Upon Tyne Hospitals NHS Foundation Trust, and Northumberland, Tyne and Wear NHS Foundation Trust
- Newcastle and North Tyneside Local Medical Committee (LMC)
- All North Tyneside GP practices
- NHS England
- Neighbouring HWBs in Newcastle, Northumberland and South Tyneside
- VODA (Voluntary Organisations Development Agency)
- North Tyneside Council Residents' Panel

13 Human rights

There are no human rights implications directly arising from this report.

14 Equalities and diversity

The PNA identifies the health needs of the local population including issues around access to pharmacy services, inequities in health experience and other inequalities experienced by specific groups in the population. During the public engagement process, it will be important to engage hard-to-reach groups and those with protected characteristics.

An Equality Impact Assessment will be completed to assess the PNA findings for people with protected characteristics and to demonstrate that the Health and Wellbeing Board has considered the aims of the Equality Duty.

15 Risk management

Statutory requirements are failed to be achieved, if the PNA is not published by 1st October 2025.

There is no right of appeal against the findings or conclusions within a pharmaceutical needs assessment. Health and wellbeing boards therefore face the risk of a judicial review should they fail to develop a pharmaceutical needs assessment that complies with the minimum requirements for such documents as set out in the 2013 regulations, or should they fail to follow due process in developing their pharmaceutical needs assessment, e.g. by failing to consult properly or take into consideration the results of the consultation exercise undertaken, or fail to publish by the required deadlines.

This risk has been entered onto the Council's Strategic Risk Register and will be monitored.

16 Crime and disorder

There are no crime and disorder implications directly arising from this report.

SIGN OFF

Chair/Deputy Chair of the Board

Director of Public Health

Director of Children's Services

Director of Adult Services

Appendix 1 - Suggested Steering Group Members

- Chair – Rachel Nicholson Head of Public Health Strategy and Policy, North Tyneside Council
- Coordinator – Holly Moore, Public Health Practitioner, North Tyneside Council
- NENC ICB Commissioning Lead - Alan Bell / Claire Lynch
- NENC ICB Pharmacist – Neil Frankland
- North Tyneside Council Commissioning Lead – Behnam Khazaeli
- North Tyneside HealthWatch – Paul Jones Director
- Local Pharmaceutical Committee – Ann Gunning Community Pharmacy Lead, NoT LPC
- North Tyneside Council Communication Lead – Sophie McDonnell, Media and Communication Manager
- North Tyneside Council Intelligence Lead – Neil Tait, Policy, Intelligence and Research Advisor

Appendix 2: Implementation plan Pharmaceutical Needs Assessment, 2024/25

Date	Task	Purpose	Comments
October 2024	Set up steering group members contacted (Appendix 1 –steering group members)	To oversee the process of reviewing updating and publishing the PNA Book Nov/Dec and May/June 2025 meetings	To agree the process, timeline and chair of steering group Steering group to agree a draft PNA by mid-June 2025
Nov/Dec 2024	Gather health and demographic data	Gather and analyse health and demographic data.	Highways, planning, transport and any developments will need to be taken account of.
Dec 2024 /Jan 2025	Updated pharmacy lists	To gather latest lists of pharmacies	ICB to provide (Kenneth Youngman’s team)
Dec 2024 /Jan 2025	Develop a public questionnaire re pharmacy needs and experiences	To gather information on the nature of services provided by every Pharmacy in North Tyneside. Support from Health Watch and Comms to engage hard-to-reach groups and those with protected characteristics	Support will be required from Policy, Performance and Intelligence (PPI) Team
Feb 2025	Analyse questionnaire and map services	To identify and display the range of services provided by pharmacies across the borough	Support will be required from Policy, Performance and Intelligence (PPI) Team
March – end May 2025	Prepare draft PNA	To ensure there is sufficient time for the required consultation period of 60 days	Deadline: June HWBB meeting
Mid-June 2025	HWB to agree first draft PNA and consultation process for stakeholder and patients	To allow consultation period to commence	Agree who consulting with and why
Mid-June- mid Aug 2025	60-day consultation period with stakeholders and patients	Consultation with key stakeholders/patients and presentation to Adult Social Care and Health and Wellbeing Sub Committee	Contact key stakeholders with the link to the draft document on the Council website invite comments or amendments via a single email contact

Date	Task	Purpose	Comments
Aug/Sept 2025	Revise PNA and produce a final draft	Revise PNA following consultation period taking account of comments and proposed amendments	
Sept 2025	Present final draft to HWBB	Final draft of PNA to be agreed by the Board	
1 October 2025	PNA published and valid for 3 years	PNA available on Council website	