

**Terms of Reference and Membership
Occupational Health Contract Performance Review Group**

The Contract Review group will report to the Workforce Sub Committee and the Terms of Reference are set out below:

- To oversee the performance of the PAM Occupational Health and Wellbeing Contract against agreed Key Performance Indicators (KPI's)
- To oversee and agree action plans to address areas of non – compliance
- To maintain oversight of any operational/service issues
- To oversee the implementation of an agreed Health and Wellbeing Plan for the organisation

Membership of the Occupational Health Contract Review Group will include:

- Chris Berry, Associate Director of HR (Chair)
- Ashley Murtagh, Head of Procurement
- Emma Carey, Contracts Manager
- Emma Ellis, Corporate Account Manager
- Sharon Duffy, Lead Nurse Infection Prevention and Control
- Sue Coffee, Head of Allied Health Professionals
- Nicola Oshea, Account Director PAM Ltd
- Meagan Fernandes, Head of Corporate HR Support
- Julia Cross, Head of Resourcing
- Frieza Mahmood, Head of HR Operations
- Saj Mahmood, Workforce Information Manager (by invitation)

Meeting Frequency:

The contract Performance Review Meetings will take place monthly