

## ICB Primary Care Commissioning Committee

<b>Date of meeting</b>	8 June 2023			
<b>Title of paper</b>	Report on the Operating Model for the Primary Care Commissioning Committee			
<b>Presented by</b>	Peter Tinson, Director of Primary Care Neil Greaves, Director of Communications and Engagement			
<b>Author</b>	Amy Lepiorz, Associate Director Primary Care Peter Tinson, Director of Primary Care Neil Greaves, Director of Communications and Engagement			
<b>Agenda item</b>	2.2			
<b>Confidential</b>	No			
<b>Purpose of the paper and Executive summary</b>				
This paper is to inform the Primary Care Commissioning Committee of three aspects that have shaped how it will operate:				
<ul style="list-style-type: none"> <li>• The national delegation agreement</li> <li>• Ways of working</li> <li>• Principle of engagement/involvement, arrangements from the public perspective</li> </ul>				
<b>Recommendations</b>				
The Primary Care Commissioning Committee is requested to note the information within the report.				
<b>Governance and reporting</b>				
<b>Meeting</b>	<b>Date</b>		<b>Outcomes</b>	
N/A				
<b>Conflicts of interest identified</b>				
No identified conflicts				
<b>Implications</b>				
<i>If yes, please provide a brief risk description and reference number</i>	<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	
Financial impact assessment completed			X	
Associated risks			X	
Are associated risks detailed on the ICB Risk Register?			X	
<b>Report authorised by:</b>	David Levy, Chief Medical Officer			

# ICB Primary Care Commissioning Committee

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## Report on the Operating Model for the Primary Care Commissioning Committee

### 1. Introduction

- 1.1 This paper is to inform the Primary Care Commissioning Committee of three aspects that have shaped how it will operate:
- The national delegation agreement
  - Ways of working
  - Principle of engagement/involvement, arrangements from the public perspective

### 2. Background

- 2.1 The ICB has delegated responsibility from NHS England for the commissioning of primary care services. These are:
- Primary Medical Care Services (GP practices)
  - Primary Dental and Prescribed Dental Services (Dental practices)
  - Primary Ophthalmic Services (Optometry practices)
  - Pharmaceutical Services and Local Pharmaceutical Services (Pharmacies)
- 2.2 The ICB holds a Delegation Agreement with NHS England which requires the ICB to make primary care commissioning decisions in line with relevant legislation, national policy and agreed processes. This includes the ICB's legal duty to involve patients and the public in shaping the provision of services.

### 3. The national delegation agreement

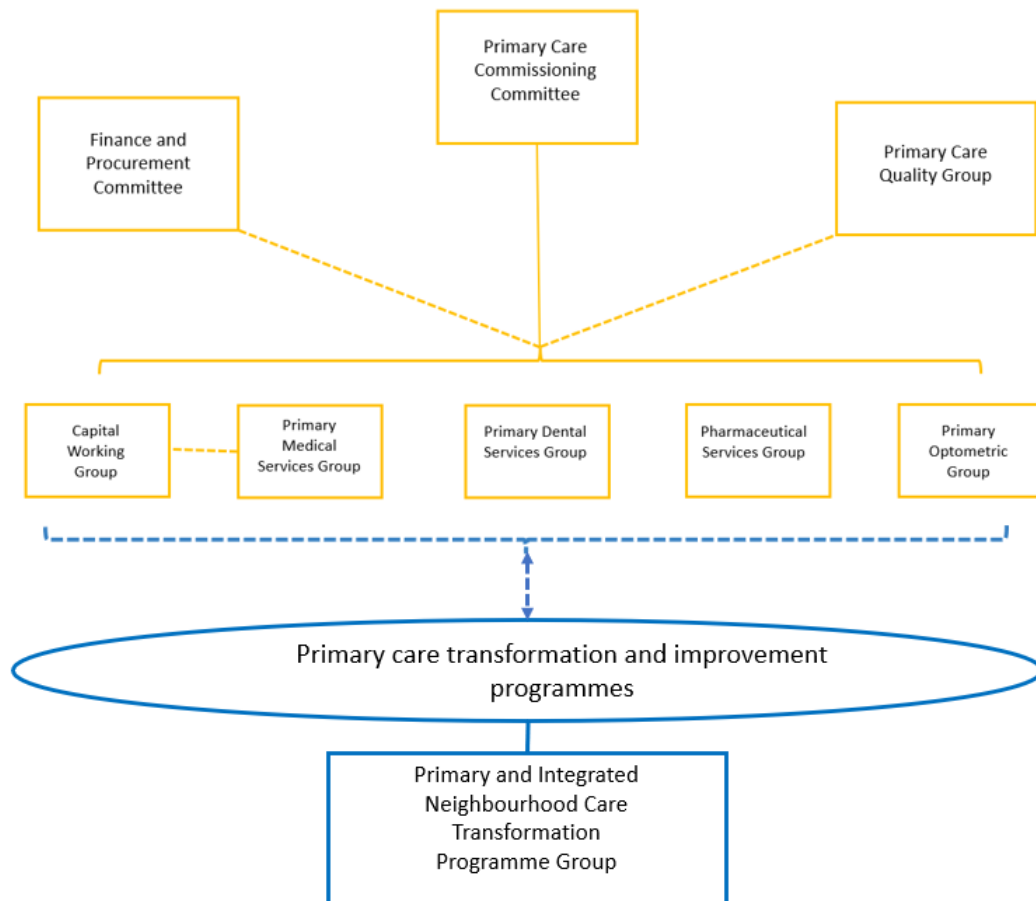
- 3.1 **Appendix one** contains the delegation agreement that has been signed by the ICB and NHS England. The agreement outlines the roles, responsibilities and accountabilities of the two organisations. It provides in detail those functions that have been delegated to the ICB, and which remain with NHS England (reserved functions).

### 4. Ways of working

- 4.1 The ICB holds over 1000 core primary care contracts, resulting in the need to make a significant number of commissioning decisions. It is also responsible for the quality, performance and transformation of primary care services.
- 4.2 The Primary Care Commissioning Committee takes accountability to ensure that delegated commissioning decisions are made in-line with the delegation agreement. To support it in discharging its duties it has five sub-groups with delegated decision making responsibilities:
- Primary Medical Services Group
  - Primary Dental Services Group
  - Pharmaceutical Services Group
  - Primary Optometric Services Group

- Capital Working Group

The groups also have interdependencies with other committees and groups within the ICB which have the responsibility for primary care quality, performance and transformation. These are demonstrated in the figure below:



## 5. Principles of engagement/involvement, arrangements from the public perspective

5.1 The Primary Care Commissioning Committee will operate in an open and transparent way and in accordance with the principles within the [ICB strategy for working with people and communities](#). As such the following arrangements will be put in place for meetings:

- Plain English information about the committee and the membership will be published on the ICB website, along with meeting papers, which will be easy to access
- Committee meetings will be available for members of the public to observe in person with best endeavors to ensure these are held in publicly accessible and appropriate venues in locations across Lancashire and South Cumbria
- Papers for the meeting will be published five working days prior to the meeting taking place on the ICB website. This will be promoted on the ICB website and social media channels
- Members of the public will be able to ask questions in writing prior to the meeting on agenda items. Every effort will be made to respond to these within the meeting.

- A [glossary of terms](#) will be available and updated on a regular basis to support members of the public understand any acronyms or jargonistic language within reports

## **6. Recommendations**

6.1 The Primary Care Commissioning Committee is requested to:

1. Note the information within the report

**Amy Lepiorz**

**Peter Tinson**

**Neil Greaves**

**June 2023**

## Appendix One- The national delegation agreement



National Delegation  
Agreement