

## Appendix Two – Terms of Reference

<b>Name of Committee</b>	Pharmaceutical Needs Assessment (PNA) Steering Group
<b>Connectivity</b> Reports to	Updates to the Health and Wellbeing Board (HWB) via the HWB Lead/HWB PNA Champion
Bodies reporting to this Group	None
<b>Chair</b>	Senior Medicines Optimisation Pharmacist
<b>Membership</b>	<p>Representatives from the Greater Manchester Joint Commissioning team (GMJCT):</p> <ul style="list-style-type: none"><li>• Senior Medicines Optimisation Pharmacist</li><li>• Project Manager</li></ul> <p>Representatives from Oldham Council</p> <p>Representatives from NHS Oldham CCG</p> <p>NHSE&amp;I Representative (GM Team)</p> <p>LPC Representative</p>
<b>Function of Committee</b>	<p>To develop a PNA for Oldham HWB that fulfills the statutory requirements specified in 'The National Health Service (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013.</p> <p>To identify and report any risk to the HWB that might jeopardise the successful completion of the above.</p>
<b>Responsibilities/Actions</b>	GMJCT will lead the development of the PNA and will ask for support from all stakeholders during the process with regards to reviewing specific areas.
<b>Outputs of the Group</b>	To produce a Pharmaceutical Needs Assessment for Oldham HWB.
<b>Frequency of Meetings</b>	It is envisaged that the group will meet via Microsoft teams, and have email exchanges, as often as required to ensure successful completion of the PNA.