

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

<u>Members</u>		
Andy Knox (Chair)	Medical Director, NHS L & SC Integrated Care Board	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
Lindsey Dickinson	Associate Medical Director	System
David Bradley	Clinical Advisor for Dental Services	System
Dawn Haworth	Head of Delivery, Primary & Community Commissioning Team	System
Corrie Llewellyn	Quality Assurance/ Strategic Clinical Lead	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
Sarah Mattocks	Head of Governance	System
Debbie McCann	Delivery Officer (minutes)	System
Ref	Item	Action
048	<u>Welcome, Introductions and Chair's Remarks</u> The Chair welcomed all to the meeting of the Primary Care Contracts Sub-committee.	
049	<u>Apologies for Absence/Quoracy of Meeting</u> Apologies were received from Jane Scattergood, Craig Harris, Stephen Downs, Collette Walsh, and Debra Atkinson. The meeting was quorate.	
050	<u>Declarations of Interest</u> None declared. Participants were requested to declare any interests at the relevant agenda point and observe the 28-day rule to advise of an interest, to ensure that it is included in the draft minutes.	
051	a) <u>Minutes from the meeting on 14.08.25</u> The Minutes of the Primary Care Contracts Sub-committee held on 14.08.25 were reviewed and agreed as an accurate record. b) <u>Actions from the meeting held on 10.07.25.25</u> The Action log from the Primary Care Contracts Sub-committee held on 14.08.25 was reviewed and updated.	

052	<u>5 Year Dental Commissioning Plan - Update</u> Amy Lepiorz provided an update to the Sub-Committee on progress of the 5 year dental commissioning plan. The plan was supported by the Primary Care Commissioning Committee in February 2025 and aims to improve dental access and oral health for targeted groups. The programme is a collection of dental access and oral health initiatives which aim to help improve access and the oral health of priority groups across Lancashire and South Cumbria. While most of the schemes have now commenced, mobilising them has not been without challenges, most of which have been outside of the control of the ICB's Primary and Community Care (PaCC) team and Local Dental Network. The paper provided a summary of progress for each of the projects that make up the programme: • The ICB is currently achieving its target for urgent/unscheduled non-urgent care. • Care pathways are in place for priority patients • Over 3,500 children from the most deprived neighbourhoods have been referred into the child access pathway. • There are now 68 care homes being supported by dental practice teams to improve the oral health of the residents. • The oral health improvement investment will mean an additional 47,600 children across Lancashire and South Cumbria will have access to supervised tooth brushing. • Clinical networks have been convened to support the delivery and oversight of care pathways The plan enables thousands of patients to access dental care, through targeted care pathways, aimed at addressing access inequalities and prioritising clinical need. With 90% of the funding committed, the plan is operating within its financial allocation. As with all projects, there have been challenges and issues that have had to be managed, however the team, including the clinician's supporting delivery, have worked to ensure that the schemes have commenced as quickly as possible. The Primary Care Contracting Sub-committee noted the contents of the report and noted that a further update will be provided at the meeting in March 2026.	
053	<u>Integrated Primary Care Performance Report</u> 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. Work has commenced to review the metrics contained within the report and feedback has been received from other teams within the ICB as well as other partners regarding how the metrics could be improved. In the meantime, some known additional priority metrics will start to be included in this and future reports; namely, Local Enhanced Service (LES) and urgent dental appointments. A table was appended to the report setting out the plans and estimated timescales	

	agreed with the Business Intelligence Team to provide a phased approach to providing data on the 20 LES contracts rolled out during 2025/26. Peter advised members of the very limited Business Intelligence capacity affecting the support we receive which is proving challenging and which required escalating to the sub-committee and indeed has already been escalated to the SIM. Points to note from the report include: • General Practice LES: long term condition holistic health assessment initial delivery package – A total of 53% of practices have delivered more than 25% of their total annual target. • GP CQC Ratings - The number of practices rated as inadequate or requiring improvement has not changed since the last reporting period. However, a practice in BwD has been served 2 warning notices for failing to meet regulations related to safe care and treatment and good governance. At the time of reporting, the practice overall CQC rating remains as Good. • Units of Dental Activity delivered as a proportion of all units of dental activity contracted - In July 2025 the cumulative year-to-date (YTD) position is 103.9% of contracted activity has been delivered. • Urgent Dental Appointments – 700k National Target increase in urgent appointments - The cumulative year-to-date figure is 94.67% against baseline target. During discussion, the following points were noted: • Sarah Mattocks advised of a couple of naming conventions which require updating in the report. There was reference to the Primary Care Commissioning Committee which is no longer established and the Finance and Performance Committee which is now the Finance and Contracting committee. Sarah advised that she would be able to support with this outside of the meeting and also look at this alongside other committee's work plans to ensure where they are referencing them and check the oversight by the committees with the right level of data. • Peter Tinson agreed and advised of the need to align some of the asks being received and that with little support from Business Intelligence and capacity issues within teams, this is not sustainable. Peter advised that this had been escalated to Asim Patel. • There is a roundtable scheduled for Friday 19 September to discuss the digital strategy for the ICB. Peter Tinson and Asim Patel will co-sponsor this event. Representation will be required from Primary Care in order to understand what are the real digital needs and asks of the Primary Care team in 2026. The Primary Care Sub-Committee received the report and noted the achievement against key primary care performance indicators for Lancashire & South Cumbria and, also the actions being undertaken to improve performance against metrics.	
054	<u>Committee Escalation and Assurance Report</u> 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. It also highlights any issues or items referred or escalated to Committees or the Board. <u>Primary Medical Services Group</u> • PCN Phlebotomist ARRS Business Case Bridgedale PCN applied for funding for a phlebotomist role under the Additional Roles Reimbursement Scheme (ARRS). The group raised concerns about additionality, noting that phlebotomy services were already being delivered	

through existing mechanisms such as LSCFT and Local Enhanced Services (LES). The group agreed to not approve the application due to insufficient evidence and the potential for duplicate funding.

- **LES Implementation Update**
96% of GP practices across Lancashire and South Cumbria have signed up to LES contracts, with the highest uptake in Blackburn with Darwen, West Lancashire, and Blackpool.
- **IIF/CQRS Summary**
The Investment and Impact Fund (IIF), part of the Network Contract Directed Enhanced Services (DES), was redesigned for 2024/2025 to focus on two national clinical priorities: HI03, which ensures patients aged 14 and over on the QOF Learning Disability register receive an annual health check and CAN04, which aims to improve cancer referral quality by ensuring that lower gastrointestinal urgent suspected cancer referrals are supported by a faecal immunochemical test result recorded within 21 days prior to referral.
- **Vasectomy Tariff Implementation**
A new vasectomy tariff was agreed in October 2024 to address historical differential payment rates across former LSC CCGs, with implementation agreed from April 2023.
- **Haverthwaite Surgery and Dr Wilsons & Partners – Revenue support**
Haverthwaite Surgery applied for additional revenue funding to support legal fees arising because of their practice relocation into new premises. The group approved the funding following recommendation from the Primary Care Capital Group.
Dr Wilson & Partners applied for additional funding to increase their capacity within their existing premises; this was approved previously by the PMSG and PCCC in 2023 as part of a grant application. The group approved the funding following recommendation from the Primary Care Capital Group. Funding has been approved by the finance team.

Primary Care Dental Services Group

- **Incorporation Request: Woodlands Dental Partnership - Woodlands Dental Partnership** requested to incorporate into a limited company and transfer their NHS contract. Following an internal review, the limited company was deemed eligible, with incorporation planned for 1 October 2025.
- **Primary Care Risk Register -Dental Review** – A full review of all items, and the risk register has been updated, and these will be uploaded to the VERTO system shortly.
- **King Street Dental Practice**
- **Local dispute resolution** has been triggered regarding the refusal to allow changes to contracting hours.

Primary Care Optometric Services Group

- **Contract Delay** - The group approved a delay in issuing a contract for a provider following delays from the contractor in arranging an introductory meeting.

	• Post Payment Variation (PPV) - Risk based sampling for claims submitted between 1 January 2022 and 31 December 2023 has now been received. • Quality in Optometry (QIO) - The programme of QIO visits continue, with face-to-face visits arranged. • Complaints Annual Submission - The 2024/25 complaints survey closed on 6 June 2025. NHSBSA have agreed with NHS England to re-open the submission window until 18 August 2025. The LOC is reminding its members. • Special Schools - A request for Information (RFI) has now been developed and has been shared with colleagues for comment. <u>Pharmaceutical Services Group</u> • Serious Operational Issues - The group were informed of serious operational issues with a contractor who owns three branches in the LSC footprint. A task and finish group is to be set up to consider potential contractual sanctions, support to GP Practices and support to patients affected. • FRW79 Preston Pharmacy – Request to Change Core Hours - Preston Pharmacy is a 40-hour pharmacy located in Preston and has applied to redistribute their current core hour opening times under paragraph 26(1) and paragraph 24(1) of Schedule 4 of the Regulations. Minor changes to opening hours and all regulations were met. Approved. • FVL17 Peel Street Pharmacy – Request to Change Core Hours - Peel Street Pharmacy is a 40-hour pharmacy located in Accrington and has applied to redistribute their current core hour opening times under paragraph 26(1) of Schedule 4 of the Regulations. Minor changes to opening hours and all regulations were met. Approved. <u>Primary Care Capital Group</u> General Practice – Notional Rent revaluations - 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). Each of the service groups have conducted their business in line with their Terms of Reference. The Primary Care Contracts Sub-committee received and noted the Alert, Assure and Advise (AAA) reports from the five primary care groups.	
055	<u>Any Other Business</u> There was no further business.	
056	<u>Date, Time and Venue of Next Meeting</u> 09 October 2025, 11:00 – 13:00	