

Appendix 1.

Brent Pharmaceutical Needs Assessment Steering Group Terms of reference

Purpose

To direct and oversee the production of and consultation on a revision of the Brent Pharmaceutical Needs Assessment (PNA), on behalf of the Health and Wellbeing Board, for the revised PNA to be published by 01 October 2025

Context

If a person wants to provide NHS pharmaceutical services, they are required to apply to the NHS to be included on a pharmaceutical list. Pharmaceutical lists are compiled and held by the NHS Commissioning Board, now known as NHS England. This is commonly known as the NHS “market entry” system.

Under the NHS (Pharmaceutical and Local Pharmaceutical Services) Regulations (“the 2013 Regulations”), a person who wishes to provide NHS pharmaceutical services must generally apply to NHS England to be included on a relevant list by proving they are able to meet a pharmaceutical need as set out in the relevant PNA.

The Health and Social Care Act 2012 established HWBs. The Act also transferred responsibility to develop and update PNAs from PCTs to HWBs. Responsibility for using PNAs as the basis for determining market entry to a pharmaceutical list transferred from PCTs to NHS England from 01 April 2013.

The NHS Act 2006 (the “2006” Act), amended by the Health and Social Care Act 2012, sets out the requirements for HWBs to develop and update PNAs and gives the Department of Health (DH) powers to make Regulations.

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(1) Each Health and Wellbeing Board must in accordance with the 2013 Regulations:

- (a) assess needs for pharmaceutical services in its area, and
- (b) publish a statement of its first assessment and of any revised assessment.

(2) The 2013 Regulations make provision:

- (a) as to information which must be contained in a statement;
- (b) as to the extent to which an assessment must take account of likely future needs;
- (c) specifying the date by which a Health and Wellbeing Board must publish the statement of its first assessment;
- (d) as to the circumstances in which a Health and Wellbeing Board must make a new assessment.

(3) The 2013 Regulations in particular make provision:

- (a) as to the pharmaceutical services to which an assessment must relate;
- (b) requiring a Health and Wellbeing Board to consult specified persons about specified matters when making an assessment;
- (c) as to the manner in which an assessment is to be made;
- (d) as to matters to which a Health and Wellbeing Board must have regard when making an assessment.

Responsibilities

- The Steering Group will oversee the production of a revision of the Brent PNA in accordance with the 2013 Regulations.
- The Group will ensure that the PNA is of high quality, specifically it will ensure that the PNA:

- o includes pharmacies and the services they already provide. These will include dispensing, providing advice on health, medicines reviews and local public health services, such as stop smoking, sexual health and support for drug users.
 - o looks at other services, and services available in neighbouring HWB areas that might affect the need for services in its own area.
 - o examines the demographics of Brent's population, across the area and in different localities, and their needs.
 - o looks at whether there are gaps that could be met by providing more pharmacy services, or through opening more pharmacies. It should also take account of likely future needs.
 - o contains relevant maps relating to the area and its pharmacies.
 - o Is aligned with other plans for local health and social care, including the Joint Strategic Needs Assessment (JSNA).
- The Group will ensure consultation in accordance with the 2013 Regulations
 - The Group will ensure the timely publication of the revision of the PNA.

Membership:

Consultant in Public Health: Chair
 Public Health Strategist: Jodie Rojas-Agudelo
 Brent Council analyst
 LPC nominee(s)
 ICB / ICP : medicines management, primary care, consultation / engagement
 Healthwatch representative
 NHS E representative: to be invited