| **Ref** | **Minute Ref** | **Meeting date** | **Agenda item** | **Recommendation** | **Decision** | **Any further required action** |
| --- | --- | --- | --- | --- | --- | --- |
| 1.1 | 006 | 08.05.25 | Draft Terms of Reference | Comments and queries are to be emailed to CH/SM for review. |  |  |
| 2 | 007 | 08.05.25 | Dill Hall Surgery (P81711) – Options Appraisal | The sub-committee agreed to recommend the endorsement of option 3 – a managed dispersal to the Executive Committee,  with the caveats in the revised paper. |  |  |
| 3 | 008 | 08.05.25 | Coniston Medical Practice – Options Appraisal | Agreed to support the recommendation of option 1 – to procure a new provider to the Executive Committee with the caveats in the revised paper. |  |  |
| 4 | 009 | 08.05.25 | Primary Care Capital Report – 2025/26 | The sub-committee agreed to recommend the approval for the initial apportionment of the Business-as-Usual across GPIT Capital acquisitions and Primary Care Medical Premises Improvement Grants. |  | Paul Juson to provide a position update to the July Sub-committee. |
| 5 | 011 | 08.05.25 | Special Allocation Scheme (SAS) Contract Award | The sub-committee supported the recommendation to the Executive Committee to:  Note the completion of the most suitable provider process and to  approve the outcome to award a contract with effect from 1st June 2025 to FCMS Ltd for the Special Allocation Scheme Service. |  |  |
| 5 | 010 | 08.05.25 | Translation and Interpretation Services – Interim Contracting Solutions | The Primary Care Contracting Sub-committee supported the request to make a recommendation to Executive Committee to note the contents of the paper and to  to support the recommendations to issue contracts for services. |  |  |
| 6 | 011 | 08.05.25 | Special Allocation Scheme (SAS) Contract Award | The Primary Care Contracts Sub Committee supported the recommendation to the Executive Committee to  note the completion of the Most Suitable Provider process and to approve the outcome to award a contract with effect from 1st June 2025 to FCMS Ltd for the Special Allocation Scheme Service. |  |  |
| 7 | 012 | 08.05.25 | Primary Care Contracts Sub-committee AAA Report |  |  | Peter Tinson was requested to expand on the Pharmaceutical Services group section in the alert and provide clarity on actions that were taken in relation to the contractual sanctions. |
| 8 | 013 | 08.05.25 | Draft Annual Work and Forward Plan | Sarah Mattocks was requested to support the delivery team to enhance the first tab of the forward plan, ensuring it aligns with the Terms of Reference. |  | The Forward plan is to be updated and forwarded monthly to the sub-committee members. |