

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

Date of meeting*	
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	
Confidential	No

Purpose of the paper

The paper is the escalation and assurance report from the formal sub-committee groups.

Executive Summary

The paper 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: Donna Roberts (Associate Director Primary Care)

It also highlights any issues or items referred or escalated to Committees or the Board.

Reports approved by the chair each group are presented to sub-committee to provide assurance that the groups have met in accordance with their terms of reference and to advise the sub-committee of the business transacted.

Recommendations

The Primary Care Contracts Sub-committee is requested to:

- **Receive** and **note** the Alert, Assure, Advise (AAA) reports from the five 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	5 th November 2025	To provide oversight to the Primary Care Contracts Sub-committee of the business

		conducted at the groups during this period.
Primary Dental Services Group	27th November 2025	
Primary Optometric Services Group	No meeting held	
Pharmaceutical Services Group	19 th November 2025	
Primary Care Capital Group	12 th November 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 this triple A report
Are associated risks detailed on the ICS Risk Register?	X			Where applicable

Report authorised by	Craig Harris Chief Operating Officer
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ICB Primary Care Contracts Sub-committee
11 September 2025

Sub-committee Escalation and Assurance Report

1. Introduction

- 1.1 This report highlights key matters and issues discussed at the group meetings since the last report to advise, assure and alert the sub-committee.

Committee: Primary Medical Services Group	Date: 5th November 2025	Chair: Peter Tinson
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
	Nothing to Escalate	
Advise		
Additional Protected Learning Time Request – Fylde Coast	<p>A paper was presented to the group regarding the request from both Chair of Fylde and Wyre PCN clinical directors for two additional PLT sessions in December and January to support discussions on forming a multi-neighbourhood partnership aligned with the 10-year plan.</p> <p>Three options were considered:</p> <ol style="list-style-type: none">1. Approve with out-of-hours funding.2. Approve with practices funding out-of-hours cover.3. Refuse the request. <p>Suggestions were to stagger sessions and confirm all practices are informed and supportive.</p> <p>It was agreed to escalate to Andy Knox and Craig Harris, seek PCN confirmation of practice engagement and funding awareness, and include a checkpoint before sessions to review system pressures with a clause to cancel if pressures are too high.</p>	<ul style="list-style-type: none">- Escalate to Andy Knox and Craig Harris for feedback- Seek written confirmation from PCN Chair that all practices are engaged and supportive, and aware of funding implications.- Build in a checkpoint prior to sessions to assess system pressures and confirm viability.- Include a cancellation clause if system pressures are deemed excessive.

Continuation of Enhanced Ankle Brachial Pressure Index (ABPI) Service in Central Lancashire	<p>The ABPI service is currently commissioned solely through a practice in Central Lancashire. The group agreed to extend the practices contract until year-end at a cost of just over £25,000, within budget, allowing time to develop a 2026/27 commissioning plan.</p> <p>Concerns were raised about repeated short-term contracts and the need for a sustainable solution. A focus group is preparing a proposal to assess nurse capability and model future options, with potential for a wider LES approach.</p> <p>If needed, another short-term extension may be considered, but the aim is to present an early proposal to support financial planning.</p>	<ul style="list-style-type: none"> - Extend the practices contract until end of March 2026. - Develop long-term commissioning proposal for 2026/27, including service model options and practice nurse capability assessment.
Coniston Medical Practice – Provider Evaluation Strategy (PES)	<p>Coniston Medical Practice partners have returned their contract, requiring procurement of a new provider.</p> <p>The Provider Evaluation Strategy (PES), aligned with the SBS strategy and containing only minor amendments, was presented for recommendation to the subcommittee for formal approval.</p> <p>Advice confirmed the current sign-off approach is appropriate despite no explicit delegation reference.</p>	
Adelaide Street Surgery – Proposal for Remedial Notices	<p>Adelaide Street Surgery received three CQC warning notices for breaches in safe care, governance, and staff suitability. An ICB follow-up visit found major concerns in leadership, culture, accountability, and workforce.</p> <p>The practice has an action plan and support from ICB, LMC, and People Directorate, including workshops and development initiatives.</p> <p>A task and finish group advised issuing remedial notices only for direct contractual breaches, consolidating similar issues under single notices.</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

Committee: Primary Care Dental Services Group	Date: 27 November 2025	Vice Chair: David Armstrong
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
King Street Dental Surgery -Opening Hours Request Dispute	<p>A report was presented updating the group on the current position.</p> <p>On 23 July 2025, the Primary Dental Services Group (DSG) considered a request from King Street Dental Practice in Blackpool to reduce their contracted opening hours. This request removed evening, and weekend extended opening hours with an overall reduction off 11 hours 30 mins per week.</p> <p>The Group declined the request, the primary reason being that the contract was awarded following a formal procurement process in 2019, the service specification of which expected appointments to include at least one early evening and the opportunity for patients to access appointments on a Saturday.</p> <p>The provider formally disputed the ICB's decision not to approve the application to reduce their opening hours and the local resolution process therefore commenced.</p> <p>On 25 September 2025, the DSG considered whether the original decision should be confirmed or whether a counteroffer should be proposed to the provider.</p> <p>On 30 October 2025, DSG received a verbal update that a report had been received to say that the practice appeared to be closed on Tuesday 28 October 2025 when the contracted opening times stipulated should be open until 7.30pm. A</p>	<p>Delivery Assurance Team to contact PCC to seek specialist advice</p> <p>Delivery Assurance Team to issue Remedial Notice if guidance supports this action</p>

	<p>review of NHS Choices indicated that the practice opening times were:- Monday: 8:00am – 5:30pm Tuesday: 8:00am – 7:30pm Wednesday: 8:00am – 5:30pm Thursday: 8:00am – 7:30pm Friday: 8:00am – 4:30pm Saturday: closed Sunday: closed Following discussion, it was agreed that the Provider should be invited to confirm whether the practice was open or closed after 5.30pm on the date in question. The Provider confirmed that they were not delivering their contracted opening hours.</p> <p>On 8 November 2025, the ICB received a notification from NHS Resolution confirming the provider had submitted a formal dispute regarding the decision not to approve their application to reduce their opening times. The ICB's representations in relation to the dispute has been submitted to NHS Resolution.</p> <p>The purpose of this report is to consider whether a further remedial notice should be issued in relation to breach of Clause 75, relating to opening times, of the PDS Agreement, or whether the ICB should hold the notice and await the conclusion of the NHS Resolution process before re-considering issuing a remedial notice.</p> <p>The group noted the content of the report and agreed to the following actions:</p> <ul style="list-style-type: none"> • Delivery Assurance Team to contact Primary Care Commissioning (PCC) to seek specialist advice as to whether a remedial notice can be issued whilst there is an ongoing NHS Resolution process. • Delivery Assurance Team to process Remedial Notice if guidance from PCC supports this outcome. 	
Advise		
Incorporation Request – Mr M A Powell & Mr H Sarwar	A report was presented following a formal request from Stephen Knowles, Solicitor and Director of PFM dental, on behalf of	Formally notify provider of the outcome.

	<p>Mr. M. A Powell and Mr. Hajra Sarwar to incorporate the contract.</p> <p>Mr. Powell and Mr. Sarwar are currently operating as a partnership, and the request received is to incorporate the GDS contract to Briercliffe Road Dental Practice Limited (Company number: 06850058).</p> <p>The group noted the content of the report and approved the request conditional to the following recommendations:</p> <ul style="list-style-type: none"> • Inclusion of Clause 7 – Guarantee within the Novation Agreement for a period of 5 Years from the date of novation. • Clarify the contractual opening hours under Clause 65 within the GDS contract. • Removal of Clause 26 	
National Urgent Dental Incentive Scheme 25-26	<p>A report was presented to request approval to utilise further budget surpluses arising within the ringfenced dental budgets, in addition to those already approved, to provide additional financial support and capacity to providers to achieve the following key national and local performance targets of the ICB:-</p> <ul style="list-style-type: none"> - Urgent Dental appointments – allowing providers signing up to the incentive scheme to over perform up to 110% - Waiting List – allowing primary care orthodontic providers to over perform up to 110% to reduce the increasing waiting list for primary care orthodontics services. <p>The group has reviewed the request to over perform, and recommends to the committee that approval is granted.</p> <p>The groups recommendation to the PCCSC is within a separate report to be submitted to the committee for approval.</p>	Subject to a separate report to the committee requesting approval.
Assure		

Contract Changes & Contract Hand backs – October 2025	Assure the Primary Care Contracts Sub Committee that the Group is assured that all processes and contractual changes made by the Delivery Assurance Team are in line with the regulations and the delegated authority for the Dental Services Group.	
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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: Pharmaceutical Services Group	Date: 19 th November 2025	Chair: Donna Roberts
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Key Items Discussed		
Issue	Committee Update	Action
Alert		
Advise		
DSP Application – AYP Healthcare	<p>An application has been received from AYP Healthcare Ltd requesting to operate a distance selling pharmacy at 160-164 Lancaster Road North, Preston, PR1 2PZ.</p> <p>The Group considered the application alongside the pharmacy regulations and found that it did not meet them.</p> <p>Refused</p>	Communicate refusal to PCSE
DSP – BDP Group	<p>An application has been received from BDP Group Ltd requesting to operate a distance selling pharmacy at 9 Trafalgar Street, Burnley, BB11 1TQ.</p> <p>The Group considered the application alongside the</p>	Communicate refusal to PCSE

	<p>pharmacy regulations and found that it did not meet them.</p> <p>Refused</p>	
DSP – Fylde Healthcare	<p>An application has been received from Fylde Healthcare Ltd requesting to operate a distance selling pharmacy at Ground Floor, Fylde House, Brookfield Street, Preston, Lancashire, PR1 1NR.</p> <p>The Group considered the application alongside the pharmacy regulations and found that it did not meet them.</p> <p>Refused</p>	Communicate refusal to PCSE
DSP – SEDR Group	<p>An application has been received from SEDR Group Ltd requesting to operate a distance selling pharmacy at Unit 9005, Venture House, 7-9 Lund Street, Preston, PR1 1YH.</p> <p>The Group considered the application alongside the pharmacy regulations and found that it did not meet them.</p> <p>Refused</p>	Communicate refusal to PCSE
No Significant Change Relocation – Layton Healthcare	<p>An application has been received from Layton Healthcare Ltd requesting a no significant change relocation from 200 Kingscote Drive, Blackpool, FY3 7EN to 9 Westcliffe Drive, Blackpool, FY3 7BJ.</p> <p>The Group considered the application alongside the</p>	Communicate approval to PCSE

	pharmacy regulations and found that it met them. Approved	
Assure		
Changes of Ownership	The Contract Manager is making decisions in line with the Pharmacy Policy Handbook.	

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: 12 November 2025	Chair: Donna Roberts
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Key Items Discussed		
Issue	Committee update	Action
Alert		
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 were approved and are reported in line with the Premises Cost Directions (2013 or 2024). The group reviewed and approved the application for reimbursement of Stamp Duty Land Tax; the practice was supported through the whole process to relocate and sign a lease with CHP and was fully compliant with the PCD24 guidance and the ICB internal processes.	Issue documentation to practices notifying and requesting acceptance of the revised values. Confirm approval of the Stamp Duty Land Tax reimbursement.
Improvement Grant – Griffin Lodge.	The group reviewed the application for a small Section 2 Part 1 grant to be awarded to fund the initial costs relating to the Griffin Lodge project, specifically the design fees and planning costs. This is a CCG legacy scheme, due to the value of the grant the proposal is table under a separate paper Requesting approval to award by the committee as it exceeded the values delegated to the capital group.	Subject to a separate report to the committee requesting approval.
Advise		
Assure		

None		
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3. Conclusion

3.1 Each of the service groups has conducted their business in line with their terms of reference.

4. Recommendations

4.1 The Primary Care Contracts Sub-committee is requested to:

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

Sarah Danson and David Armstrong

Senior Delivery Assurance Managers

November 2025