

# Request for Quotation

NHS Kirklees Clinical Commissioning Group is seeking to appoint a suitability qualified consultant to assist in the production of a Primary Care Network Estate Strategy.

PRIMARY CARE NETWORK ESTATES STRATEGY DEVELOPMENT	
REQUEST FOR QUOTATION	
PROJECT	Greater Huddersfield PCN Estates Strategy
REQUESTED BY:	NHS KIRKLEES CLINICAL COMMISSIONING GROUP on behalf of:- 1. The Valleys Health and Social Care Network 2. The Mast Primary Care Network 3. The Viaduct Care Network 4. Greenwood Network 5. Tolson Care Partnership
PREPARED BY:	JAN GILES
CONTACT DETAILS	Office direct dial telephone: 01484 464086 Switchboard: 01484 464 000 Mobile: 07817 019385 Email: <a href="mailto:jan.giles1@nhs.net">jan.giles1@nhs.net</a>
DATE PREPARED	18 <sup>th</sup> October 2021
ENQUIRIES TO:	Jan Giles
<b>RETURN QUOTE BY</b>	29 <sup>th</sup> October 2021
<b>RETURN QUOTE TO:</b>	Jan Giles via NHS Sourcing
Bidders are invited to prepare a fully costed proposal based on the project information below and return to the requestor by the date and time indicated above. Thank you.	
PROJECT INFORMATION	
PROJECT DESCRIPTION	
<p>NHS Kirklees Clinical Commissioning Group (CCG) wishes to appoint a consultant to produce a Primary Care Network (PCN) estate strategy for the 5 PCNs across the Greater Huddersfield area.</p> <p>The final deliverable arising from the programme of work will support understanding of the current GP practice estate provision within its boundary, the capacity and utilisation rates and the overall condition of the buildings.</p> <p>The PCNs have a need to understand the suitability of the estate to accommodate an expanding primary care workforce and the delivery of enhanced community services. The PCNs must plan for the sustainability of the current estate in the future and therefore the reviews should consider the durability of the estate across the short, medium and long term.</p> <p>The PCN estates strategy will need to be evidenced based, referenced and specific wherever possible. It will highlight where the gaps are in the clinical offering – what does the clinical need / demand look like now and future trends versus the clinical resource availability (skills, capacity, profile, numbers, location etc).</p> <p>The appointed consultants will have to effectively engage with local primary care to co-produce an effective and robust estates strategy, which documents patient needs and clinical resource understanding and profiling to avoid the risk of developing under-utilised / redundant spaces.</p>	
PURPOSE	
<p>The purpose of this work is to support the PCNs optimise use of the existing GP estate in the delivery of high-quality primary care and collaborative service model (community-hub type) arrangements.</p> <p>The strategy will support investment decisions and ensure the primary care estate is in alignment with emerging wider health and care service models that meet the needs of the local population.</p>	
SPECIFICATION AND REQUIREMENTS	

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The CCG requires the production of a single coherent strategy document covering all 5 PCNs but containing 3 sub-sections which outline the specific considerations associated with the following:

1. Greenwood Network, Tolson Care Partnership and The Viaduct Care Network
2. The Valleys Health and Social Care Network
3. The Mast Primary Care Network

The approach used will reflect learning from PCN estates strategy development currently underway in the North Kirklees area of the CCG and the work will also utilise information gleaned from the National Primary Care Data Gathering Exercise, and data obtainable via the SHAPE (Strategic Health Asset Planning and Evaluation) tool, to minimise the requirement for additional data collection from individual GP practices.

The appointed team is expected to undertake the following activities:

- Preparing, arranging and chairing of stakeholder engagement meetings and ongoing project meetings as required
- A comprehensive review of the current estate, its condition and utilisation rates
- Liaison with the West Yorkshire & Harrogate Integrated Care System (ICS) Population Health Analytics to confirm population needs analysis
- Collection of additional GP Premises data (elements of 6 facet survey) to be confirmed by CCG
- Identification of any existing issues and physical condition of the buildings
- Identification of the potential impact of the PCN Additional Roles and an expanding primary care workforce on the current estate provision
- Solution-finding in respect of improving utilisation of existing estate, delivering better services and identifying aspects of the GP estate that require improvement or disposal
- Assess the local and national priorities including working at scale, Local Authority priorities and PCN population health priorities and align these with the suitability of the current estate
- Identify future development needs to support the sustainability of the PCN's primary care estate
- Incorporate findings, recommendations and key considerations from the previously commissioned Huddersfield Town Centre Feasibility Study report
- Identification of opportunities to improve the current estate
- Identification of opportunities to co-locate services
- Impact of any potential disposals
- A site search for local development land and/or buildings, including indicative costs where possible, for the provision of existing and new services
- Assemble appropriate data for any land or buildings identified including ownership, mortgage debt, property condition and access
- Ensure that all presented opportunities maximise the use of existing estate and where future development is proposed, to assess value for money
- Presentation of short, medium and longer-term challenges and solutions to the primary care estate

## TARGET AUDIENCE

The reports are to be prepared for the PCN clinical directors, member GP practices within the PCNs and NHS Kirklees CCG.

The reports will be shared with partners including NHS England and NHS Improvement, Kirklees Council, local NHS Trusts, Kirklees Strategic Estates Group, West Yorkshire and Harrogate ICS and other bodies as appropriate.

## ASSESSMENT CRITERIA

The fee proposal will be assessed based on the following criteria:

- Experience and case studies
- Proposed forms of communication
- Proposed resources
- Innovation and methodology for completion of study
- Value for money
- Commitment to timescales (<28/02/2022)

## DELIVERABLE

The main deliverable is a strategy report document with the following structure:

1. Introduction

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2. Objectives and Rationale
3. Scope and Methodology
4. Drivers for Change
5. Current Estate Review
6. Gap Analysis
7. Local Search Options
8. Work Programme (Estates Strategy)
9. Geographic considerations;
  - a. Greenwood Network, Tolson Care Partnership and The Viaduct Care Network
  - b. The Valleys Health and Social Care Network
  - c. The Mast Primary Care Network
10. Conclusions and Recommendations
11. Next Steps

## SUPPORTING INFORMATION

1. NHS Kirklees CCG Interim Local Primary Care Estates Development Principles (2020) – attachment
2. Primary Care Networks in NHS Kirklees CCG [Primary care networks - NHS Kirklees Clinical Commissioning Group \(kirkleesccg.nhs.uk\)](https://www.kirkleesccg.nhs.uk/primary-care-networks)
3. Five Year Forward View  
<https://www.england.nhs.uk/wp-content/uploads/2014/10/5yfv-web.pdf>
4. General Practice Forward View  
<https://www.england.nhs.uk/wp-content/uploads/2016/04/gpfv.pdf>
5. The NHS Long Term Plan  
<https://www.longtermplan.nhs.uk/wp-content/uploads/2019/08/nhs-long-term-plan-version-1.2.pdf>
6. NHS GMS Premises Cost Directions (2013)  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/184017/NHS\\_General\\_Medical\\_Services\\_-\\_Premises\\_Costs\\_Directions\\_2013.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/184017/NHS_General_Medical_Services_-_Premises_Costs_Directions_2013.pdf)
7. NHS ENGLAND BUSINESS CASE APPROVALS PROCESS GUIDANCE: Capital Investment, Property, Equipment & Digital Technology proposals (June 2018)  
<https://www.england.nhs.uk/wp-content/uploads/2018/10/a1p-nhse-bc-approvals-guide.pdf>
8. ADVICE NOTE FOR PCN CLINICAL DIRECTORS: Accommodating additional Multi-Disciplinary Team (MDT) staff appointed under the Network Contract DES (June 2020)  
<https://www.england.nhs.uk/wp-content/uploads/2020/10/pgm-annex-1-advice-note-for-providers.pdf>
9. Guidance for Commissioners on Contractor applications for new or expanded estate driven by the PCN Extended Roles workforce (October 2020)  
<https://www.england.nhs.uk/wp-content/uploads/2020/10/pgm-annex-3-guidance-for-commissioners-contractor-applications-for-new-or-expanded-estate-driven-by-pcn.pdf>
10. Primary care networks: critical thinking in developing an estate strategy (March 2020)  
[https://napc.co.uk/wp-content/PDF/NAPC\\_estates\\_guide\\_web.pdf](https://napc.co.uk/wp-content/PDF/NAPC_estates_guide_web.pdf)
11. NHS England: Primary Care Networks – plans for 2021/22 and 2022/23  
<https://www.england.nhs.uk/wp-content/uploads/2021/08/B0828-i-gp-contract-letter-pvns-21-22-and-22-23.pdf>