

**Part 1 Minutes of the ICB Primary Care Contracts Sub- Committee  
Held on 14 August 2025  
11:00 – 12:10 via MS Teams**

<b>Members</b>		
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
Andy Knox	Interim Medical Director	System
<b>Attendees</b>		
David Bradley	Clinical Advisor for Dental Services	System
Collette Walsh	Associate Director Primary Care – Blackburn with Darwen and Lancashire East	System
Nicola Feeney	Pharmacy delivery Assurance Manager	System
Donna Roberts	Associate Director Primary Care – Central Lancashire	System
Ruth Cuthbert	Clinical Advisor for Ophthalmic Services	System
Amy Lepiorz	Associate Director Primary Care – Blackpool, Fylde, Wyre & Lancashire North	System
Umesh Patel	Pharmaceutical Advisor	System
Amanda Bate	Head of Communications and Engagement (Transformation)	System
Jenny Wright	Senior Delivery Officer (minutes)	System
Ref	Item	Action
036	<b><u>Welcome, Introductions and Chair's Remarks</u></b> The Chair welcomed all to the meeting of the Primary Care Contracts Sub-committee.	
037	<b><u>Apologies for Absence/Quoracy of Meeting</u></b> Apologies were received from Lindsey Dickinson, Neil Greaves, Dawn Haworth and Andrew Harrison.  The meeting was quorate.	
038	<b><u>Declarations of Interest</u></b> 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.	
039	<b>a) <u>Minutes from the meeting on 10.07.25</u></b> The Minutes of the Primary Care Contracts Sub-committee held on 10.07.25 were reviewed and agreed as an accurate record.  <b>b) <u>Actions from the meeting held on 10.07.25.25</u></b> The Action log from the Primary Care Contracts Sub-committee held on 10.07.25 was reviewed and updated.	

040	<p><b><u>Primary Care Assurance Framework Annual Submission</u></b></p> <p>Peter Tinson presented the annual self-assessment. The four contractor groups have completed the self-assessment and have rated all areas as green with the exception of contractor compliance/performance. This has been reported as amber due to data/resource limitations.</p> <p><b>Decision: The Subcommittee agreed to recommend to the Executive Committee that the annual submission be approved with one amber rating.</b></p>	
041	<p><b><u>NHS Lancashire and South Cumbria ICB Response to the Draft Lancashire Pharmaceutical Needs Assessment</u></b></p> <p>The pharmaceutical needs assessment was presented by Nikki Feeney. The assessment did not identify any gaps in provision and the subcommittee was asked to support the paper and recommendations.</p> <p><b>Decision: The Sub-Committee agreed to recommend to the Executive Committee their approval and support of the report and recommendations.</b></p>	
042	<p><b><u>GP Patient Survey Results</u></b></p> <p>Amanda Bate presented the GP patient survey results. Amanda reported that the response rate is similar to previous years, results are largely static or slightly improved, with most metrics above national average. Noted the increase in online use and out-of-hours satisfaction.</p> <p>The results have been taken to the Executive committee where the results were welcomed.</p> <p>A discussion was held in relation to survey coverage and representativeness, with suggestions for neighbourhood-level surveys. An observation was made that there are no optometry questions, Ruth Cuthbert confirmed there is an optometry specific questionnaire that is sent to patients.</p> <p><b>Action: Amanda Bate to liaise with Peter Tinson and Julie Colclough in relation to developing neighbourhood specific surveys.</b></p>	AB/PT/ JC
043	<p><b><u>Dental Recruitment Incentive Scheme</u></b></p> <p>Amy Lepiorz provided progress against the dental recruitment incentive scheme, the scheme has been extended with funding available for up to 11 dentists.</p> <p>Amy asked the sub-committee for permission to recruit if dentists become available. This is affordable within the dental surplus budget currently held.</p> <p><b>Decision: The sub-committee agreed to the recruitment of up to a maximum of 11 new dentists ensuring budget compliance.</b></p>	
044	<p><b><u>Integrated Primary Care Performance Report</u></b></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>This month's report included LES data and urgent dental appointments.</p>	

	<p>The report also notes where a metric relates to a specific action/focus in the new NHS 10 Year Plan.</p> <p>Peter highlighted to the group; an update on long-term conditions LES delivery, improvement support for practices, CQC ratings, antimicrobial resistance, opioid reduction (noted as a success), and urgent dental appointments.</p> <p>Kathryn Lord confirmed the practice recently rated as inadequate following a CQC visit, was receiving support from the ICB. It was noted that in some areas relating to governance improvement are required but there were areas noted to be very good or outstanding and there were no concerns regarding patient harm.</p> <p>Andrew White presented the pharmaceutical metrics and noted the reduction in opioid use across LSC has equated to an estimated 13 lives saved.</p>	
045	<p><b><u>Committee Escalation and Assurance Report</u></b></p> <p>Peter Tinson presented the 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>  Station Surgery - Peter Tinson presented the updates on primary medical services. These included Station Surgery relocation refused as it was not deemed to be in patients' best interests.</p> <p>Gutteridge Medical Centre - The lease is still to be signed for Gutteridge Medical Centre and the practice has requested to relocate. In addition, the ICB have requested information from the practice, and this has not been provided. A risk in relation to this has been added to the ICB Corporate Risk Register and a formal contract notice has been issued regarding unsigned lease and relocation request.</p> <p>Assurances have been sought from the practice to confirm they are able to continue providing services.</p> <p><u>Primary Care Dental Services Group</u>  Amy Lepiorz highlighted the following:  BUPA dental care had requested to move services from its Thornton and Cleveleys' branch to other branches. This request has been refused in line with the ICB prioritization matrix</p> <p><u>Primary Optometric Services Group</u>  No issues to report.</p> <p><u>Pharmaceutical Services Group</u>  No issues to report.</p>	
046	<p><b><u>Any Other Business</u></b></p> <p>Peter Tinson raised a question that had been submitted by a member of the public. The question was in relation to the Advice &amp; Guidance LES and a formal written response will be provided to the member of the public. The response will cover that the ICB designed and commissioned an Advice &amp; Guidance (A&amp;G) LES in preparation of the national DES becoming available. The ICB then transitioned practices to the national LES in July 2025. For the initial period practices were paid on a weighted Capitation basis.</p>	

	<p>The second part of the question was if a cap had been applied to payments. The response will state there is an allocated budget but this is not a cap on activity as if a practice reaches their allocated budget they remain able to use A&amp;G and refer.</p> <p>The Primary Care Contracts Sub-Committee approved the content of the formal response which will now be provided to the member of the public.</p>	
047	<p><b><u>Date, Time and Venue of Next Meeting</u></b> 11 September 2025, 11:00 – 13:00</p>	

Draft