

## ICB Primary Care Commissioning Committee

Date of meeting	01 May 2024
Title of paper	Committee Escalation and Assurance Report
Presented by	Peter Tinson, Director Primary Care
Author	Amy Lepiorz, Associate Director Primary Care
Agenda item	11
Confidential	No

### Executive summary

This report highlights key matters, issues, and risks discussed at the below group meetings since the last report to the Committee on 14<sup>th</sup> March 2024 to advise, assure and alert the Primary Care Commissioning Committee.

- Primary Medical Services Group: Peter Tinson (Director of Primary Care)
- 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 of Primary Care)

Each summary report also highlights any issues or items referred or escalated to other committees or the Board.

Reports approved by each Group Chair are presented to Committee to provide assurance that the committees have met in accordance with their terms of reference and to advise the Committee of business transacted at their meeting.

### Recommendations

The Primary Care Commissioning Committee is requested to:

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

### Which Strategic Objective/s does the report relate to:

		Tick
SO1	Improve quality, including safety, clinical outcomes, and patient experience	X
SO2	To equalise opportunities and clinical outcomes across the area	
SO3	Make working in Lancashire and South Cumbria an attractive and desirable option for existing and potential employees	
SO4	Meet financial targets and deliver improved productivity	
SO5	Meet national and locally determined performance standards and targets	
SO6	To develop and implement ambitious, deliverable strategies	

### Implications

	Yes	No	N/A	Comments
Associated risks				Any risks for the committee's awareness are included in the triple A report.
Are associated risks detailed on the ICB Risk Register?				
Financial Implications				

**Where paper has been discussed** (list other committees/forums that have discussed this paper)

Meeting	Date	Outcomes		
Primary Medical Services Group	21/03/2024	To provide oversight to the Primary Care Commissioning Committee of business conducted at the Groups during this period.		
Primary Dental Services Group	21/03/2024			
Primary Optometric Services Group	N/A			
Pharmaceutical Services Group	20/03/2024			
Primary Care Capital Group	20/03/2024			
Conflicts of interest associated with this report				
Not Applicable				
Impact assessments				
	Yes	No	N/A	Comments
Quality impact assessment completed			x	
Equality impact assessment completed			x	
Data privacy impact assessment completed			x	
Report authorised by:		Craig Harris, Chief Operating Officer		

# Primary Care Commissioning Committee

01 May 2024

## Committee Escalation and Assurance Report

### 1. Introduction

1.1 This report highlights key matters, issues, and risks discussed at the Service Group meetings since the last report to the Committee to advise, assure and alert the Primary Care Commissioning Committee.

Committee: Primary Care Medical Services Group	Date: 21 <sup>st</sup> March 2024	Chair: Amy Lepiorz
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Key Items Discussed		
Issue	Committee update	Action
<b>Alert</b>		
Aughton Surgery Extension & Rent Reimbursement	<p>Aughton Surgery is based within the Ormskirk PCN with 6,338 patients. A revenue cost increase has been requested due to the reconfiguration and extension to the existing structure. The total amount requested for the Revenue Cost Increase is £3,230 per annum in rent reimbursement.</p> <p>The Primary Medical Services group noted the contents of the paper and supported to reconfigure and expand the capacity of the practice's premises.</p>	
The Elms Practice - Rent Reimbursements	<p>In 2013 The Elms Practice relocated their practice from 5 Derby St to 16 Derby St, Ormskirk which was approved by the West Lancashire Primary Care Commissioning Committee. In 2019, the practice requested that their rent was to be moved onto the standard Tri-Annual Review Process.</p> <p>The full cost of implementing the proposal up to 31st March 2024, (backdated to 31st December 2019) is £43,371. With further increased from the review date of 31st December 2022.</p> <p>The Primary Medical Services Group noted the contents of the paper and supported the proposal to revise the value of reimbursement to the practice with effect from 31st December 2019 to £33,200, and to support the reinstatement of the practice's tri-annual rent review process from the same date. The group also agreed to support the practice proposal to adopt the lease as a basis for future reimbursements.</p>	
GP Quality Contract	The Primary Medical Services Group agreed to the following updates and acknowledged the	

	<p>redistributions of the funding for Central Lancashire and Fylde Coast.</p> <ul style="list-style-type: none"> <li>Prostate Cancer Injections – Previously within the reinvestment category for Lancashire North has been updated for the proposal to be moved into the review category as a priority one and will be reviewed within the year. The funding for this will come from the Morecambe Bay North Quality Contract.</li> <li>Transitional Period – Practices are to be given a one-month transitional period due to the timescales of the implementation of the 2024/2025 contract. This will mean that 1/12 worth of activity is protected and guaranteed. The guaranteed activity will be applied as part of the annual reconciliation.</li> <li>Service Specifications – As part of the engagement with practices on the service specifications, feedback has been received regarding the respiratory specification. In response to this a significant review is being undertaken, which may delay its release. Three service specifications have been agreed for inclusion in the GPQC 2024/2025 which are Frailty, Structured medication reviews (SMRs) &amp; Respiratory</li> </ul>	
QOF Reagent Paper	<p>In January 2024, the ICB received a letter from the Local Medical Committee (LMC) on the authority of the Lancashire Pennine Committee who had asked the LMC to formally request assurances for the relevant QOF indicators that are affected by a national reagent shortage. The letter described a national shortage of Reagent that began in April 2023 and lasted until November 2023.</p> <p>Practices in Pennine could be penalised for the CHOL001 and CHOL002 indicators which are worth 30 QOF points collectively. The LMC have requested these practices are paid for these indicators to the value of the QOF point in 2023/2024 which is £213.43 with a total of £6,402.90 to be paid to each practice.</p> <p>The Primary Medical Services Group noted the contents of the paper and delegated the final decision down to Lindsey Dickinson and Peter Gregory on the principle that payment protection plan is put in place.</p>	Further work regarding the difference between the full achievement and historical achievement to be conducted. Once completed, the final decision will be delegated to Lindsay Dickinson & Peter Gregory.
<b>Advise</b>		
Assurance Framework Q4	As part of the delegation of Primary Care Services the ICB is required to complete an	

	<p>annual self-declaration to confirm compliance with the four domains, which are guidance, service, provision, contracting and contracting provider compliance, and following a recent review by Mersey internal audit, it was agreed to streamline the process and it was agreed that groups will be presented with a quarterly return.</p>	
Clinical Waste Options for Future Provisions of Service	<p>Following a notification from NHS England it was confirmed that they will not be leading the procurement of Clinical Waste Services for GP and Pharmaceutical Waste on behalf of the ICB going forward. Following on from discussions with NHSE they are in favour of Crown Commercial Services framework (or alternate routes as otherwise determined by individual ICBs).</p> <p>The options outlined in the briefing documents are –</p> <p><b>•Crown Commercial Services (CCS) Led Framework Agreement Call-Off</b> This is the recommended approach by NHS England as this route will offer the lowest commercial risk to NHS England (compared to if NHS England ran an open procurement on behalf of ICBs) and to ICBs. ICB's will be able to call off their requirements (either individually or potentially as a group of ICBs in regional lots) against the CCS hosted framework agreement.</p> <p><b>•Managing Agent (Anenta) Led Open Procedure</b> Anenta has opted to commercially offer to their ICB clients (and ICB's not currently using Anenta) a collective open procurement. Participating ICB's will be coordinated in a single Anenta led open procedure procurement process.</p> <p><b>•ICB Led Procurement Procedure</b> ICB's are fully delegated responsibility for arranging the provision of primary CW services and therefore have full discretion to choose how they wish to procure CW services for their primary care sites and are not mandated to follow the NHSE recommended option.</p> <p>The Primary Medical Services Group agreed to recommend Managing Agent (Anenta) Led Open Procedure.</p>	
<b>Assure</b>		
Review of Terms of Reference & Decision-Making Matrix	<p>The following updates of the Terms of Reference were supported and reviewed by the group –</p> <ul style="list-style-type: none"> <li>Decision Making &amp; Voting - If a decision is needed which cannot wait for the next scheduled meeting, the Chair may conduct business on a virtual basis using telephone, email, or other electronic communication.</li> </ul>	

	<ul style="list-style-type: none"> <li>Quorum – Inclusion of a Senior Delivery Assurance Manager to be included in core membership.</li> </ul> <p>The following updates of the Decision-Making Matrix were supported and reviewed by the group –</p> <ul style="list-style-type: none"> <li>Contract Extension - Where approved contracts contain provision to extend beyond the original end date and prescribe the extension period the group can determine whether to exercise the extension option.</li> </ul>	
Primary Medical Services Group Workplan	Within the recent Mersey Internal Audit Report there has been a recommendation that all our four Primary Care Contracting Groups plus the Capital Working Group have an annual plan in place to outline key workstreams which are to be considered by each of the groups and will be reported back to the Primary Care Committee for approval and oversight to ensure the group have complied with the MIAA Report.	The group is to provide any further key workstreams to be added to the workplan, ready to be presented to the Primary Care Commissioning Committee in April.

**Summary of items or issues referred to other committees or the Board over the reporting period.**

Committee and Date	Item or Issue	Referred to

<b>Committee: Primary Dental Services Group</b>	<b>Date: 21/03/2024</b>	<b>Chair: Amy Lepiorz</b>
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<b>Key Items Discussed</b>		
<b>Issue</b>	<b>Committee update</b>	<b>Action</b>
<b>Alert</b>		
	<b>Nothing to Escalate</b>	
<b>Advise</b>		
<b>Incorporation Request – Hardhorn Road Dental Partners</b>	<p>After an informed discussion, the group supported and approved the contractors request to incorporate the NHS GDS Contract to the limited company and the effective date of novation to be confirmed by provider. This approval is subject to the following:</p> <ul style="list-style-type: none"> <li>• Clause 7 - Guarantee within the Novation Agreement for a period of 5 years from the date of novation.</li> <li>• The contractual opening hours remain as outlined in Schedule 5 from 1 April 2016.</li> <li>• Practice visit to be undertaken by Lancashire &amp; South Cumbria Dental Advisor</li> <li>• Dental Delivery Assurance Team to arrange for a contractual review to be undertaken by NHSBSA in October 2024 to ensure resolution of coding issue.</li> </ul>	Notify the contractor of the approval
Terms of Reference- Annual Review	The terms of reference were reviewed and recommendations to be sent to April PCCC for consideration and approval.	Notify the provider
Decision Making Matrix – Annual Review	<p>The Decision-Making Matrix has been reviewed in line with the 'NHS England Policy Book for Primary Dental Services, which was updated on 17<sup>th</sup> August 2023.</p> <p>The recommendations to be sent to April PCCC for consideration and approval.</p>	.
Sub-Contracting – Smile Dental Clinic	The group previously approved a Relocation Request from this provider in December 2023. The provider has requested to sub-contract the services to ISSA Medical Centre from 1 <sup>st</sup> April 2024 until the official relocation to The Fatima Health Centre, which is due on the 1 <sup>st</sup> July 2024. The group considered and approved the request to ensure continuity of care and access to dental services for patients.	Notify the contractor and request further information and clarification.
Sub-Contracting – Nelson Centre Dental practice	We have been notified that the provider has moved premises without an official relocation request. The provider was informed to cease	Implement the new gateway process and notify applicants of the decisions.

	<p>working immediately and submit a sub-contracting request.</p> <p>Contract sanctions will be considered following a full briefing paper at the April DSG.</p> <p>The group considered and approved the sub-contracting request to ensure continuity of care for patients.</p>	
<b>Assure</b>		
Contract Changes & Contract Handbacks – February 2024	Assure the Primary Care 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.	

**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: 20/03/2024	Chair: Amy Lepiorz
Key Items Discussed			
Issue	Committee update		Action
Alert			
	Nothing to Escalate		
Advise			
Community Pharmacy Assurance Framework (CPAF) Breaches	<p>ICBs use the Community Pharmacy Assurance Framework (CPAF) to monitor community pharmacy owners' compliance with the terms of the Community Pharmacy Contractual Framework (CPAF)</p> <p>The CPAF is mandatory and should be completed every year.</p> <p>After receiving the submission data from NHS Business Services Authority (NHSBSA) it has been identified that several pharmacies did not complete their CPAF submission for 2023/24</p> <p>Update: Local Dispute Resolution entered into. Out of the 7 pharmacies contacted 2 did not provide any reason to the Delivery Assurance Team for non – completion of their CPAF.</p> <p>Breach notices to be issued.</p>	Issue breach notices to 2 pharmacies.	
Haverthwaite Surgery (a Dispensing GP) – Application for Relocation of Practice Premises	<p>Haverthwaite Surgery operates a dispensing GP service from Backbarrow, Ulverston, LA12 8QF and wishes to relocate to Oak Bank, Haverthwaite, Ulverston, LA12 8SL.</p> <p>The Contractor has provided evidence for the request to relocate and has provided a rationale that there will be no significant change to accessibility of services for anyone currently using them. Also, the Contractor has provided assurances that all services currently provided will be maintained and there will be no interruption in opening times or services provided.</p> <p>Application Approved</p>	Application approved – complete necessary paperwork	
LP SD Forty Six Limited t/a Allied Pharmacy Thornton Medical Centre (FKL03) – an application for Temporary Arrangements Because of Circumstances Beyond the Control of NHS Chemist requiring the flexible provision of Pharmaceutical List	<p>LP SD Forty Six Limited t/a Allied Pharmacy Thornton Medical Centre operates a pharmacy at Thornton Medical Centre, Church Road, Thornton, FY5 2TZ and wishes to temporarily relocate to 108 Fleetwood Road North, Thornton, FY5 4AF.</p> <p>The Contractor has provided evidence for the request to temporarily relocate and has provided a rationale that there will be no significant change to accessibility of services for anyone currently using them. Also, the Contractor has provided assurances that all services currently provided will be maintained and there will be no interruption in opening times or services provided.</p>	Application approved – complete necessary paperwork	

	<p>The Contractor states that its control has been compromised as the landlord is not engaging in meaningful negotiation re: lease arrangements and threat of eviction.</p> <p>Application approved.</p>	
<p><b>Slaidburn Country Practice (a Dispensing GP) – Application for Outline Consent and Premises Approval</b></p>	<p>Slaidburn Country Practice operates a dispensing GP service from Townend, Slaidburn, Clitheroe, BB7 3EP and wishes to request outline consent and premises approval.</p> <p>The Contractor has provided evidence for the request to dispense and the accessibility of services for anyone currently using them. Also, the Contractor has provided assurances that all services currently provided will be maintained and there will be no interruption in opening times or services provided</p> <p>Application approved.</p>	<p>Application approved – complete necessary paperwork</p>
<p><b>Clinical Waste Options for Future Provisions of Service</b></p>	<p>Following a notification from NHS England it was confirmed that they will not be leading the procurement of Clinical Waste Services for GP and Pharmaceutical Waste on behalf of the ICB going forward. Following on from discussions with NHSE they are in favour of Crown Commercial Services framework (or alternate routes as otherwise determined by individual ICBs). The options outlined in the briefing documents are –</p> <ul style="list-style-type: none"> <li>•Crown Commercial Services (CCS) Led Framework Agreement Call-Off This is the recommended approach by NHS England as this route will offer the lowest commercial risk to NHS England (compared to if NHS England ran an open procurement on behalf ICBs) and to ICBs. ICB's will be able to call off their requirements (either individually or potentially as a group of ICBs in regional lots) against the CCS hosted framework agreement.</li> <li>•Managing Agent (Anenta) Led Open Procedure Anenta has opted to commercially offer to their ICB clients (and ICB's not currently using Anenta) a collective open procurement. Participating ICB's will be coordinated in a single Anenta led open procedure procurement process.</li> <li>•ICB Led Procurement Procedure ICB's are fully delegated responsibility for arranging the provision of primary CW services and therefore have full discretion to choose how they wish to procure CW services for their primary care sites and are not mandated to follow the NHSE recommended option.</li> </ul> <p>The Pharmaceutical Services Group agreed to recommend Managing Agent (Anenta) Led Open Procedure. ,</p>	
<b>Assure</b>		
<p><b>Review of Terms of Reference &amp;</b></p>	<p>The following updates of the Terms of Reference were supported and reviewed by the group –</p>	

<b>Decision-Making Matrix</b>	<ul style="list-style-type: none"> <li>Decision Making &amp; Voting - If a decision is needed which cannot wait for the next scheduled meeting, the Chair may conduct business on a virtual basis using telephone, email, or other electronic communication.</li> <li>Quorum – Inclusion of a Senior Delivery Assurance Manager to be included in core membership.</li> </ul> <p>The following updates of the Decision-Making Matrix were supported and reviewed by the group –</p> <ul style="list-style-type: none"> <li>Contract Extension - Where approved contracts contain provision to extend beyond the original end date and prescribe the extension period the group can determine whether to exercise the extension option.</li> </ul>	
<b>Pharmaceutical Services Group Workplan</b>	Within the recent Mersey Internal Audit Report there has been a recommendation that all five of our four Primary Care Contracting Groups including the Capital Working Group have an annual plan in place to outline key workstreams which are to be considered by each of the groups and will be reported back to the Primary Care Committee for approval and oversight to ensure the group have complied with the MIAA Report.	

**Summary of items or issues referred to other committees or the Board over the reporting period.**

<b>Committee and Date</b>	<b>Item or Issue</b>	<b>Referred to</b>
<b>Primary Care Committee</b>		

Committee: Primary Care Capital Group	Date: 20/03/2024	Chair: Donna Roberts
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Key Items Discussed		
Issue	Committee update	Action
<b>Alert</b>		
None		
<b>Advise</b>		
Capital Investment Pipeline 2024/25	The group continues to develop the capital grant pipeline for 2024/25, and initial review of the 78 expressions of interest received was undertaken.	
<b>Assure</b>		
None		

Summary of items or issues referred to other committees or the Board over the reporting period.

Committee and Date	Item or Issue	Referred to

### **3. Conclusion**

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

### **4. Recommendations**

3.1 The Primary Care Commissioning Committee is requested to:

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

**Amy Lepiorz, Associate Director Primary Care**

**18/04/2024**