

**Part 1 Minutes of the ICB Primary Care Contracts Sub- Committee
Held on Thursday 15 January 2026
11:00 via MS Teams**

Members		
Lindsey Dickinson	Associate Medical Director	System
Peter Tinson (Chair)	Director of Primary & Community Care Commissioning	System
Julie Colclough	Primary Medical Care Partner Member	South Cumbria
Andrew White	Chief Pharmacist (joined at 11:15)	System
Judith Williams	Senior Finance Manager	System
Attendees		
Donna Roberts	Associate Director Primary Care – Central Lancashire	System
Amy Lepiorz	Associate Director Primary Care	
Corrie Llewellyn	Quality Assurance/ Strategic Clinical Lead	System
Ruth Cuthbert	Clinical Advisor for Ophthalmic Services	System
Amanda Bate	Head of Communications & Engagement (Transformation)	System
Umesh Patel	Pharmaceutical Advisor	System
Sarah Mattocks	Head of Governance	System
Dawn Haworth	Head of Delivery, Primary & Community Commissioning Team	System
Claire Lewis	Associate Director, Quality Assurance	System
Debbie McCann	Delivery Officer, Primary & Community Care Commissioning Team (Minutes)	System
Ref	Item	Action
001	<p><u>Welcome, Introductions and Chair's Remarks</u></p> <p>Peter Tinson took the Chair in Craig Harris' absence and welcomed all to the meeting of the Primary Care Contracts Sub-committee.</p> <p>He advised that the shorter agenda was due to the timelines for papers in relation to the Christmas and New Year period and the papers not being prepared in time due to annual leave. Therefore, only urgent papers and papers which were already available were included.</p>	
002	<p><u>Apologies for Absence/Quoracy of Meeting</u></p> <p>Apologies were received from Craig Harris, Andy Knox, Kathryn Lord, Peter Gregory, Collette Walsh, David Bradley and Neil Greaves.</p> <p>The meeting was not quorate due to the absence of an Executive member. Therefore, any items for decision would be escalated to the ICB Executive Committee for approval.</p>	
003	<p><u>Declarations of Interest</u></p> <p>None declared. Participants were requested to declare any interest 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.</p>	
004	<p><u>a) Minutes from the meeting on 11.12.25</u></p> <p>It was noted that Claire Lewis had attended the meeting on behalf of Kathryn Lord and was not recorded.</p>	

	<p>With this amendment, the minutes of the Primary Care Contracts Sub-committee held on 11.12.25 were reviewed and agreed as an accurate record.</p> <p>b) <u>Actions from the meeting held on 11.12.25</u> The Action log from the Primary Care Contracts Sub-committee held on 11.12.25 was reviewed and updated.</p>	
005	<p><u>NHS Medium Term Planning Framework</u> Dawn Haworth presented the updated action plan that has been developed in response to the review of the General Practice Locally Enhanced Services (LES) commissioning process for FY25/26.</p> <p>The review of the General Practice Locally Enhanced Services (LES) commissioning process for FY25/26, undertaken by PWC, highlighted several key findings and recommendations relating to:</p> <ul style="list-style-type: none"> • Strategy • Commissioning and contracting • Industrial action • Business case process • Leadership • Communication and stakeholder management. <p>The review was presented to the ICB Board on 24th July 2025, where the recommendations were supported and ICB Executives were asked to develop a detailed action plan. The action plan was presented at PCCSC in September 2025 followed by a progress update against those actions which was presented in November 2025. The paper presented a further update against the action plan and will also be received by the Executive Committee in January 2026.</p> <p>The next update will be presented to the Sub-committee in March 2026.</p> <p>The Primary Care Contracts Sub-committee received and noted the action plan updates.</p>	
006	<p><u>Primary Care Assurance Framework Review Outcome Response</u> Dawn Haworth presented for noting, the ICBs response to the outcome of NHS England's review of the Annual Primary Care Assurance Framework.</p> <p>The ICB has delegated responsibility from NHS England for the commissioning of primary care services. These are:</p> <ul style="list-style-type: none"> • Primary Medical Care Services (GP Practices) • Primary Dental and Prescribed Dental Services (Dental practices) • Primary Ophthalmic Services (Optometry practices) • Pharmaceutical Services and Local Pharmaceutical Services (Pharmacies) <p>The ICB holds a delegation agreement with NHS England which requires the ICB to make primary care commissioning decisions in line with relevant legislation, national policy and agreed processes and to submit an Annual Assurance Framework which was received and approved by the PCCSC on 14th August 2025.</p> <p>On 27th November 2025, NHS England Northwest Region wrote to the ICB noting that the ICB is compliant with the delegation agreement and relevant legislation, but that some risks have been identified. The letter requested an update on the risk and</p>	

	<p>confirmation if the risk has been resolved, along with supporting narrative as to how this has been resolved.</p> <p>The paper, the template and the covering response letter was submitted to NHSE NW on 12th December 2025, confirming that the risk has been resolved and provided information relating to the product of the reactive pathway and also around development and improvements of the technical system.</p> <p>Claire Lewis commented that the paper explicitly references ongoing challenges with capacity, which could mean, unless there is a significant change to the Assurance CHLOEs from NHSE, a bigger issue affecting our response next year as well.</p> <p>The Primary Care Contracts Sub-committee received and noted the ICBs response to the NHSE Primary Care Assurance Framework Review Outcome.</p>	
007	<p><u>Any Other Business</u></p> <p>There was no further business.</p> <p>Part 1 of the meeting closed at 11:15</p>	
008	<p><u>Date, Time and Venue of Next Meeting</u></p> <p>12 February 2026, 11:00 – 13:00 via MS Teams</p>	