

## ICB Primary Care Commissioning Committee

<b>Date of meeting</b>	29 August 2024
<b>Title of paper</b>	Committee Escalation and Assurance Report
<b>Presented by</b>	Peter Tinson, Director of Primary and Community Care
<b>Author</b>	Sarah Danson, Senior Delivery Assurance Manager David Armstrong, Senior Delivery Assurance Manager
<b>Agenda item</b>	9
<b>Confidential</b>	No

<b>Executive summary</b>		
<p>This report highlights key matters, issues, and risks discussed at the below group meetings since the last report to the Committee on 13<sup>th</sup> June 2024 to advise, assure and alert the Primary Care Commissioning Committee.</p> <ul style="list-style-type: none"> <li>• Primary Medical Services Group: Peter Tinson (Director of Primary and Community Care)</li> <li>• Primary Dental Services Group: Amy Lepiorz (Associate Director Primary Care)</li> <li>• Pharmaceutical Services Group: Amy Lepiorz (Associate Director Primary Care)</li> <li>• Primary Optometric Services Group: Dawn Haworth (Head of Delivery)</li> <li>• Primary Care Capital Group: Donna Roberts (Associate Director of Primary Care)</li> </ul> <p>Each summary report also highlights any issues or items referred or escalated to other committees or the Board. Appended to the report are the risks currently being managed by the respective groups.</p> <p>Reports approved by each Group Chair are presented to Committee to provide assurance that the committees have met in accordance with their terms of reference and to advise the Committee of business transacted at their meeting.</p>		
<b>Recommendations</b>		
<p>The Primary Care Commissioning Committee is requested to:</p> <ul style="list-style-type: none"> <li>• <b>Receive</b> and <b>note</b> the Alert, Assure, Advise (AAA) reports from the five delegated primary care groups and risk registers from each group</li> </ul>		
<b>Which Strategic Objective/s does the report contribute to</b>		<b>Tick</b>
1	Improve quality, including safety, clinical outcomes, and patient experience	<b>X</b>
2	To equalise opportunities and clinical outcomes across the area	
3	Make working in Lancashire and South Cumbria an attractive and desirable option for existing and potential employees	
4	Meet financial targets and deliver improved productivity	

5	Meet national and locally determined performance standards and targets			
6	To develop and implement ambitious, deliverable strategies			
<b>Implications</b>				
		<b>Yes</b>	<b>No</b>	<b>N/A</b>
	<b>Comments</b>			
Associated risks				Any risks for the Committee's awareness are included in the triple A report
Are associated risks detailed on the ICB Risk Register?				
Financial Implications				
<b>Where paper has been discussed (list other committees/forums that have discussed this paper)</b>				
<b>Meeting</b>	<b>Date</b>	<b>Outcomes</b>		
Primary Medical Services Group	20/06/2024 25/07/2024	To provide oversight to the Primary Care Commissioning Committee of business conducted at the Groups during this period.		
Primary Dental Services Group	27/06/2024 25/07/2024			
Primary Optometric Services Group	26/06/2024			
Pharmaceutical Services Group	19/06/2024			
Primary Care Capital Group	19/06/2024			
<b>Conflicts of interest associated with this report</b>				
Not applicable				
<b>Impact assessments</b>				
	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Quality impact assessment completed			X	
Equality impact assessment completed			X	
Data privacy impact assessment completed			X	
<b>Report authorised by:</b>	Craig Harris, Chief Operating Officer			

# ICB Primary Care Commissioning Committee

## 29 August 2024

### Committee Escalation and Assurance Report

#### 1. Introduction

1.1 This report highlights key matters, issues, and risks discussed at the Service Group meetings since the last report to the Committee to advise, assure and alert the Primary Care Commissioning Committee.

Committee: Primary Medical Services Group	Date: 20 <sup>th</sup> June 2024	Chair: Peter Tinson
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Key Items Discussed		
Issue	Committee Update	Action
<b>Alert</b>		
<b>Options Appraisal for the Special Allocation Scheme</b>	<p>The current Special Allocation Scheme contract is due to cease on 30<sup>th</sup> November 2024. The group was asked to consider the three options for the future provision of the service shared within the paper. It was highlighted that there had been several market engagements carried out with only the incumbent provider expressing an interest.</p> <p>The group agreed to support the option to award a contract to the current provider for a period of 3 years plus an optional 2-year extension. It was noted that some supporting information relating to due diligence was still awaited.</p>	Paper to be submitted to August meeting of Primary Care Commissioning Committee including additional information relating to due diligence.
<b>Advise</b>		
<b>Risk Register</b>	The current risk log report was shared with the Group and a number of risks were approved for closure.	
<b>Leyland Primary Care Network</b>	<p>In April 2024, the Lancashire Central and West place facing team received notification from both Moss Side Medical Practice and Clayton Brook Surgery that they wished to leave the Leyland Primary Care Network (PCN) due to an irretrievable breakdown in relationships. The group were presented with three options with the most favourable being the option to allow the practices to move into Greater Preston PCN, dependent on the outcome of the PCN Board Meeting in early July. This is the preferred option of the two practices.</p>	An updated paper will be brought to the July 2024 meeting of the Primary Medical Services group for further discussions.

	The group requested that additional information is sought from the practices to support their case for joining with the Greater Preston Primary Care Network.	
<b>Assure</b>		
<b>Out of Hours Contracting Arrangement – Kirkham Practices</b>	<p>Historically, two GP practices in Kirkham have previously opted into providing an out of hours service which they subcontracted to another provider.</p> <p>The legacy CCG used to receive an Out of Hours Development Fund which was used to top up the payments of the service by £30,000. The group was informed that the funding no longer exists and the practices conducting the service are receiving enough to broadly cover the costs however, the ICB has been asked to consider whether it should continue with the current arrangement.</p> <p>The Primary Medical Services Group agreed to the review of funding being included in the Local Enhanced Services Review and that funding should continue for this financial year.</p>	Director of Primary and Community Care to discuss finance implications with Associate Director of Finance.
<b>Delegated Assurance Framework</b>	The Delegation Assurance Framework was shared for Q1 23-24 for the group's review and agreement. All indicators for medical are rated green. The group agreed the content of the framework and the ratings for the indicators presented in the report.	
<b>Delegated Decision-Making Matrix</b>	The delegated decisions making matrix has been updated to reflect any decisions made by the group which need to be notified to NHS England as part of the North West Delegation Agreement Notification protocol. The protocol has been implemented to provide details of any decisions made by Integrated Care Boards (ICBs) relating to the four primary care groups which need to be notified to the NHS England regional office. The decision-making matrix has also been updated to reflect any decisions which require the completion of a Quality Impact Assessment (QIA), Equality and Health Inequalities Impact and Risk Assessments (EHIIRA) and Data Protection Impact Assessments (DPIA).	

**2. Summary of items or issues referred to other committees or the Board over the reporting period.**

Committee and Date	Item or Issue	Referred to
Primary Medical Services Group – 20 <sup>th</sup> June 2024	Special Allocation Scheme	Primary Care Commissioning Committee – 29 <sup>th</sup> August 2024

<b>Committee: Primary Medical Services Group</b>	<b>Date: 25<sup>th</sup> July 2024</b>	<b>Chair: Peter Tinson</b>
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<b>Key Items Discussed</b>		
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<b>Issue</b>	<b>Committee Update</b>	<b>Action</b>
<b>Alert</b>		
<b>P81740 Adlington Medical Centre – Application to Close a Branch Surgery (Medicare Unit Surgery, Lostock Hall.</b>	<p>An application has been received from P81740 Adlington Medical Centre to close its branch surgery site at Medicare Unit Surgery, 1 Croston Road, Lostock Hall, Preston, PR5 5RS.</p> <p>The group agreed to endorse the recommendation to Primary Care Commissioning Committee to support the application submitted by Adlington Medical Centre to close its branch surgery site.</p>	Paper to be submitted to August meeting of Primary Care Commissioning Committee.
<b>Leyland Primary Care Network (PCN)</b>	<p>At the meeting of the Primary Medical Services Group in June 2024, an application from Moss Side Medical Centre and Clayton Brook Surgery to leave Leyland PCN was considered. This was following an irreparable breakdown in relationships between themselves and the rest of the practices in the Leyland PCN.</p> <p>Following on from the June 2024 meeting Greater Preston and Preston South Ribble PCN have declined applications for the practices to join their PCNs. The remaining option available for the ICB is to allocate the practices to a PCN.</p> <p>The group requested a further paper outlining all the allocation options available to the ICB including the option not to allocate.</p>	Paper to be brought back to a future meeting of the Primary Medical Services Group.
<b>Advise</b>		
<b>Hyndburn Central Enhanced Access Service</b>	<p>Hyndburn Central Primary Care Network have proposed to deliver the Enhanced Access Service for Hyndburn Central starting 1st August 2024. Although there have been some challenges in agreement of the new model from GP practices, the group was made aware that all parties are now in agreement.</p> <p>Further engagement is required with Richmond Medical patients following the decision from the Primary Medical Services Group. The new model will provide the following –</p> <ul style="list-style-type: none"> <li>• More Appointments</li> <li>• Increased Skill Mix of Practitioners</li> <li>• Monitoring and Management of Usage</li> <li>• Thoughtful Allocation of Professional to Need</li> <li>• Opportunity to Systematically Share Feedback</li> <li>• Opportunity to Share Clinical Audit Data</li> </ul>	<p>Director of Primary and Community Care to seek approval from the chair of the Primary Care Commissioning Committee for the change in service provider.</p> <p>Request also to the Primary Care Commissioning Committee to update the decision making matrix to allow the Primary Medical Service Group to approve changes in the operational delivery of Enhanced Access.</p>

	<p>The group agreed to approve the proposal for Hyndburn Central PCN to deliver the Enhanced Access Service for Hyndburn Central starting 1st August 2024.</p> <p>It was noted that under the terms of the decision making matrix any decisions in terms of changes to service provider need to be approved by the Primary Care Commissioning Committee</p>	
<b>P81674 Stanley Court Surgery – Application to Close List</b>	<p>P81674 Stanley Court Surgery has requested to temporary close their list to new patient registrations for a period of 9 months. This is due to staff sickness at the practice.</p> <p>The group was made aware that neighbouring practices are supportive of the request. The closure of the practice list at Stanley Court Surgery will allow them to continue a high level of care to the patients they currently have.</p> <p>The group discussed the elements of the paper and agreed to approve the application for the practice to close their list to new patients.</p>	<p>Practice to be notified of the decision.</p> <p>NHS England to be notified of closure under the North West Delegation Agreement Notification Protocol.</p>
<b>Stamp Duty Land Tax – Funding Decision Criteria</b>	<p>The ICB is required to consider an application for financial assistance from any GP practice under the Premises Cost Directions 2024 and in appropriate circumstances and having regard for budgetary targets grant that application.</p> <p>The group agreed to approve GP contractors' applications for financial support in line with the requirements of Premises Cost paragraph 31 and where the local considerations are also met. The group approved the decision criteria outlined in the report and delegated approval to the primary care capital working group in line with the decision-making matrix.</p>	
<b>Investment and Impact Fund 2023/2024 – End of Year Process and Achievement</b>	<p>The Investment and Impact Fund (IIF) forms part of the Network Contract Directed Enhanced Services (DES). The IIF for 2023/2024 was redesigned to focus on five key national clinical priorities.</p> <p>Notification was received from the Calculating Quality Reporting Service (CQRS) on 21st June informing commissioning organisations that the IIF achievement calculation had completed and was available for PCNs to declare.</p> <p>The group noted Primary Care Networks who have already declared and the payments which will be made in August 2024.</p> <p>The group also noted process for PCNs who believe their data is inaccurate and have submitted evidence against one or more indicators for review.</p>	<p>Primary care place facing teams to update data as required to enable PCNs to receive payments in August 2024 as per the requirements of the PCN DES</p>

<p><b>Capacity and Access Improvement Payment (CAIP) – 2023/2024</b> <b>Local Process and Submissions to date</b></p>	<p>The Capacity and Access Payment for 2023/2024 consists of two parts:</p> <ul style="list-style-type: none"> <li>- National Capacity and Access Support Payment: 70% of funding was unconditionally paid to PCNs, proportionally to their Adjusted Population, in 12 equal payments over the 2023/2024 financial year.</li> <li>- Local Capacity and Access Improvement Payment: part or all of 30% of the funding will be paid to PCNs based on commissioner assessment of a PCN's improvement in three areas. The maximum a PCN could earn is £1.185 multiplied by the PCN's Adjusted Population as of 1 January 2023.</li> </ul> <p>All Primary Care Networks had been asked to submit all their data by 10<sup>th</sup> May 2024, The primary care place facing teams have reviewed all the data submitted.</p> <p>The Primary Medical Services Group noted the achievement by each PCN and the payments which will be made to the PCNs in August 2024. The Group did not approve the achievement of Ease of Access and Demand Management for Hyndburn Central PCN as a practice did not meet all the requirements around a telephony system with the required functionality, within the CAIP year of 2023/2024.</p> <p>The request to recommend retaining any monies not paid to PCNs to ensure further local access improvement in General Practice was not approved as this was not felt to be within the groups remit. It was proposed that amounts which were forecasted to be retained needed to be reviewed and further discussions with finance colleagues would be required.</p> <p>The group also noted the request to approve the achievement of Patient Experience for Fleetwood PCN in light of issues experienced with their Friends and Family system. The group did not agree the achievement and requested further information. Additional information in relation to achievement to be reviewed and agreed by Director of Primary and Community Care as Chair's action.</p>	<p>Director of Primary Care to take Chairs Action to review and approve additional information supplied in relation to Fleetwood PCN Patient Experience achievement.</p>
<p><b>Capacity and Access Improvement Payment – 2024/2025</b></p>	<p>The Capacity and Access Payment for 2024/2025 consists of two parts:</p> <ul style="list-style-type: none"> <li>- National Capacity and Access Support Payment (CASP)</li> </ul>	

<p><b>Local Process and Submissions to date</b></p>	<ul style="list-style-type: none"> <li>- Local Capacity and Access Improvement Payments (CAIP)</li> </ul> <p>The Local Capacity and Access Improvement Payment focuses specifically on implementing the following three domains of the Modern General Practice Access Model:</p> <ul style="list-style-type: none"> <li>- Better digital telephony</li> <li>- Simpler online requests</li> <li>- Faster care navigation, assessment, and response</li> </ul> <p>The group agreed to approve the process outlined for approving submissions and authorising payments to PCNs and noted the PCNs who have submitted for 2024/2025 to date and agreed these can be authorised for payment.</p>	
<p><b>Post Payment Verification Process for Network Contract Direct Enhanced Service (DES) 2023/2024</b></p>	<p>The Network Contract DES Specification 2023/2024 states that a Primary Care Network and its Core Network Practices are required to adhere to current financial standards that are in place across the NHS. The DES also states that the commissioner is responsible for Post Payment Verification of any monies paid to PCNs.</p> <p>The group agreed to approve the Post Payment Verification template and process for use with PCNs across the Lancashire and South Cumbria. To review payments made to PCNs during 2023/24 under the Network Contract DES</p>	
<b>Assure</b>		
<p><b>Local Enhanced Services Review High Risk Drugs Monitoring &amp; Funding Allocations</b></p>	<p>The group was updated about high-risk drugs, (amber drugs) and shared care specifications that have been in place across Lancashire and South Cumbria. There are significant discrepancies in terms of payment and further discussions with the LMC will be had before any formal decisions are made.</p> <p>A detailed paper is to be brought to the group in September/ October. This will allow for more time to discuss the details regarding payments, drugs, and current budgets</p>	
<p><b>Risk Register</b></p>	<p>The risk register was discussed and noted by the group. The update regarding LES Review - High Risk Drugs Monitoring &amp; Funding Allocations will be added onto the risk register.</p>	

**Summary of items or issues referred to other committees or the Board over the reporting period.**

Committee and Date	Item or Issue	Referred to
Primary Medical Services Group 25 <sup>th</sup> July 2024	P81740 Adlington Medical Centre – Application to Close a Branch Surgery (Medicare Unit Surgery, Lostock Hall)	Primary Care Commissioning Committee 29 <sup>th</sup> August 2024



Committee: Primary Care Dental Services Group	Date: 27 <sup>th</sup> June 2024	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee Update	Action
<b>Alert</b>		
<b>Nothing to Escalate</b>		
<b>Advise</b>		
<b>Dr R Dhariwal - 222003/0001 - Incorporation Request to Redbridge Associates Ltd</b>	<p>In April 2024 the Delivery Assurance Team received a formal request from Dr R Dhariwal to incorporate the GDS Contract for the delivery of NHS Dental Services to Redbridge Associates LTD. With a suggested incorporation date of July 1st, 2024.</p> <p>The group reviewed the application in detail, noting two concerns. The contract has reported underperformance since 2019/2020 however, the group noted and recognised the work the practice has done to improve performance over the last year however, the contract is still projecting to underperform for contractual year 2023/24. To lower the financial risk to the ICB the Delivery Assurance Team have recommended a full repayment of the 2023/24 underperformance and a non-recurrent UDA decrease to 22,500 in each contract year until the provider can demonstrate through an action plan and quarterly contract meetings that they have the staff in place to full allocate the contracted 24,250 UDAs.</p> <p>The proposal also included a change to the providers contract opening hours, with a reduction of 2 hours and 30 minutes between the contractual opening hours listed in the providers application and those outlined within the contract. The dental team have recommended that the provider is to increase their opening times on a minimum of 2/3 day per week by a ½ an hour to mitigate the difference between the opening times.</p> <p>The group agreed to approve the contract incorporation subject to conditions, repayment of underperformance, reduction in the targeted UDA and an increase in the contractual opening times.</p>	<p>The Delivery Assurance team to notify the contract holder and to ensure all conditions requested to mitigate risk are agreed prior to incorporation.</p>
<b>Dr R Dhariwal - 117382/0001 - Incorporation Request to Redbridge Associates Ltd</b>	<p>In April 2024 the Delivery Assurance Team received a formal request from Dr R Dhariwal to incorporate the GDS Contract for the delivery of NHS Dental Services to Redbridge Associates LTD. With a suggested incorporation date of July 1st, 2024.</p> <p>The group reviewed the application in detail noted two concerns. The contract has reported underperformance since 2022/23 however, the group noted and recognised the work the practice has done to improve performance over the last year however, the contract is still projecting to</p>	<p>The Delivery Assurance team to notify the contract holder and to ensure all conditions requested to mitigate risk are agreed prior to incorporation</p>

	<p>underperform for contractual year 2023/24. To lower the financial risk to the ICB the Delivery Assurance Team have recommended a full repayment of the 2023/24 underperformance and a non-recurrent UDA decrease to 25,500 in each contract year until the provider can demonstrate through an action plan and quarterly contract meetings that they have the staff in place to full allocate the contracted 33,794 UDAs.</p> <p>The proposal also included a change to the providers contract opening hours, with a reduction of 1 hours and 15 minutes between the contractual opening hours listed in the providers application and those outlined within the contract. The dental team have recommended that the provider complies with the opening times within Schedule 5 of the current contract with no change.</p> <p>The group agreed to approve the contract incorporation subject to conditions, repayment of underperformance, reduction in the targeted UDA and an increase in the contractual opening times.</p>	
<b>My Dentist - Clause 65 - Adding Lancaster to Milnthorpe Contract</b>	<p>A proposal was received from {my}dentist to add their Lancaster Practice as a treatment location to their Milnthorpe Practice for the remainder of 2024/2025. Over the past year {my}dentist have confirmed that they have had difficulties recruiting NHS Dentists within the Milnthorpe practice.</p> <p>In June 2023, {my}dentist had a 2-year pilot training scheme, based within their Lancaster practice, approved by the ICB. {my}dentist have identified one of the dentists currently training in Lancaster will be transferring to Milnthorpe once they have completed their training which is estimated to be within the next 5 months.</p> <p>Under the proposals the patients of the Milnthorpe practice will be offered the option of being seen at Lancaster on a temporary basis until the dentist moves to Milnthorpe. The arrangement will end once the dentist transfers to Milnthorpe and patients will receive care from the same dentist within the Milnthorpe Practice.</p> <p>The group approved the proposal</p>	The Delivery Assurance team to confirm approval
<b>Relocation of Adnan Ashraf practice</b>	<p>The group reviewed the formal application to relocate submitted by the practice and approved the request.</p> <p>The practice relocation was within 100m of the previous site and provided an improve facility for patients.</p>	The Dental Clinical Advisor to undertake a site visit.
<b>Update Bateman &amp; Best - Student</b>	The group approved the providers request to extend the number of student therapists for the 2024/25 academic year to 8 students with a view	

<b>Therapist Extension Request</b>	to extending into future years. The request confirmed that approximately 75% of graduating students remained in employment within Lancashire & South Cumbria and continuing support improves the training capacity within the ICB.	
<b>Mr Allan – Contract Sanctions</b>	In May 24 the group provided approval to issue a breach notice and remedial notice to the provider for not adhering to sections 211 and 212 of the GDS contract and Clause 35 of the GDS Contract regulations. The provider has not responded, and the group has approved the issuing of a further breach notice and remedial notice to the provider. The group confirmed that failure to respond and remediate the notice may lead to a termination of the contract.	Delivery Assurance team to issue a breach notice and remedial notice to the provider.
<b>Update to Dental Policy Book</b>	<p>The policy book for Primary Dental Services is fundamental to the standard processes and is considered our primary reference guide. Latest Update (May 28, 2024) Correspondence has been received from the NHS North West Region Operations Centre about a latest version of the Policy Handbook, this update includes:</p> <ul style="list-style-type: none"> <li>• A revised introduction.</li> <li>• Updates to general contract management.</li> <li>• A new section on opportunities for flexible commissioning.</li> <li>• Additional guidance and updates to Section 8.4.6 concerning contract variations due to persistent under-delivery over multiple contractual years.</li> <li>• New requirements for practices to keep their online profiles up to date and correct.</li> <li>• The full list of changes, highlighted in yellow, can be found in Appendix 1.0.</li> </ul> <p>The May 2024 update is effective immediately.</p>	
<b>Assure</b>		
<b>Delegated Assurance Framework Q1</b>	The Primary Dental Services Group noted The Delegated Services Assurance Framework and reporting process and approved the content of the local delegated services assurance framework for quarter ending June 2024. There are no issues to escalate to the Primary Care Commissioning Committee	
<b>Contract Changes &amp; Contract Hand Backs – May 2024</b>	Assure the Primary Care Commissioning Committee that all processes and contractual changes are in line with the regulations and the delegated authority for the Dental Services Group.	

2. Summary of items or issues referred to other committees or the Board over the reporting period.

Committee and Date	Item or Issue	Referred to
	N/A	

Committee: Primary Care Dental Services Group	Date: 25/07/2024	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee Update	Action
<b>Alert</b>		
<b>Mr Allan – Motion to Terminate</b>	<p>The Primary Dental Services Group has received and approved papers regarding contract sanctions applied to the Mr Allan contract in April and June 2024. Following on from this, after the initial Remedial Notice which the provider failed to comply with, a second Remedial Notice was issued to the provider on 10<sup>th</sup> July 2024, with a deadline to comply by 7<sup>th</sup> August 2024.</p> <p>The paper has been brought back to the Primary Dental Services Group to seek approval for the motion to terminate to be recommended to the Primary Care Commissioning Committee.</p>	The paper is to be submitted to the Primary Care Commissioning Committee for the August 2024 meeting.
<b>Advise</b>		
<b>Incorporation Request - Dr M Tahir &amp; Dr W Tahir</b>	<p>The Delivery Assurance Team received a formal request from Jordan Adams on behalf of Dr M Tahir and Dr W Tahir (partnership) to incorporate the NHS GDS Contract to Accrington Health Suite Ltd in June 2024. The suggested date in the request was June 19<sup>th</sup>, 2024. However, as this date has passed a new date will be requested within the near future.</p> <p>There is a discrepancy between the opening hours listed within schedule 5 from November 2022 and the provider application. It is believed this discrepancy could be due to the applicant viewing this entry as practice opening hours rather than their contracted NHS hours. It was confirmed subject to approval, the ICB Dental Team will discuss this with the provider that the hours within schedule 5 from November 2022 should be maintained.</p> <p>The GDS contract currently contains provisions under Clause 26 meaning that they are only eligible to see patients who are children.</p> <p>However, the provider is currently breaching this clause and recommended for this to be removed from the contract.</p> <p>The incorporation request was approved.</p>	
<b>My Dentist update proposal – Poulton and Fleetwood non recurrent transfer</b>	<p>The Dental Team and the Local Dental Network met with {my}dentist to discuss a proposal to temporary transfer activity from Poulton and Fleetwood to Blackpool and Blackburn, whilst recruitment of a new dentist took place. The proposal contained an agreement from {my}dentist to work with the ICB to undertake some innovative work within the Fleetwood area.</p> <p>The group considered the resource allocation framework and agreed in principle to the proposal</p>	

	subject to a plan being developed for the innovative elements by mid-September.	
<b>2023/2024 End of Year Reconciliation Process</b>	The group was updated on the 2023/2024 End of Year Reconciliation Process including any contract sanctions or breach notices required to conclude the End of Year Process.	The Primary Care Dental Team will administer and action the process in line with the national end of year reconciliation process recommendations, which includes the issuing of breach notices where delivery is below the 96% threshold.
<b>Assure</b>		
<b>National Contract Reform Update – Dental Recruitment Incentive Scheme</b>	NHS England has confirmed their support in approving the top seven candidates for the Golden Hello initiative. Additionally, the ICB has approved another seven candidates under the same terms and conditions across seven more providers, who have been notified of the outcome. This process will be continuously monitored and the group will be provided with updates.	
<b>Contract Changes &amp; Contract Hand Backs – June 2024</b>	Assure the Primary Care Commissioning Committee that all processes and contractual changes are in line with the regulations and the delegated authority for the Dental Services Group.	

**3. Summary of items or issues referred to other committees or the Board over the reporting period.**

<b>Committee and Date</b>	<b>Item or Issue</b>	<b>Referred to</b>
<b>Primary Dental Services Group 25<sup>th</sup> July 2024</b>	<b>Mr Allan – Motion to Terminate</b>	Primary Care Commissioning Committee 29 <sup>th</sup> August 2024

Committee: Primary Optometric Services Group	Date: 26/06/2024	Chair: Dawn Haworth
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Key Items Discussed		
Issue	Committee Update	Action
<b>Alert</b>		
Nothing to Escalate		
<b>Advise</b>		
<b>Local Risk and Issues Log</b>	The current risk register was shared with the Group and current risks were highlighted. Members were advised of proposed risks for closure and requested to approve their closure. Members were also requested to advise of any additional risks which needed to be added to the register in preparation for the August meeting.	
<b>Extension of Service Level Agreement for Learning Disabilities (LD) &amp; Autism</b>	A paper was presented for members to discuss and approve the extension of the Service Level Agreement which provides eyesight tests for those patients with a learning disability or autism.  It was agreed to extend the service until 31 March 2025	
<b>Assure</b>		
<b>Assurance Framework</b>	The Optometry section of the Delegation Assurance Framework was shared for Q1 23-24 for the group's review and agreement. All indicators for Optometry rated green. This was agreed by the group.	
<b>Delegated Decision-Making Matrix</b>	The delegated decisions making matrix has been updated to reflect any decisions made by the group which need to be notified to NHS England as part of the North West Delegation Agreement Notification protocol. The protocol has been implemented to provide details of any decisions made by Integrated Care Boards (ICBs) relating to the four primary care groups which need to be notified to the NHS England regional office. The decision-making matrix has also been updated to reflect any decisions which require the completion of a Quality Impact Assessment (QIA), Equality and Health Inequalities Impact and Risk Assessments (EHIIRA) and Data Protection Impact Assessments (DPIA).  The group approved the Delegated Decision-Making Matrix.	

**2. Summary of items or issues referred to other committees or the Board over the reporting period.**

Committee and Date	Item or Issue	Referred to
	N/A	

<b>Committee: Pharmaceutical Services Group</b>	<b>Date: 19/06/2024</b>	<b>Chair: Amy Lepiorz</b>
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<b>Key Items Discussed</b>		
<b>Issue</b>	<b>Committee Update</b>	<b>Action</b>
<b>Alert</b>		
<b>Nothing To Escalate</b>		
<b>Advise</b>		
<b>Core Hours Redistribution - FA157 - Evercare Pharmacy, Colne</b>	<p>An application has been received from Evercare Pharmacy in Colne to redistribute their core hours and close on Saturdays.</p> <p>The Contractor has provided evidence for the request to redistribute their core hours and provided details of activity which has been undertaken. The Group was satisfied that alternative provision was available at neighbouring pharmacies.</p> <p>Application approved</p>	Application approved - complete necessary paperwork.
<b>Core Hours Redistribution – FL157 - Peel Street, Accrington</b>	<p>An application has been received from Peel Street Pharmacy Accrington to redistribute current core hours. Core opening hours will remain at 40 hours.</p> <p>The Contractor has provided evidence for the request to redistribute their core hours and provided details of activity which has been undertaken. The Group was satisfied that alternative provision was available at neighbouring pharmacies.</p> <p>Application approved.</p>	Application approved - complete necessary paperwork
<b>Core Hours Redistribution - FVM37 - Ash Trees, Carnforth</b>	<p>An application has been received from Ashtrees Pharmacy Carnforth to redistribute their current core hours maintaining 100-hour access.</p> <p>The Contractor has provided evidence for the request to redistribute their core hours and provided details of activity which has been undertaken. The Group was satisfied that alternative provision was available at neighbouring practices.</p> <p>Application approved.</p>	Application approved – complete necessary paperwork
<b>New Medicines Services - Post Payment Verification</b>	<p>NHS Business Services Authority (NHSBSA) has been carrying out post-payment verification (PPV) of pharmacy contractors for the New Medicines Service (NMS), covering the period of April 2021 to March 2022, on behalf of NHS England (NHSE).</p> <p>One pharmacy with in the ICB was contacted as part of this PPV exercise to request that they provide evidence to substantiate their claims.</p>	Action – NHSBSA to be advised in relation to reclaiming payment and requested to contact ICB during PPV audits if no engagement is received from contractors.



	<p>The contractor failed to provide any/sufficient evidence to support all the NMS claims made, despite several attempts made by the NHSBSA Pharmacy Provider Assurance Team.</p> <p>The Group approved the request from the NHSBSA to reclaim any payments made.</p>	
<b>Patient Healthcare – Distance Selling Premises Inclusion</b>	<p>An application has been received from Patient Healthcare Ltd for inclusion in the pharmaceutical list as a distance selling premises. Operating from unit 5 and Unit 6 Guide Business Centre for inclusion in the</p> <p>The contractor has provided evidence in support of their application and has provided the required assurances in terms.</p> <p>Application approved</p>	Application approved – complete necessary paperwork.
<b>No Significant Change Relocation (NSCR) - FJR72 - Ronald Holmes</b>	<p>Ronald Holmes (Lancaster) Ltd t/a Dalton Square Pharmacy (King Street) have applied to relocate their premises from 44 King Street Lancaster LA1 1RE to 5-11 Brock Street Lancaster LA1 1UR.</p> <p>The Contractor provided evidence for the request to relocate and assurances that all services currently provided will be maintained and there will be no interruption in opening times or services provided.</p> <p>Application approved</p>	Application approved – complete necessary paperwork.
<b>Pharmacy SLAs</b>	<p>Endorsement was requested from the Group to extend current Community Pharmacy Local Enhanced Services that ended on 31March 2024 in compliance with the new provider selection regime.</p> <p>The Pharmaceutical Services Group endorsed the extension of the Community Pharmacy Local Enhanced Service Contracts detailed in the paper.</p>	Extensions to contracts endorsed.
<b>Assure</b>		

**2. Summary of items or issues referred to other committees or the Board over the reporting period.**

<b>Committee and Date</b>	<b>Item or Issue</b>	<b>Referred to</b>
	N/A	

Committee: Primary Care Capital Group	Date: 19/06/2024	Chair: Donna Roberts
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Key Items Discussed		
Issue	Committee update	Action
<b>Alert</b>		
<b>Revenue Report – Notional Rent reviews &amp; Stamp Duty Land Tax</b>	<p>The group received a report from the finance representative reporting the results of the district valuation offices tri-annual rent reviews. The report contained the results from five practice reviews.</p> <p>The group reviewed the information in detail and agreed to approve in line with the decision-making matrix the uplifts for all five practices at a total recurrent cost of £17,163 per annum.</p> <p>The report also included a request from a practice to fund the cost of stamp duty land tax arising because of the practice entering into a new lease. The group reviewed the request in detail but felt a clear policy and approval criteria was required before any such request could be progressed.</p>	<p>The results of the DV reviews to be notified to the practices for their agreement.</p> <p>A paper will be submitted to the Primary Care Medical Group to review the proposed approval criteria for stamp duty land tax funding applications.</p>
<b>Improvement Grant Applications.</b>	<p>The group undertook a review of two grant applications prioritised for investment in 2024/25.</p> <p>The two applications submitted where in full compliance with the premises cost directions 2024, included a full and thorough justification for the grant investment, and were supported with drawings and a minimum of 3 commercial quotations to assure value for money.</p> <p>The two applications will increase primary care capacity within existing premises, without incurring any additional revenue costs for the ICB.</p> <p>The group approved the awarding of two grants in line with the groups decision making matrix as both applications are for grants below the group authorised approval limit of £50,000.</p>	<p>The formal Grant Agreements will be issued for practice to sign off, these will require authorised by the ICB Director of Finance and NHS England Northwest Regional Director of Finance before the grants are formally awarded to the practices.</p>
<b>Advise</b>		

**2. Summary of items or issues referred to other committees or the Board over the reporting period.**

Committee and Date	Item or Issue	Referred to
	N/A	

**2. Conclusion**

- 2.1 Each of the service groups has concluded their business in line with their terms of reference.

2.2 A copy of the associated risk registers can be found in appendix one.

### **3. Recommendations**

3.1 The Primary Care Commissioning Committee is requested to:

- Receive and note the Alert, Assure and Advise (AAA) reports and risk register from the five delegated primary care groups.

**Sarah Danson and David Armstrong**  
**Senior Delivery Assurance Managers**  
**August 2024**

**Appendix one**  
Risk Register