

Appendix 2: Terms of Reference

Manchester Pharmaceutical Needs Assessment (PNA) Steering Group

1. Purpose

To develop a PNA for Manchester HWB that fulfils the statutory requirements specified in 'The National Health Service (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013.

To identify and report any risk to the HWB that might jeopardise the successful completion of the above.

2. Chair

Lead Pharmacist and Deputy Head of Medicines Optimisation for Manchester Clinical Commissioning Group (CCG)

3. Membership

Representatives from:

- Manchester CCG including:
 - Senior Medicines Optimisation Pharmacist
 - Pharmacy technician project support
- Manchester City Council
 - Consultant in Public Health, Population Health and Wellbeing Team
- NHS England
 - Senior Primary Care manager, Optometry and Pharmacy
- Greater Manchester Local Pharmaceutical Committee including:
 - Manchester CCG GMLPC representative
 - GMLPC Commissioned Service lead

4. Reporting

All outputs of the steering group will be approved via the Manchester Area Prescribing Committee and reported to the Health and Wellbeing Board (HWB) via the HWB Lead

5. Frequency of Meeting

It is envisaged that the group will 'meet' both electronically and in person as often as required to ensure successful completion of the PNA.

6. Responsibilities

Manchester CCG medicines optimisation team will lead the development of the PNA and may ask for support from all stakeholders during the process with regards to reviewing specific areas.