



**North Central London
Pharmacy Leaders Forum
Terms of Reference**

Document control

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Target audience

This document has been written to provide oversight to the Integrated Medicines Optimisation Committee.

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1. Background

The North Central London Integrated Care System (NCL ICS) is a partnership of organisations that delivers health and care services across five boroughs: Barnet, Camden, Enfield, Haringey and Islington. The NCL ICS was established in July 2022 to:

- Improve outcomes in population health and healthcare
- Tackle inequalities in outcomes, experience and access
- Enhance productive and value for money
- Help the NHS support broader local social and economic development

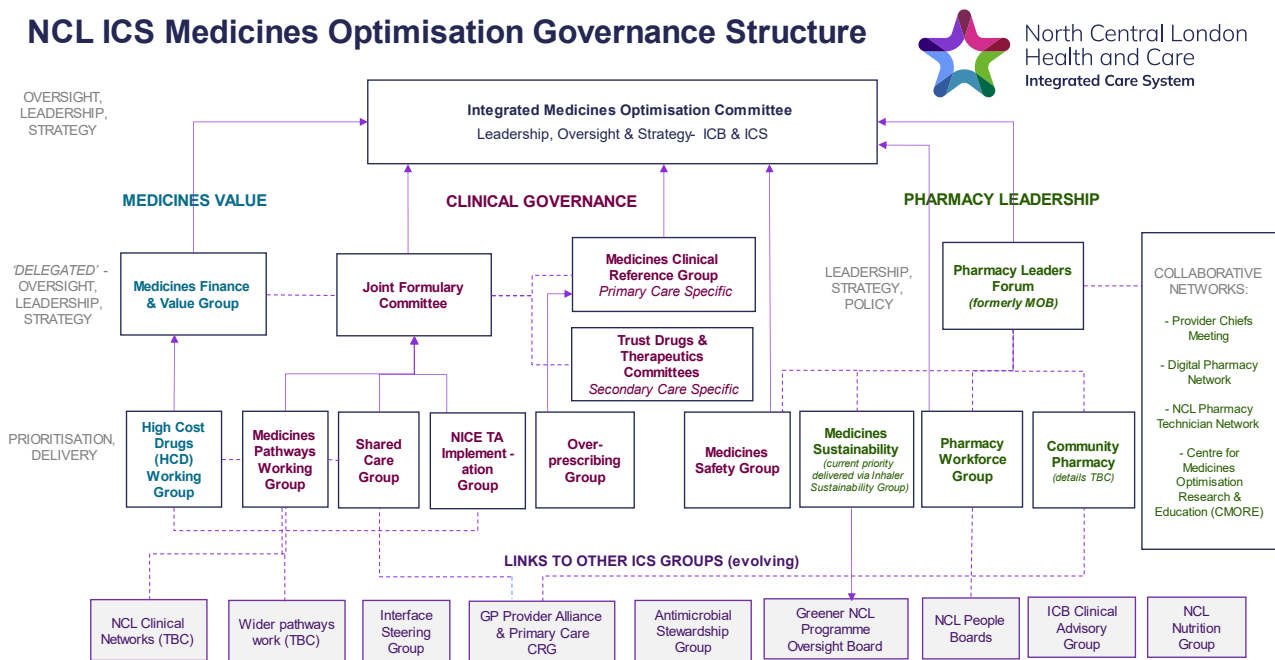
The vision for medicines optimisation in NCL ICS is *'to improve the health and wellbeing of our population through the best use of medicines and pharmacy'*.

2. Introduction

The NCL Medicines Optimisation agenda is governed by the NCL Integrated Medicines Optimisation Committee (NCL IMOC). IMOC provides oversight and assurance on the NCL Integrated Care Board's (ICB) statutory functions on medicines to ensure consistent access to safe, effective and best-value medicines. IMOC also ensures co-operation and consistency of approach to medicines optimisation across the NCL ICS. The NCL Pharmacy Leaders Forum (PLF) reports to the NCL IMOC and provides strategic pharmacy leadership and collaboration for pharmacy and medicines optimisation workstreams and opportunities across NCL. The NCL PLF does not hold decision-making responsibilities on behalf of the ICS but will work closely to support stakeholders and linked governance groups with pharmacy leadership and collaborative engagement and escalate issues requiring further attention to IMOC or the relevant decision-making body.

3. NCL ICS Medicines Optimisation

The figure below provides a summary of the NCL ICS Medicines Optimisation Governance Structure and lines of reporting and communication between these groups.



V1.0. July 2024

Note: solid lines indicate a line of reporting. Dotted lines indicate a line of engagement and collaborative working.

4. Member Organisations

- NHS North Central London ICB
- North London NHS Foundation Trust
- North Middlesex University Hospital NHS Trust
- Royal Free London NHS Foundation Trust
- University College London Hospitals NHS Foundation Trust
- Whittington Health NHS Trust
- Great Ormond Street Hospital for Children NHS Foundation Trust
- Moorfields Eye Hospital NHS Foundation Trust
- Royal National Orthopaedic Hospital NHS Trust
- Central London Community Healthcare NHS Trust (Community services to Barnet)
- Central and North West London NHS Foundation Trust (Community services to Camden)
- The Tavistock and Portman NHS Foundation Trust (no Pharmacy)

5. Strategic Objectives

- Provide pharmacy and medicines leadership, strategic and policy expertise to the NCL ICS.
- Enable a joined up whole system approach to ensure that NHS pharmacy and medicines resources are used efficiently and sustainably in NCL, promoting the concept of collective responsibility for medicines within an ICS.

- Support the activity of pharmacy collaborative networks and groups by providing a forum for cross-sector senior pharmacy leadership input, engagement and dissemination. These include:
 - Medicines Safety Group
 - Medicines Sustainability
 - Pharmacy Workforce Group
 - Community Pharmacy
 - Provider Trust Chief Pharmacist Collaborative
 - Digital Pharmacy Network
 - NCL Pharmacy Technician Network
 - Centre for Medicines Optimisation Research and Education (CMORE)
- Identify opportunities to harness expertise and optimise utilisation of the pharmacy workforce.
- Identify, review and respond to prescribing and medicines optimisation opportunities (e.g. RPS, SPS, NHS England, NICE guidance) relevant to NCL.
- Report to the IMOC where there are significant barriers or issues for escalation.
- To take direction from and work collaboratively with other regional and national Medicines Optimisation Groups to promote consistency and efficiency.

6. Chair Responsibilities

The position of Chair will be held by the NCL ICS Chief Pharmacist. A Vice-Chair will be selected from within the PLF membership.

The Chair is a key member of the PLF, taking responsibility for its effective functioning. The Chair should provide clear leadership and direction to the Group. They should ensure a focussed and balanced debate at meetings, which enables a decision with a clear way forwards to be reached. The Chair is fundamental in creating an environment of collaboration, innovation and teamwork.

7. Member Responsibilities

- Provide professional leadership on medicines optimisation across NCL, taking ownership of decisions within own organisation.
- Regularly attend the meeting, nominating a deputy with sufficient authority if unable to attend.
- Be sufficiently aware of agenda items to be able to drive forward points under discussion.
- Be aware of the wider health economy and provision of health care when making decisions.
- Declare any financial and personal conflicts of interest.
- Ensure that NCL patients are at the centre of all decisions that are made.
- Ensure that diverse leadership and the experience of BaME colleagues is at the heart of the ICS workforce strategy and develop measures to demonstrate achievement of Equality, Diversity and Inclusion initiatives.
- Ensure that all parts of the pharmacy system have a voice and a responsibility to deliver against plans.
- Support the implementation of decisions, which may include Chairing or participating in a SLWG (established or new), providing updates as necessary.

- Improve medicines optimisation by reviewing the NHSE Medicines Optimisation and other appropriate dashboards and identifying where action can be taken locally.
- Work across sectors to implement opportunities locally, that have been identified as leading to improved patient outcomes, using established structures, where possible e.g. Discharge Medicines Service.
- Draw on existing resources and expertise, reducing duplication and sharing best practice.
- Identify and support implementation of opportunities for medicines optimisation related audits.

8. Secretariat Responsibilities

Secretariat support will be provided by the NCL IPMO Programme team.

The Secretariat will:

- Agree agenda items with the Chair.
- Provide administrative support for the group.
- Support the delivery of the strategic objectives of the workstream.
- Co-ordinate declarations of interest submissions.

9. Patient Representative Responsibilities

- Regular attendance of the meetings.
- Offer patient/service user perspectives to discussions.
- Declare any conflicts of interest

10. Membership

- ICS Chief Pharmacist
- Provider Chief Pharmacists* from each NCL Acute, Specialist, Mental Health, and Community Trust
- NCL ICB Pharmacy Leads
- NCL PCN and Training Hub representation
- Local Pharmaceutical Committee representation
- Patient representative
- NCL Medicines Sustainability Lead
- NCL IPMO Programme team Leads
- JFC Lead

*Chief Pharmacist or nominated deputy with delegated authority.

11. Invited attendees

The PLF welcomes members of regional NHS organisations such as the NCL Care Homes Task Force, NHSE Specialised Commissioning, Primary Care Network, Local authority and London Procurement Partnership to attend the PLF meetings as attendees.

12. Meeting Frequency

Two hour meetings held every two months.