

ICB Primary Care Commissioning Committee

Date of meeting	8 June 2023
Title of paper	Contractual Notice for the commissioning of Ancillary Support Services
Presented by	Amy Lepiorz, Associate Director Primary Care
Author	Michael Anderson Delivery Assurance Manager – Medical & Optometry
Agenda item	5.1
Confidential	No

Purpose of the paper				
<p>This paper accompanies and summarises a contractual notice for Ancillary Support Services. The contractual notice was served to Lancashire & South Cumbria Integrated Care Board (ICB) by NHS England as part of the Delegation Agreement as of April 2023. The purpose of this paper is to inform the Primary Care Commissioning Committee of the current arrangements with regards to Ancillary Services.</p>				
Executive summary				
<p>As set out in the Delegation Agreement, ICBs are responsible for the procurement, management and monitoring of contracts for the provision of Ancillary Support Services as required to support the ICB in the effective discharge of the Delegated Functions. These include Clinical Waste, Translation and Interpretation Services and Occupational Health Services. In Lancashire and South Cumbria only a clinical waste service has transferred.</p> <p>This Contractual Notice provides detail on the arrangements in place for the commissioning of ancillary support services in Lancashire and South Cumbria.</p>				
Recommendations				
<p>The Primary Care Commissioning Committee is requested to formally receive the Ancillary Support Service contract notice.</p>				
Governance and reporting (list other forums that have discussed this paper)				
Meeting	Date	Outcomes		
N/A	N/A	N/A		
Conflicts of interest identified				
Not Applicable				
Implications				
<i>If yes, please provide a brief risk description and reference number</i>	Yes	No	N/A	Comments

Quality impact assessment completed			✓	
Equality impact assessment completed			✓	
Data privacy impact assessment completed			✓	
Financial impact assessment completed			✓	
Associated risks			✓	
Are associated risks detailed on the ICB Risk Register?			✓	

Report authorised by:	David Levy, Chief Medical Officer
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ICB Primary Care Commissioning Committee

Contractual Notice for the commissioning of Ancillary Support Services

1. Introduction

- 1.1 This paper accompanies and summarises the contractual notice for Ancillary Support Services served to Lancashire & South Cumbria Integrated Care Board (ICB) by NHS England as part of the Delegation Agreement, April 2023.
- 1.2 It is set out within the Delegation Agreement, that ICBs are responsible for the procurement, management and monitoring of contracts for the provision of Ancillary Support Services as required to support the ICB in the effective discharge of the Delegated Functions. These include Clinical Waste, Translation and Interpretation Services and Occupational Health Services. In Lancashire and South Cumbria only a clinical waste service has transferred, as no formal contracts were in place for the other services.
- 1.3 This Contractual Notice provides detail on the arrangements in place for the commissioning of ancillary support services in Lancashire and South Cumbria.

2. Contract Notice Information

- 2.1 The arrangements in place for the commissioning of ancillary support in Lancashire and South Cumbria are shown in the table below:

Contractor Name	Contractor Type	Contract Date
PHS	Pharmacy Clinical Waste	01.02.2023 - 31.07.2023

- 2.2 The initial contract term was for 12 months with the option to extend for a further 6 months, effective from the 1 August 2021. This provided a maximum contract period of 18 months as below:
 - Initial 12 months to: 31 July 2022
 - 6 months extension: 31 January 2023
 - Current contract exp: 31 July 2023

The decision to extend the current contract as of 31 January 2023 was reached at the Primary Care Contracting Group.

- 2.3 To the extent that they are applicable to the ICB, the Ancillary Support Services Contracts are allocated to the ICB within the scope of the Delegated Functions as of April 2023 and the following shall apply:

- 2.3.1 The ICB is required to manage those Ancillary Support Services Contracts, along with any related matters concerning the Ancillary Support Services Contracts, in accordance with the terms of the Delegation Agreement.
 - 2.3.2 The ICB can agree that any of the Ancillary Support Services Contracts are managed by a lead ICB through a multi-ICB arrangement.
 - 2.3.3 Where any of those Ancillary Support Services Contracts expire or are terminated, they will be deemed removed from the list contained in Annex A as from the date of expiry or termination. However, the ICB will remain responsible for dealing with any post-termination issues.
- 2.4 It is stipulated within the contract notice that whilst Lancashire and South Cumbria ICB is now the delegated commissioner of the Ancillary Support Services and therefore the authority in respect of its Area, the Ancillary Support Services Contracts will continue to be held in NHS England's name. As such the ICB must work with NHS England collaboratively in relation to addressing contractual issues that may arise during the contract period.

Unless otherwise agreed, the contract notice states that the ICB must make appropriate contractual arrangements to ensure continuity of Ancillary Support Services from the date of expiry of the current contracts.

- 2.5 The ICB is currently seeking direction from the Senior Programme Lead for GP Commissioning & Primary Care Ancillary services within the NHS England National Team in anticipation of the contract end date to ensure continuity of service from 31 July 2023.

3. Recommendations

- 3.1 The Primary Care Commissioning Committee is requested to:
 - 1. Formally receive the Ancillary Support Service contract notice

Michael Anderson

June 2023

Appendix One

Ancillary support service contract notice



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