

ICB Primary Care Commissioning Committee

Date of meeting	14 December 2023
Title of paper	Committee Escalation and Assurance Report
Presented by	Peter Tinson, Director Primary Care
Author	Amy Lepiorz, Associate Director Primary Care
Agenda item	7
Confidential	Yes or no

Executive summary		
<p>This report highlights key matters, issues, and risks discussed at the below group meetings since the last report to the Committee on 12 October 2023 to advise, assure and alert the Primary Care Commissioning Committee.</p> <ul style="list-style-type: none"> • Primary Medical Services Group: Peter Tinson (Director of Primary Care) • Primary Dental Services Group: Amy Lepiorz (Associate Director Primary Care) • Pharmaceutical Services Group: Amy Lepiorz (Associate Director Primary Care) • Primary Optometric Services Group: Collette Walsh (Associate Director Primary Care) • Primary Care Capital Working Group: Donna Roberts (Associate Director Primary Care) <p>Each summary report also highlights any issues or items referred or escalated to other committees or the Board.</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>		
Advise, Assure or Alert		
- N/A		
Recommendations		
<p>The Primary Care Commissioning Committee is requested to:</p> <ul style="list-style-type: none"> • Receive and note the Alert, Assure, Advise (AAA) reports from the four delegated primary care groups. 		
Which Strategic Objective/s does the report contribute to		Tick
1	Improve quality, including safety, clinical outcomes, and patient experience	x
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	

Implications

	Yes	No	N/A	Comments
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				

Where paper has been discussed (list other committees/forums that have discussed this paper)

Meeting	Date	Outcomes
Primary Medical Services Group	19/10/2023 16/11/2023	To provide oversight to the Primary Care Commissioning Committee of business conducted at the Groups during this period.
Primary Dental Services Group	26/10/2023 30/11/2023	
Primary Optometric Services Group	18/10/2023	
Pharmaceutical Services Group	20/10/2023 15/11/2023	
Primary Care Capital Group	18/10/2023 22/11/2023	

Conflicts of interest associated with this report

Detail to include actions taken or insert 'not applicable'

Impact assessments

	Yes	No	N/A	Comments
Quality impact assessment completed			X	
Equality impact assessment completed			X	
Data privacy impact assessment completed			x	

Report authorised by:

Craig Harris, Chief Operating Officer

ICB Primary Care Commissioning Committee

14 December 2023

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 Care Medical Services Group	Date: 19/10/2023	Chair: Peter Tinson
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
Nothing to Escalate		
Advise		
Refugee and Asylum Seeker Schemes Situation Report	After an informed discussion the Primary Medical Services Group supported report. It was recommended that it is brought back to the group in two months' time due to the additional support needed with the potential of things being done differently.	As there is a clear timeframe, ideally by April 1 st , 2024, the item will be put back on the agenda in January 2024 with a firm recommendation of what the specifications look like.
ECG/Broomwell Contracts	After an informed discussion The Primary Medical Services Group supported the paper with the recommendation that a second paper is drafted under a savings banner to be able to expand with the required additional budget to do so.	A second paper will be drafted for the Commissioning Resource Group (CRG) which would potentially provide the right level of budget for the next financial year.
Vasectomy Services Review	After an informed discussion The Primary Medical Services Group supported a standard specification with a standard fee and support for linking this to savings. However, it was advised that the paper should be clear on who this is open to.	It was advised that the paper should be brought back to the meeting in January 2024 as this will allow time for confirmation of the specification and fees with the potential of the

		paper being submitted to CRG.
Assure		
Application to Increase Practice - The Ryan Medical Centre	After an informed discussion The Primary Medical Services Group approved the recommendation.	

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 Care Medical Services Group		

Committee: Primary Care Medical Services Group	Date: 16/11/2023	Chair: Peter Tinson
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
Nothing to Escalate		
Advise		
Market Engagement for Special Allocation Scheme (SAS)	After an informed discussion, the Primary Medical Services Group noted the proposed action to carry out a request for information. The group also supported the detailed request for information.	
Market Engagement for Withnell Health Centre	After an informed discussion, the Primary Medical Services Group (PMSG) agreed to support the publication of a Request of Information for the provision of services to patients that are registered at the practice.	Recommendation of PSMG to be taken to December PCCC group under scheme of delegation.
Dr Wilson and Partners, Flintoff Way, Preston (The Healthcare Centre)	After an informed discussion, the Primary Medical Services Group agreed in principle (subject to the revenue cost of £37,567 being available) to support the Capital Investment and the award of an Improvement Grant.	
St Paul's Medical Centre - Asylum Seekers unmet indicators	After an informed discussion, the Primary Medical Services Group approved the request based on the evidence and information provided within the report.	
Assure		

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

Committee and Date	Item or Issue	Referred to

Committee: Pharmaceutical Services Group	Date: 20/10/2023	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
Nothing To Escalate		
Advise		
S Urooj Ltd t/a HSA Pharmacy – NSCR	The Pharmaceutical Services group were satisfied with the application for Geoffrey Street Health Centre to move from Geoffrey Street, Preston, PR1 5NE to 270 New Hall Lane, Preston, PR1 4ST it was therefore approved.	
Shifa Healthcare Limited t/a Witton Pharmacy – NSCR	The Pharmaceutical Services group were satisfied with the application for 108 Redlam, Blackburn, BB2 1UW to move to 6 Preston Old Road, Blackburn, BB2 2SS it was therefore approved.	
Rainbow Healthcare Ltd – For inclusion on the Pharmaceutical List, Identified Future Need (Best Estimate)	<p>The Pharmaceutical Services group refused the application as it did not meet the future need regulations tests. Therefore, the application has not been approved for Rainbow Healthcare Ltd to open a pharmacy premises in a location with the best estimate provided of one of the following:</p> <ul style="list-style-type: none"> The Healthcare Centre, Flintoff Way, Deepdale, Preston, PR1 5AF. <p>Properties facing the healthcare centre or.</p>	

	<ul style="list-style-type: none"> In the row of properties on Watling Street Road No. 207 to No. 243 	
Pharmacy Quality Service - Post Payment Verification	<p>The Pharmaceutical Services group discussed the purpose of the paper and considered the request received from NHS Business Services Authority (NHSBSA) to reclaim payments made to contractors that have been identified as incorrect and agreed that the Local Pharmaceutical Committee (LPC) will need to review the information.</p> <p>Value: £27,289.13</p>	LPC to review information and feed back to Amy Lepiorz within a week.
Notification of Withdrawal from Pharmaceutical List	<p>The Pharmaceutical Services group was satisfied that the applications below have been processed correctly –</p> <ul style="list-style-type: none"> FPA62 Boots, Rawtenstall HC FN840 Boots, Ewood, Blackburn FG310 Boots, Nelson FCF32 Boots, Accrington 	
Assure		
	The Group are happy that the ongoing applications are processed in line with the regulations.	

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 Care Committee		

Committee: Pharmaceutical Services group	Date: 15/11/2023	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee update	Action
Alert		
Notification of Withdrawal from Pharmaceutical List	The Pharmaceutical Services group were presented with the below pharmacies who sent a Notification of Withdrawal -	

	<ul style="list-style-type: none"> • FAJ19 Boots, Westgate, Morecambe • FCK86 Boots, Leyland • FPN11 Evercare Pharmacy • FVK00 Boots, Portland Walk, Barrow-in-Furness • FP592 Boots, Risedale Road, Barrow-in-Furness 	
Advise		
Change of Ownership	<p>The Pharmaceutical Services group was satisfied that the below applications have been processed correctly –</p> <ul style="list-style-type: none"> •CAD Medical Ltd is proposing to become the owners of the pharmacy located at 1 Haverflatts Lane, Milnthorpe, Cumbria, LA7 7PS. •Fabb Pharma Ltd is proposing to become the owners of the pharmacy located at 20 Station Road, Huncoat, Accrington, BB5 6LS. •Oakpharm Limited is proposing to become the owners of the pharmacy located at 200 Miller Road, Ribbleton, Preston, PR2 6NH. 	
Assure		
Dr Ali Pharma Ltd – Application for Inclusion in a Pharmaceutical List – Distance Selling Premises accepted application (Regulation 25	<p>The Pharmaceutical Services group was satisfied the application met the registry test and therefore the application detailed below has been approved –</p> <p>Dr Ali Pharma Ltd Unit 5, Watermark, 9-15 Ribbleton Lane, Preston, PR1 5EZ.</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 Care Committee		

Committee: Primary Optometric Services Group	Date: 18/10/2023	Chair: Collette Walsh
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Key Items Discussed		
Issue	Committee update	Action
Alert		
	Nothing To Escalate	
Advise		
	Nothing To Escalate	
Assure		
Quality in Optometry	The Optometric Service Group were updated in relation to Quality in Optometry (QIO) The ICB are now in a new 3-year cycle 2023 – 2025 in relation Quality in Optometry visits to Optometric practices. Contractors have been advised to submit their self-assessment and a randomly selected 5% of contractors to visit has been completed. The Delivery Assurance team will also arrange visits to any contractor where concerns have been identified.	
Delegated Services Assurance Framework	The group received the framework for the optometry services and approved the content of the local delegated services assurance framework for Quarter ending September 2023. Considering that the meetings are bi-monthly, the next quarter will be updated and shared at the Optometry Services Group in December.	
Local Risk and Issues Log	A thorough discussion was had regarding the risk and issues log. There was no significant update to the risk log at the October meeting.	

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

Committee and Date	Item or Issue	Referred to

Committee: Primary Care Dental Services Group	Date: 26/10/2023	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
Mid-Year 23-24	<p>The Mid-Year review is the national process outlined at Chapter 8.3 of the NHS England Policy Book for Primary Dental Services.</p> <p>It is a statutory requirement that commissioners undertake a formal review of contractual performances at the mid-year point of the financial year.</p> <p>Given the increasing priority and political interest currently surrounding access to NHS dental services, consistent and robust principles are required to understand reasons where contractors fail to deliver care to NHS patients to the level at which they have been funded.</p> <p>There is a nationally recommended process to follow for the mid-year review to determine the number of Units of Dental Activity (UDAs) and Units of Orthodontic Activity (UOAs) that a contractor has delivered between 1st April and 30th September. Commissioners are required to engage with contractors failing to achieve the required threshold of 30% of the annual targeted activity, and to identify and correct potential issues before the annual year-end reconciliation.</p> <p>This process has commenced for 2023/24.</p>	
Specialist Orthodontic Procurement Update	The recommended bidder report was approved through governance processes in September. At the time of the meeting two challenges had been received during the standstill period.	

Advise		
<p>Incorporation request Dr W Mohammed</p>	<p>After an informed discussion, the group supported to approve the contractors request to incorporate the NHS GDS Contract to the limited company and the effective date of novation to be confirmed by provider.</p> <p>Secondly, the group also approved the proposed recommendation to include Clause 7 – Guarantee within the Novation Agreement for a period of 5 years from the date of novation</p>	
<p>Incorporation request Bupa Preston Units of Dental Activity</p>	<p>The group agreed to consider the providers request to amend Clause 7 - Guarantee within the Novation Agreement for a period of 5 years from the date of novation.</p> <p>The group agreed that any variation to the Guarantee Clause should be consistent with approaches taken in other ICBs.</p> <p>Since the meeting, a novation agreement had been received from another ICB which related to the disincorporation into a partnership as opposed to the incorporation into another limited company.</p> <p>Chairs action has therefore been taken to follow the L&SC usual approach whereby a 5-year time period is added to the Guarantee Clause.</p>	
<p>Incorporation Request Bupa Preston Orthodontic</p>	<p>After an informed discussion, the group supported to approve the contractors request to incorporate the NHS PDS Agreement to the limited company and the effective date of novation to commence 14th November 2023</p> <p>Secondly, the group also approved the proposed recommendation to include Clause 7 – Guarantee within the Novation Agreement for a period of 5 years from the date of novation noting that the contract is time limited and expires on 30th April 2024.</p>	

<p>Year End 22-23 Overview</p>	<p>The year end reconciliation process is the national process outlined at Chapter 8.4 of the NHS England Policy Book for Primary Dental Services. Breach notices are issued in line with this standardised process.</p> <p>It is a statutory requirement that commissioners undertake a formal year end reconciliation on all primary care dental contracts to ensure activity is being delivered against the contractual requirements.</p> <p>The delivery assurance team have processed all dental services contracts for the 2022/2023 financial year in line with national year end reconciliation processes.</p> <p>A total of 113 contractors who delivered less than 90% of their targeted activity for UDAs and less than 96% of their targeted activity for UOAs have been issued breach notices as detailed by the regulations to ensure the value of underperformance can be recouped.</p> <p>In addition, 7 contractors who failed to complete the workforce returns have been issued remedial notices.</p>	
<p>Utilisation of Primary Care Dental Resources</p>	<p>The group received the profiling of the access commitments in line with agreed budget</p>	
<p>Minor Oral Surgery Waiver</p>	<p>A single tender waiver form for 24 months extension to the current contract was supported by Senior Leadership Team to enable a full-service review.</p>	
<p>Training Pilot Update</p>	<p>Update from AAA Highlight report 29th June 2023</p> <p>In June 20223, the Group approved the use of flexible commissioning to support a two-year pilot programme to train a minimum of six new clinicians per year on a rolling programme in Lancaster and Garstang.</p>	

	<p>The Lancaster Practice has appointed the Educational Supervisors and students and the pilot will therefore commence on 1st November 2023</p> <p>The Garstang Practice has appointed one Educational Supervisor, and another is due to be interviewed. A commencement date for this pilot is awaited.</p>	
Recruitment and Retention Pilot Update	<p>Update from AAA Highlight report 29th June 2023</p> <p>In June 20223, the Group supported the release of non-recurrent funding to support the retention of a maximum of six new dentists in Barrow at a cost of £10,000 per dentist, as a pilot, to be paid as a lump sum with claw back conditions with a minimum commitment of two years.</p> <p>To date, 5 dentists have been recruited and £50,000 has therefore been released.</p> <p>The remaining dentist is currently in the process of applying for a performer number.</p>	
Brierfield Remedy of Breach Notice	<p>The group were informed that Brierfield have successfully remedied the breach notices dated July 2022 and January 2023 issued under NHS England.</p>	
FDS Referral Management	<p>In June 2023, the Group reviewed a two-part paper. However, when reported to PCCC only the approval of one part, the additional capacity requirements arising from heightened referrals levels was referenced.</p> <p>The second element which was also fully reviewed and supported related to the implementation of a new two week wait referral pathway for dental, head & neck patients specialist services. The number of referrals is expected to be approximately 1650 patients at a pre-VAT cost of £10,032. This is within the budgeted envelope.</p>	

Assure		
Contract Changes	Assure the Primary Care Committee that the Group is assured that all processes and contractual changes made by the Delivery Assurance Team are in line with the regulations and the delegated authority for the Dental Services Group.	

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

Committee and Date	Item or Issue	Referred to

Committee: Primary Care Dental Services Group	Date: 30/11/2023	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee update	Action
Alert		
Advise		
Lotus Dental	<p>Lotus Dental practice based in Leyland submitted a request rebase their UDA tariff. The practice is a large dental practice, operating fully for NHS patients, they have encountered issues recruiting and retaining staff due to the low UDA tariff, confirming their associate recently left the practice to join another local provider purely based on their pay. They have requested to increase the tariff, to ensure they are able to compete and offer comparable salaries.</p> <p>After an informed discussion and a thorough review of the request the group confirmed approval to increase the practices UDA tariff to align with the average across L&SC, this being less than the practice requested. The contracted UDA target will be reduced 2663 UDAs whilst retaining the contracted value. The practice will be required to undertake an Access planning review to mitigate the impact of the reduced UDA target.</p>	

Drakes Dental Care Ltd	Drakes Dental Care Ltd submitted a request to reduce the practice opening times, reducing the weekly opening times by 3.5hours in total. The group reviewed the application in detail, reviewing the patient engagement information and the narrative provided by the practice. The group felt the request was mostly acceptable and where happy to approve the proposed opening times, the practice will be requested as part of the response to undertake to open ½ hour earlier one day and week and ½ hour later to improve accessibility for patients.	
Extension to the Pathway 1, 2 and 3 services.	The Pathway services provide patients who do not have access to routine dentistry with access to urgent dental care, access to additional care following on for the urgent care treatment and dental care for priority patients. The contracts are time limited and due to end on the 31 st March 2024. The request submitted was to extend the contracts for a further 6 months to allow for a thorough review of the services and the benefits to patients. This will provide the evidence to support the development of services in the future whilst providing stability for the system, the providers and the patients accessing the services. The group reviewed the proposals in detail and approved the extension in principle pending approval from the PCCC.	
Winter Capacity	The group reviewed the proposed additional capacity for primary care dentistry across the Christmas period and agreed with the proposals.	
Flexible Commissioning	The guidance provided by NHSE England for flexible commissioning was reviewed and approved for implementation.	
Workforce Returns	The requirement for a bi-annual workforce information submission by Primary Care Dentists was reviewed and noted.	
Specialist Orthodontic Procurement	Update from previous notifications regarding the finalisation of the Specialist Orthodontic Procurement was provided, this include confirmation of the process,	

	with contracts being awarded to providers for the remaining three lots, this included two lots within the Cheshire and Mersey (C&M) ICB and one within L&SC.	
Assure		
Contract Changes	Assure the Primary Care Committee that the Group is assured that all processes and contractual changes made by the Delivery Assurance Team are in line with the regulations and the delegated authority for the Dental Services Group.	

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

Committee and Date	Item or Issue	Referred to

Committee: Primary Care Capital Working Group	Date: 18/10/2023	Chair: Donna Roberts
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Key Items Discussed		
Issue	Committee update	Action
Alert		
	Nothing to Escalate	
Advise		
Capital Investment – Improvement Grant	After a thorough review of the grant application and all the supporting documentation the Capital Working Group (CWG) agreed with the practices application and recommended that approval granted to award a grant of £295,813 to Dr Wilson & Partners. Scheme was also identified on the investment plans for 2023/24.	Recommend approval by PCCC of the Grant.
Assure		

5. 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 Care Commissioning Committee		

Committee: Primary Care Capital Working Group	Date: 22/11/2023	Chair: Donna Roberts
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
	Nothing To Escalate	
Advise		
Capital Investment – GPIT	After a thorough review of the project initiation documents detailing the capital investment in GPIT for 2023/24. The proposals are within the capital investment plans for the ICB, and fully adhere to the applicable guidance documents. The documents have been fully approved and signed off by the ICB Executive Director of Finance and the NHS England Digital team.	Recommend approval by PCCC of the investment.
Assure		

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 Care Committee		

6. Conclusion

6.1 Each of the service groups has conducted their business in line with their terms of reference.

7. Recommendations

7.1 The Primary Care Commissioning Committee is requested to:

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

Amy Lepiorz, Associate Director Primary Care

27/11/2023