

Integrated Care Board

Date of meeting	3 May 2023			
Title of paper	Committee Minutes and Summary of Committee Business			
Presented by	Committee Chairs: <ul style="list-style-type: none"> • Sheena Cumiskey, Quality Committee • Jim Birrell, Audit Committee • Professor Ebrahim Adia, People Board • Debbie Corcoran, Public Involvement Engagement and Advisory Committee • Roy Fisher, Finance and Performance Committee • Dr David Levy, Primary Care Contracting Group 			
Author	Louise Talbot			
Agenda item	5			
Confidential	No			
Purpose of the paper				
To provide the Board with a summary of key business, decisions and progress updates for committee/groups held during March and April 2023.				
Executive summary				
This report provides a summary of the discussion and key decisions taken at the: <ul style="list-style-type: none"> • Quality Committee held on 19 April 2023 • Audit Committee held on 24 April 2023 • People Board – No meetings held since previously reported • Public Involvement Engagement and Advisory Committee workshop held on 22 February 2023 and committee meeting held on 25 April 2023 (verbal) • Finance and Performance Committee – No meetings held since previously reported • Primary Care Contracting Group held on 14 March 2023 and 20 April 2023 				
Recommendations				
The Board is asked to note the highlight reports for those committees that have met since the last Board meeting.				
Governance and reporting (list other forums that have discussed this paper)				
Meeting	Date	Outcomes		
Various committees/groups/ development session/workshop	During March and April 2023	Supported the paper for the Board		
Conflicts of interest identified				
None				
Implications				
If yes, please provide a brief risk description and reference number	Yes	No	N/A	Comments
Quality impact assessment completed			X	

Equality impact assessment completed			X	
Data privacy impact assessment completed			X	
Financial impact assessment completed			X	
Associated risks			X	
Are associated risks detailed on the ICB Risk Register?			X	
Report authorised by:	Debra Atkinson, Company Secretary/Director of Corporate Governance			

Integrated Care Board – 3 May 2023

Summary Report of Committee Business and Progress Update

1.0 Summary of Discussions and Key Decisions from Committee Meetings Held During March and April 2023.

1.1 Paragraphs 2 to 7 provide the Board with updates on formal committee meetings/groups held during March and April 2023.

2.0 Quality Committee – Chair, Sheena Cumiskey

2.1 The following highlight report is a summary of the key decisions taken at the Quality Committee meeting held on 19 April 2023:

ADVISE

- **Policy for Non-Medical Prescribing in General Practice** - Approved

ASSURE

- **Out of area placements for people with learning disabilities and/or learning disabilities and autism** - Good assurance provided on mitigating the risks for patients in out of area placements. Robust monitoring and oversight processes in place.
- **Patient Safety Incident Response Framework** – Good progress was being made in implementing this by Autumn 2023. Work was being undertaken to ensure that issues raised in the Overview and Scrutiny Committees was included in the oversight framework.

ALERT

- Escalation of out of area placements will not cease for those with a learning disability and autism need due to the lack of beds within Lancashire and South Cumbria. Work was being undertaken to address this by 2025. In the meantime, mitigations put in place in care provision.

2.2 Approved minutes of the Quality Committee meeting held on 15 March 2023 are attached at Appendix 1.

3.0 Audit Committee – Chair, Jim Birrell

3.1 The following highlight report is a summary of the key decisions taken at the Audit Committee held on 24 April 2023:

ADVISE

- The Quarter 1 CCG and Quarters 2 – 4 ICB Accounts are progressing towards completion and it is anticipated that all statutory duties will be met and submission deadlines achieved. The ICB Annual Report is being drafted and the final version, (excluding the 2022/23 accounts), should be completed by the end of May.

- The ICB has extended its contract with the Midlands & Lancashire Commissioning Support Unit, (CSU), for 3 years, (with an option to extend for a further 3-year period), with effect from 1.4.23. The Committee discussed the work undertaken on the benefits to the ICB of utilising the CSU, particularly VFM, and asked that a more detailed analysis be brought to a future meeting.
- The Committee reviewed the AAA reports produced following Board Committee meetings and concluded that the process should be enhanced by providing more definitive guidance on the format and content. (The Audit Committee has a particular interest in the assurance section.)

ASSURE

- The Committee was pleased to receive a number of completed Internal Audit reports. These included Substantial Assurance assessments on the work undertaken on “Key Financial Systems” and “ESR HR/Payroll”. A number of other reports stated that controls are being effectively developed and implemented, which adds considerably to the Committee’s level of assurance on the Board’s systems, controls and governance
- Whilst noting that there is still work to be done in producing a Quality Governance Framework, the Internal Audit report on the Niche Urology service concluded that the ICB Quality Team has processes and mechanisms in place to monitor the quality of services and to identify potential areas of concern.

ALERT

- The Head of Internal Audit Opinion is likely to be Limited Assurance and the External Auditor’s Value for Money risk assessment will probably conclude that the ICB has significant risks around Financial Sustainability and Governance. Whilst it was accepted that these assessments are to an extent inevitable due to systems and controls being developed and implemented as the period progressed and both Internal and External Auditors acknowledged the significant work undertaken to get to the current position, the ICB needs to focus early attention on the identified areas of concern
- A discussion on Internal Audit’s review of the Assurance Framework, (BAF), highlighted the importance of developing and extending its use. An Action Plan is being developed and the Committee will monitor progress.
- On behalf of the predecessor CCGs, the ICB will be submitting Mental Health Investment Standard Compliance Statements for 2021/22. Whilst one former CCG marginally failed to achieve the standard, total expenditure across the ICB significantly exceeded the prescribed investment target.

3.2 Approved minutes of the Audit Committee meeting held on 16 March 2023 are attached at Appendix 2.

4.0 People Board – Chair, Professor Ebrahim Adia

4.1 The next meeting will be held on 24 May 2023.

5.0 Public Involvement and Engagement Advisory Committee – Chair, Debbie Corcoran

5.1 Verbal updates will be provided from the workshop held on 22 February 2023 and the meeting held on 25 April 2023.

6.0 Finance and Performance Committee – Chair, Roy Fisher

6.1 The next meeting will be held on 11 May 2023.

7.0 Primary Care Contracting Group – Chair, Dr David Levy

7.1 The following highlight report is a summary of the key decisions taken at the Primary Care Contracting Group held on 14 March 2023:

ADVISE

Decisions made:

- **Membership Change - Central Primary Care Network**– approved the request of two practices to leave Central PCN and accept the new PCN configuration with effect from 1 April.
- **Membership Change – Ribble Medical Primary Care Network** – approved the requested change of three practices leaving to join alternative PCNs and the four remaining practices forming a new PCN with effect from 1 April.
- **Imaan Ltd t/a Miller Road Pharmacy** – approved the application received from Famevalley Ltd to relocate the pharmacy premises.
- **Community Pharmacy Minor Ailments Scheme** – endorse the recommended option D, the cost for the PharmOutcomes license and the cost for the communications plan to be put forward to the Commissioning Resource Group (CRG).
- **Primary Care Capital Investment 23/24** – approved the recommendation of the L&SC Capital Working Group to base the initial plans for capital investment in primary care.
- **General Practice Quality Contract 2023/24** – approved in principle the proposed theme costings and investment plans for each of the historic CCGs.

ASSURE

- **Finance Update – month 10 report** – the group received a report advising of the month 10 financial position.
- **Triple A Reports from Subgroups** – The group received highlight reports from the contracting sub groups.

7.2 The following highlight report is a summary of the key decisions taken at the Primary Care Contracting Group held on 20 April 2023:

ADVISE

Decisions made:

- **Proposal to Develop a Procurement Evaluation Strategy (PES) and Provide Procurement Training** – approved the proposal to secure expert support from NHS Shared Business Services (SBS) to:
 1. Support the development of a standard ICB Procurement Evaluation Strategy (PES) for general practice services learning from recent procurement exercises.
 2. Provide procurement awareness and training sessions for ICB senior leaders.

ASSURE

- **BUPA Dental Care – Update** – the group received an update in relation to a recent national announcement from Bupa Dental Care to close, sell or merge a total of 85 dental practices across the United Kingdom. Of these 85 practices, 71 currently provide NHS services, and 5 of which affect Lancashire and South Cumbria.
- **Changes to the GP Contract in 2023/24** – The group received and noted the information recently published regarding changes to the GP contract 2023/24. The group further agreed ICB actions to support and enable delivery of the requirements.

8.0 Recommendations

- 8.1 The Board is asked to note the summary of discussions and key business of the committees/groups of the Board held during March and April 2023.

Committee Chairs