

Manchester PNA 2023-2026 Appendix 2: Steering Group Terms of Reference

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

Senior Medicines Optimisation Advisor – Community Pharmacy. The Community Pharmacy Project Lead Technician for Greater Manchester Integrated Care, Manchester Locality.

3. Membership

Representatives from:

- Greater Manchester Integrated Care, Manchester Locality including:
 - Senior Medicines Advisor
 - Project Lead Pharmacy Technician

- Manchester City Council
 - Consultant in Public Health, Population Health 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 virtually and in person as often as required to ensure successful completion of the PNA. The frequency will be decided within the first steering group meeting.

6. Responsibilities

Greater Manchester Integrated Care Manchester locality 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.

7. References

Department of Health and Social Care. October 2021. Pharmaceutical Needs Assessment: Information pack for local authority health and wellbeing boards. [online] available from: www.gov.uk (accessed 21/02/2022)