

Part 1 Minutes of the ICB Primary Care Contracts Sub- Committee
Held on 12 June 2025
14:00 – 15:00 via MS Teams

<u>Members</u>		
Craig Harris	Chief Operating Officer	System
Julie Colclough	Primary Medical Care Partner Member	South Cumbria
Peter Tinson	Director of Primary & Community Care Commissioning	System
Andrew White	Chief Pharmacist	System
Kathryn Lord	Director of Nursing, Quality Assurance & Safety	System
Judith Williams	Senior Finance Manager	System
<u>Attendees</u>		
Collette Walsh	Associate Director Primary Care – Blackburn with Darwen and Lancashire East	System
Paul Juson	Head of Delivery Assurance	System
Dawn Haworth	Head of Delivery – Primary & Community Commissioning	System
Ruth Cuthbert	Clinical Advisor for Ophthalmic Services	System
Amy Lepiorz	Associate Director Primary Care – Blackpool, Fylde, Wyre & Lancashire North	System
Corrie Llewellyn	Primary Care Nurse	System
Umesh Patel	Pharmaceutical Advisor	System
Amanda Bate	Head of Communications and Engagement (Transformation)	System
Claire Moore	Head of Risk, Assurance and Delivery	System
No	Item	Action
1.	<u>Welcome, Introductions and Chair's Remarks</u> The Chair welcomed all to the meeting of the Primary Care Contracts Sub-committee.	
2.	<u>Apologies for Absence/Quoracy of Meeting</u> Apologies were received from Lindsey Dickinson, Andy Knox, Neil Greaves, Debra Atkinson and David Bradley. The meeting was quorate.	
3.	<u>Declarations of Interest</u> None declared. The Chair reminded participants to declare any interests at the relevant agenda point. He also requested that members observe the 28-day rule to advise of an interest, to ensure that it is included in the draft minutes.	
4.	<u>a) Minutes from the meeting on 08.05.25</u> The Minutes of the Primary Care Contracts Sub-committee held on 08.05.25 were reviewed and agreed as an accurate record. <u>b) Actions from the meeting held on 08.05.25</u> The Action log from the Primary Care Contracts Sub-committee held on 08.05.25 was reviewed and updated.	
5.	<u>Draft Terms of Reference</u> The Chair confirmed he would review nuances highlighted in the draft Terms of Reference and discuss with Peter Tinson outside of the meeting.	

6.	<p><u>Integrated Primary Care Performance Report</u></p> <p>Peter Tinson presented a report advising the sub-committee of the latest position against key strategic primary care published performance metrics. The report consists of a Summary and Benchmarking table that provides a 'snapshot' overview of the ICBs current performance for the metrics, followed by a more detailed overview of each metric.</p> <p>Due to resource pressures and sickness within the Primary Care Team it was not possible to provide an April report, hence the May report focuses on two months data to include the missing month's data. It should be noted that despite the lack of an April 2025 report all performance data was reviewed to ensure no significant or unwarranted deterioration of performance had occurred.</p> <p>The report outlined points of note:</p> <ul style="list-style-type: none"> • The number of general practice appointments are above plan • ARI Hubs have now ceased after delivering 82,000 appointments – there is a report that sits alongside which identifies the impact. • Following a CQC review of quality at a practice within Chorley & South Ribble, the practice has been upgraded to 'requires improvement' from 'inadequate'. • The units of dental activity delivered as a proportion of UDA's, reduced in January and February below planned levels. This will be reviewed when the finalised March activity data becomes available. • January 2025 saw the highest number of Community Pharmacy clinical pathway consultations delivered in LSC since the start of the service in January 2024. <p>Over the coming months the reported metrics and content of the IPCPR report will change to ensure:</p> <ul style="list-style-type: none"> • inclusion and oversight of the ICB's new general practice Local Enhanced Services (LES) delivery data from July 2025. • alignment to new ICB governance arrangements. • alignment and consideration of the new national GP Dashboard, increased national focus for ICB's to reduce variation, and a review of the primary care strategic metrics. <p>A summary of the approach to LES monitoring focusing on listing was appended to the report.</p> <p>Action: Each of the four contractor groups have been requested to check if the metrics are correct and to make any recommendations to a future sub-committee with regard to any changes to be made to those metrics.</p>	
7.	<p><u>Committee Escalation and Assurance Report</u></p> <p>Peter Tinson presented this report, highlighting key matters, issues and risks discussed at the group meetings as outlined below and to advise, assure and alert the Primary Care Contracts Sub-committee.</p> <p><u>Primary Medical Services Group</u></p> <p>Peter Tinson updated as follows:</p> <ul style="list-style-type: none"> • there was an update on the capacity and access improvement payment approach for this year • There was an item on the Parkside surgery lease renewal, which was recommended for approval 	

	<ul style="list-style-type: none"> • There was an update on the delivery of the general practice quality contract for 2024/25 and acknowledgement that six practices had fallen below the 80% delivery threshold for the year and would not receive full payment. • There was an update around the special allocation scheme • An update was provided in relation to Gutteridge Medical Centre, which has an ongoing issue around its premises • There was a finance update • The first meeting of the Primary Care Operational Group has taken place and served as an introductory session to review the terms of reference and to discuss the group's purpose and approach. <p><u>Primary Care Dental Services Group</u></p> <p>Amy Lepiorz highlighted the following:</p> <ul style="list-style-type: none"> • The management of anxious patients pathway investment • Contract changes and contract hand backs <p><u>Primary Optometric Services Group</u></p> <p>Dawn Haworth confirmed that the Primary Optometric Services Group meets every two months and that an update report would be presented to the July Sub-committee meeting.</p> <p><u>Pharmaceutical Services Group</u></p> <p>Amy Lepiorz advised that the main thing to highlight for Pharmacy is issues with one particular contractor group and a number of contractual breaches that are taking place at the moment. AL advised that a number of contractual sanctions have been issued and the team are doing a piece of work around this provider and the stability of the provider will be escalated to the sub-committee and the quality group as and when required.</p> <p><u>Primary Care Capital Group</u></p> <p>Paul Juson alerted the sub-committee regarding the general practice notional rent valuations and that the group approved all of the rent reviews recommended by the District Valuation office in line with all approved occupancy information.</p> <p>Each of the service groups concluded their business in line with the terms of reference and it was noted that a copy of the associated risk register was appended to the report.</p> <p>The Primary Care Commissioning Committee received and noted the Alert, Assure and Advise (AAA) reports from the five delegated primary care groups.</p>	
8.	<p><u>Risk Management Update Report</u></p> <p>Claire Moore, Head of Risk Assurance and Delivery for the ICB, presented a report updating on the risk management activity undertaken for those risks relating to the business of the Primary Care Contracts Sub-committee.</p> <p>Following the review of the ICB's committee structures which was approved by the board at its meeting on 19 March, risks held by the ICB which receive oversight through its assuring committees have been re-aligned to the new committees' functions and the ICB's risk management reporting cycle for 2025/26.</p> <p>Those risks which are assessed as having the potential to impact of the achievement of the ICB's strategic objectives are held on the Board Assurance Framework (BAF).</p>	

	<p>There are no risks held on the BAF relating to the business of the Primary Care Contracts Sub-Committee.</p> <p>Risks which are assessed as having the potential to significantly impact on the delivery of plans or priorities and are rated as “high” are held on the Operational Risk Register (ORR). There are three risks held on the ORR in relation to the business of the sub-committee:</p> <ol style="list-style-type: none"> 1. Risk ID ICB 007: Prevalence of dental caries 2. Risk ID ICB 009: GP Contract 2024/25 dispute Collective Action 3. Risk ID ICB 013: There is a risk that the ICB is not sighted on and effectively managing the quality of care delivered by Primary Care. This could adversely impact patient safety, experience, outcomes, clinical effectiveness and the ICB's ability to meet its statutory responsibilities in relation to quality oversight. <p>A summary of the updates provided for each of the above risks are outlined in the report. The full risk register entries and a high level summary dashboard of all risks currently held which meet the threshold for corporate oversight through other assuring committees are appended to the report.</p> <p>Members noted the contents of the report, the risk management activity undertaken, the risks relating to the business of the Primary Care Contracts Sub-committee and the recommendation to EMT for closure of Risk ICB 009.</p>	
9.	<p><u>Any Other Business</u></p> <p>There was no further business.</p>	
10.	<p><u>Date, Time and Venue of Next Meeting</u></p> <p>10 July 2025, 11:00 – 13:00</p>	