

**L & SC Integrated Care Board
Primary Care Contracts Sub-Committee**

Date of meeting	14 th August
Title of paper	Sub-Committee Escalation and Assurance Report
Presented by	Peter Tinson, Director of Primary and Community Commissioning
Author	Sarah Danson, Senior Delivery Assurance Manager David Armstrong, Senior Delivery Assurance Manager
Agenda Item	10
Confidential	No

Purpose of the paper

Executive Summary

This report highlights key matters, issues, and risks discussed at the group meetings detailed below to advise, assure and alert the Primary Care Contracts Sub-Committee.

- Primary Medical Services Group: Peter Tinson (Director of Primary and Community Commissioning)
- Primary Dental Services Group: Amy Lepiorz (Associate Director Primary Care)
- Pharmaceutical Services Group: Amy Lepiorz (Associate Director Primary Care)
- Primary Optometric Services Group: Dawn Haworth (Head of Delivery)
- Primary Care Capital Group: Paul Juson (Head of Delivery Assurance)

Each summary report also highlights any issues or items referred or escalated to other committees or the Board.

Reports approved by each group Chair are presented to the Sub-Committee to provide assurance that the groups have met in accordance with their terms of reference and to advise the Sub-Committee of business transacted at their meeting.

Recommendations

The Primary Care Contracts Sub Committee is requested to:

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

Governance and reporting (list other forums that have discussed this paper and any other engagement that has taken place)

Meeting	Date	Outcomes
Primary Medical Services Group	2nd July 2025	To provide oversight to the Primary Care Contracts Sub-Committee of business conducted at the groups during this period
Primary Dental Services Group	26th June 2025 & 23rd July 2025	

Primary Optometric Services Group	No meeting in reporting period			
Pharmaceutical Services Group	16th July 2025			
Primary Care Capital Group	18th July 2025			
Conflicts of interest identified				
Implications				
<i>If yes, please provide a brief risk description and reference number</i>	YES	NO	N/A	Comments
Quality impact assessment completed			X	
Equality impact assessment completed			X	
Privacy impact assessment completed			X	
Financial impact assessment completed			X	
Associated risks	X			Any risks for Sub-Committee awareness are included in the triple A report
Are associated risks detailed on the ICS Risk Register?	X			Where applicable
Report authorised by	Jane Cass, Director of Partnerships & Collaboration			

ICB Primary Care Contracts Sub Committee
14th August 2025

Sub-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 advise, assure and alert the Sub-Committee.

Committee: Primary Medical Services Group	Date: 2nd July 2025	Chair: Peter Tinson
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
	Nothing to Escalate	
Advise		
Station Surgery Relocation	Station Surgery relocated from Golden Hill Lane to its current premises in West Paddock in February 2021. This was because the Golden Hill Lane premises were found to be unfit for the delivery of clinical services. This relocation was intended to be temporary whilst new premises were found. The West Paddock premises also hosts Leyland Surgery, which is run by the same team as Station Surgery. The group considered that this enabled and supported working across both surgeries and a better and more resilient service offer for patients. Station Surgery submitted a relocation request. The group carefully considered the request and decided that it was in the best interest of patients for both surgeries to remain co-located on the West Paddock site.	Respond to practice and prepare reactive communications.
Kirkham Out of Hours	Two GP practices in Kirkham historically received additional NHS England (NHSE) funding to provide out-of-hours services. This NHSE funding was withdrawn some time ago and the group considered whether the ICB should consequently cease the unfunded payment. The group were informed that this would not impact of the provision of the service. The group considered that three month's notice should be provided to the practices to cease the payment.	Recommendation to Sub-committee

Kirkham Physio	<p>Kirkham practice patients have benefitted from a local physiotherapy service for over 15 years. Other practices access local community or PCN services. This represents an unwarranted variation and commissioning inconsistency.</p> <p>It was considered whether the service should be decommissioned but a number of risks were identified for further exploration, specifically the capacity of alternative providers to absorb this demand.</p>	Explore risks identified and report to a future meeting.
Capacity and Access Improvement Payment (CAIP) 2024/25 Payment Audit	<p>NHS England (NHSE) selected Hyndburn Rural PCN in East Lancashire for a post-payment verification audit of the Capacity and Access Improvement Programme (CAIP).</p> <p>The audit requires submission of evidence demonstrating governance processes, decision-making procedures, and compliance with the CAIP domains.</p> <p>This evidence has been provided to NHSE.</p>	
Dr Ali (Gutteridge Medical Centre)	<p>The group had previously discussed a relocation request related to a breakdown in lease negotiations with the current landlord.</p> <p>The group remained concerned about the potential risk to future service continuity and noted that the information and assurances previously requested had not been provided.</p> <p>The group agreed that in the absence of the additional information requested it was unable to further consider the relocation request.</p> <p>In addition, the group agreed to send a formal contract notice requesting immediate assurance that premises would continue to be available from which to provide services.</p>	<p>Issue a formal contract notice.</p> <p>Risk to be added to register.</p>
Assure		
	Nothing to Escalate	

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
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Primary Medical Services Group	Kirkham Out of Hours	Primary Care Contracts Sub-Committee
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Committee: Primary Care Dental Services Group		Date:26th June 2025	Vice Chair: Paul Juson
Key Items Discussed			
Issue	Committee Update		Action
Alert			
	Nothing to Escalate		
Advise			
Incorporation Request Drakes Dental Limited 100495/0000	<p>Formal request received from Company number: 06526686 Drakes Dental Care Ltd, to incorporate the PDS agreement to Company number: 15382621 Cheadle Associates Limited. Drakes Dental Care Limited currently holds NHS PDS Agreement for the delivery of a Tier 2 Minor Oral Surgery Service (MOS).</p> <p>The group approved the incorporation request conditional to the following:</p> <ul style="list-style-type: none">• The inclusion of Clause 7 – Guarantee within the Novation Agreement for a period of 5 years or upon contract expiry, whichever occurs sooner is sooner from the date of novation.• Clause 65 - to update to service delivery hours only.• Provide a fully completed IPS Audit.• Provider to confirm that the service does not accept patients under the age of 10 years as per the MOS specification.• Provider to provide a response why the clinical data set is listing all claims with “other treatments” and what those treatments are.	Notify provider of the decision.	
Incorporation Request Ritu Dhariwal 197211/0001	<p>Formal request received from Dr Ritu Dhariwal, individual contractor to incorporate the GDS Contract to Company number: 15382621 Cheadle Associates Limited.</p> <p>The group approved the incorporation request conditional to the following:</p> <ul style="list-style-type: none">• The inclusion of Clause 7 – Guarantee within the Novation Agreement for a period of 5 years from the date of novation.	Notify provider of the decision.	

	<ul style="list-style-type: none"> • Clause 65 - will be those listed as outlined within the providers application. • The provider is required to immediately accept all patients who approach the practice for regular dental care and not just those patients classed as “children”. • Provide a fully completed IPS Audit. • The provider is to review the low extraction rate and provide assurance the clinicians working on the contract are not inappropriately referring patients into the Tier 2 Minor Oral Surgery which is co-located at the premises. • The provider is part of the Smart Dental Corporate Body and has been in discussions with the ICB in relation to the clinical quality of all contracts held across the ICB through the DAF process. The provider has advised that they will be sending a further report in October 2025 outlining the further work and clinician training. 	
Community Dental Service - Direct Award C	<p>The report requested the approval to action a Direct Award under the Provider Selection Regime to the 2 incumbent Community Dental Service Providers in Lancashire and South Cumbria (L&SC) for a period of 24 months from 31 March 2026 to 31 March 2028.</p> <p>The group noted the content of the report and supported the recommendations to the Primary Care Contracts Sub-Committee.</p>	Recommendation to Primary Care Contracts Sub-committee August meeting.
Bateman and Best - Student Therapist Extension Request	<p>On 23 July 2023 and 27 June 2024, the Dental Service Group approved a request from Bateman & Best Dental Practice (provider) to increase the number of student therapists for the 2023/24 and 2024/25 academic year to 8 Students with a view to extending into future years subject to surgery capacity. On 13 May 2025, the provider confirmed that UCLAN would like to place 8 student therapists with the practice for the 2025/26 academic year.</p> <p>The group noted that content of the report and approved the provider’s request.</p>	Notify provider of the decision.
Dental Recruitment Incentive Scheme	The group noted the content of the report and supported the recommendation to the Primary Care Contracts Sub-Committee to	Recommendation to Primary Care Contracts

2025-26	approve the extension of the program to the remaining 11 currently approved providers until 31 March 2026.	Sub-committee August meeting.
Assure		

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 Dental Services Group	Community Dental Service - Direct Award C	Primary Care Contracts Sub-Committee
Primary Care Dental Services Group	Dental Recruitment Incentive Scheme 2025-26	Primary Care Contracts Sub-Committee
Committee: Primary Care Dental Services Group	Date:23rd July 2025	Chair: Amy Lepiorz

Key Items Discussed		
Issue	Committee Update	Action
Alert		
	Nothing to Escalate	
Advise		
Bupa Dental Care - Recurrent UDA Transfer Request	<p>Bupa Dental Care submitted a request to transfer units of dental activity (UDAs) from two NHS contracts in Thornton Cleveleys and Blackpool to contracts in Morecambe and Ulverston to support two overseas dentists working towards UK clinician status. The request aims to guarantee income for these clinicians on visas, facilitating their retention in the area.</p> <p>A review of the proposal has been conducted, the ICB dental access data has shown that the Fylde Coast has experienced a decline in adult dental access since November 2023, with significant UDA hand backs and practice closures affecting access to dental services. Access data aggregated across local authority areas show varying recovery and attendance rates for children, adults, and over-65s, with some areas like Morecambe showing better recovery than Thornton Cleveleys and Blackpool.</p>	Notify provider of the decision.

	<p>In response to the significant changes in the levels of contract activity and access rates within the Fylde Coast geography the ICB is currently conducting a thorough review of dental services in the area with an intention to develop recommendations to improve oral health and service provision within the area, as such is not currently considering proposals that would further reduce access to dental services within the area.</p> <p>The group noted the content of the report and declined the UDA transfer request.</p>	
King Street Dental Surgery- Request to Change of Opening Hours within PDS Agreement	<p>King Street Dental Surgery requested to reduce its normal surgery hours under Clause 75 of the PDS Agreement, citing staffing shortages, low patient demand during late and weekend hours, and staff welfare concerns. The provider currently operates extended hours on Tuesdays, Thursdays, and Saturdays but proposes to withdraw these to better align with patient needs and staff capacity.</p> <p>The group reviewed the request, including a patient engagement survey with 200 participants, which indicated strong preference for weekday morning and afternoon appointments and low demand for late evenings and Saturdays.</p> <p>The group noted that the PDS Agreement was awarded through a competitive procurement process and expressed concerns about setting a precedent by approving the reduction.</p> <p>In 2019 the commissioning organisation ran 2 lots within the procurement, the other lot was in Lytham. The provider who won the Lytham PDS agreement has in the past made a similar request to amend/reduce the normal surgery hours under Clause 75. This request was declined due to the agreement being awarded via the formal procurement route.</p>	Notify provider of the decision.

	The group noted the content of the report and declined the request to change of opening hours within PDS agreement.	
Dental Prioritisation Framework 25-26	The group noted the presentation of Dental Prioritisation Framework noting that the indicators previously agreed have been refreshed with the latest data for 25-26.	
Assure		

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

Committee: Primary Optometric Services Group	Date: <u>No meeting this period</u>	Chair:
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
	Nothing to Escalate	
Advise		
Assure		

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

Committee: Pharmaceutical Services Group	Date: 16 July 2025	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
	Nothing to escalate	
Advise		

Core Hours Redistribution - Kadri Pharmacy	<p>Kadri Pharmacy is a 40-hour pharmacy located in Preston who wish to redistribute their current core hour opening times. Redistributing across Monday – Friday, closing on a Saturday.</p> <p>The contractor provided evidence which met the regulation tests in that the proposed hours will meet the needs of the patients.</p> <p>The request was approved.</p>	<p>Notify provider of the decision.</p>
Unforeseen Benefits Prescription Hub Limited	<p>Prescription Hub Ltd submitted an application to open a new pharmacy in the Willow Lane/Hornbeam Road area of Lancaster (LA1) under Regulation 18 – Unforeseen benefits.</p> <p>As per the regulations the applicant hasn't provided any information on how patients cannot access other services in the area, how patients with protected characteristics may have difficulty or evidence of innovative approaches, there is mention of opening additional hours however this wouldn't be deemed as an initiative.</p> <p>The request was refused.</p>	<p>Notify provider of the decision.</p>
Consolidation – Salram Ltd	<p>An application had been received from Salram Ltd who operate a 40-hour pharmacy based at 341 Lytham Road, Blackpool, FY4 1DS. Salram Ltd to consolidate onto 211 Waterloo Road, Blackpool, FY4 2AE meaning if the application was granted, the site at 341 Lytham Road, Blackpool, FY4 1DS would close, and its services transfer to 211 Waterloo Road, Blackpool, FY4 2AE.</p> <p>The HWB were supportive of the application to consolidate and did not feel a gap would be created.</p> <p>The group approved the consolidation for Salram Ltd as it met the requirements in the regulations.</p>	<p>Notify provider of the decision.</p>
Assure		

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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

Committee: Primary Care Capital Group	Date: 18 July 2025	Chair: Paul Juson
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Key Items Discussed		
Issue	Committee update	Action
Alert		
General Practice – Notional Rent revaluations.	<p>The group reviewed the District Valuation Offices' tri-annual reports for notional rents for a number of practices. All revaluations are reported in line with the Premises Cost Directions (2013 or 2024).</p> <p>The group approved all notional rent reviews recommended by the District Valuation Office in line with all approved occupancy information, except for the additional increase for one practice.</p>	Issue documentation to practices notifying and requesting acceptance of the revised values.
Advise		
Improvement Grant Applications.	<p>The group undertook a review of two small improvement grant applications, utilising primary care business as usual capital budget.</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>One grant application was submitted to improve infection control and compliance, the second was to reconfigure the practice reception area to improve access and privacy, these will not incur any additional revenue costs for the ICB.</p>	The formal Grant Agreements will be issued for practices 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.

	The group approved the awarding of the two grants in line with the groups decision making matrix as the grant applied for is below the group authorised approval limit of £50,000.	
GPIT Applications	<p>The group undertook a review of three GPIT project Initiation Documents (PIDs). The three PIDs submitted are in line with the guidance on GPIT investments, have been developed to ensure the main issues relating the general practice digital are addressed, including software, hardware and general equipment.</p> <p>In accordance with the decision-making matrix the PIDs have been approved and will progress to NHS England for their formal approval.</p>	Submit the PIDs to NHS England North West for formal approval, authorisation of the PID from the ICB Director of Finance, NHSE Director of Digital, NHSE NW Regional Director of Finance
Assure		

2. Conclusion

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

3. Recommendations

- 3.1 The Primary Care Contracts Sub 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
July 2025