

Subject to Ratification at the Next Meeting

**Minutes of the Primary Care Commissioning Committee
Held in Public on Friday 20 December November 2024 at 11am via
MS Teams**

Name	Job Title	Organisation
Members		
Debbie Corcoran	Chair/Non-Executive Member	L&SC ICB
Ian Cherry	Vice Chair/Co-opted Lay Member	L&SC ICB
David Levy	Medical Director	L&SC ICB
Peter Tinson	Director of Primary & Community Commissioning	L&SC ICB
Corrie Llewellyn	Primary Care Nurse	L&SC ICB
John Gaskins	Associate Director of Finance	L&SC ICB
Paul Juson	Head of Delivery and Assurance	L&SC ICB
Kathryn Lord	Director of Quality Assurance & Safety (Member)	L&SC ICB
Neil Greaves	Director of Communications and Engagement	L&SC ICB
Andrew White	Chief Pharmacist	L&SC ICB
Participants		
Donna Roberts	Associate Director Primary Care, Lancashire (Central)	L&SC ICB
Collette Walsh	Associate Director, Primary & Community Commissioning Team	L&SC ICB
Umesh Patel	Clinical advisor for Pharmaceutical Services	L&SC ICB
Amy Lepiorz	Associate Director Primary Care	L&SC ICB
Ismail Mulla	Delivery, Planning & Transformation Manager	L&SC ICB
David Armstrong	Primary Care Senior Delivery Assurance Manager	L&SC ICB
In Attendance		
Sandra Lishman	Committee and Governance Officer	L&SC ICB

No	Item	Action
Standing Items		
PCCC/ 56/24	<p>Welcome, Introductions and Chair's Remarks</p> <p>The Chair welcomed the committee and members of the public, emphasising that meeting in public supported transparency of ICB decision-making. She advised that the meeting was being held via MS Teams for flexibility due to the changed date to ensure quoracy. She requested that public members keep their cameras</p>	

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	off and microphones on mute for smooth meeting proceedings. She also reminded colleagues not to use the chat function and to raise hands for discussions.	
PCCC/57/24	<p>Apologies for Absence / Quoracy of Meeting</p> <p>Apologies for absence had been received from Craig Harris, Julie Colclough, Lindsey Dickinson, David Blacklock, and David Bradley. Sandra Lishman was supporting the meeting as secretariat in Jo Leeming's absence.</p> <p>The meeting was declared quorate.</p>	
PCCC/58/24	<p>Declarations of Interest</p> <p>(a) Primary Care Commissioning Committee Register of Interests</p> <p>Noted.</p> <p>RESOLVED: That there were no declarations made relating to the items on the agenda. The Chair asked that she be made aware of any declarations that may arise during the meeting.</p>	
PCCC/59/24	<p>(a) Minutes of Meetings and Matters Arising:</p> <p>i. 10 October 2024</p> <p>ii. 25 November (extraordinary meeting)</p> <p>It was noted that for the minutes of the meeting on 25 November, minute reference PCCC/54/24 ELA (Dill Hall) Contract Extension, the sentence on page 2 'the committee approved delegated authority to C Harris to approve the final contract up to £500k' should be amended to 'of less than £500k.'</p> <p>RESOLVED: That subject to the above amendments, the committee approve the minutes of the meetings held on 10 October and 25 November 2024.</p> <p>(b) Action Log</p> <p>The log was updated accordingly.</p>	
Commissioning Decisions		
PCCC/60/24	<p>Relocation Requests:</p> <p>(a) King Street</p> <p>P Tinson advised that the report presented an application from P81726 King Street Medical Centre to relocate from the current practice premises at King Street Medical Centre, 43 King Street, Accrington, BB5 1QE to Acorn Primary Health Care Centre, 421 Blackburn Road, Accrington, BB5 1RT. The proposed new premises was 0.6 miles, 3 minutes by car or 13 minutes walking, from the current premises and was purpose-built primary care modern facilities. It was noted that this had informed wider strategic infrastructure plans of the practice. This would also afford an opportunity to co-locate with other practices, including one being considered in the second application on today's agenda. Another benefit would be the reduction of void space. The impact assessments had been undertaken and submitted, and no issues had been identified. Patient engagement had been undertaken with no significant concerns raised and the current premises had been recognised to be outdated. There had been positive feedback received on the current service provided.</p>	

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	<p>D Levy noted that the Quality Impact Assessment (QIA) would need final sign off from himself and Sarah O'Brien but that could be done later. The committee recognised the potential opportunities of co-locating practices to ensure consistency and improved quality. Also, as part of conversations through practice improvement visits, opportunities for co-located practices working together more closely would be explored.</p> <p>The Chair noted the strategic fit, patient engagement, and financial clarity for this request.</p> <p>RESOLVED: The committee agreed the relocation of P81726 King Street Medical Centre, 43 King Street, Accrington, BB5 1QE to Acorn Primary Health Care Centre, 421 Blackburn Road, Accrington, BB5 1RT</p> <p>(b) Church Street</p> <p>P Tinson advised that the report presented an application from P81166 Dr Bello's Surgery to relocate from the current practice premises at Dill Hall Surgery, 6-8 Church Street, Accrington, BB5 4LF to Acorn Primary Health Care Centre, 421 Blackburn Road, Accrington, BB5 1RT. The proposed new premises was only 588 metres from the current location and the benefits outlined in the just considered King Street relocation equally applied to this request. Both were small practices with small patient lists, and therefore there would be strategic opportunities of them working together.</p> <p>A query was raised as to whether there was an unsigned lease that it could be inferred as being enforceable. C Walsh advised the ICB had been informed by the practice that there was no unsigned lease, and the practice is aware that any liabilities with their current scenario remained with them. It was agreed that specifying this would be a condition as part of the approvals for both this and the King Street Medical Centre relocation request.</p> <p>RESOLVED: The committee agreed the relocation of P81166 from Dill Hall Surgery, 6-8 Church Street, Accrington, BB5 4LF to Acorn Primary Health Care Centre, 421 Blackburn Road, Accrington, BB5 1RT subject to confirmation being included in the formal agreement on the practice's liability for any related associated costs. That this confirmation also be included in relation to the relocation of King Street Medical Centre</p>	
PCCC/ 61/24	<p>General Practice Improvement Grant for Aughton and Lockwood</p> <p>P Tinson presented the report for the General Practice Improvement Grant (GPIG) requests for two practices, both of which were above £50,000, which required committee approval. The first was for Aughton surgery in Ormskirk, which was a premises extension, and a small revenue cost had been identified in the paper. The second was for Lockwood surgery in Poulton-le-Fylde, which was co-located with the council in the civic centre and the request was to expand the space currently occupied. There was also a revenue implication with this request. The paper gave assurance that all checks had been made in accordance with the premises direction with supporting drawings and competitive quotations. Although the ICB now has the flexibility to award up to 100% of these grants, there had been previous discussions and agreement that awards would continue at 66% and the practices would pay the remaining balance. D Armstrong advised that the revenue consequences for Lockwood surgery demise increase was £19,970 per</p>	

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	<p>annum as part of the lease with NHS Property Services. This had been reviewed by the CCG as part of the process back in April 2021. J Gaskins confirmed that the revenue consequences of both were allowed for in the ICB's financial plan.</p> <p>RESOLVED: The committee approved the General Practice Improvement Grant (GPIG) requests for Aughton Surgery and Lockwood Surgery.</p>	
Standing Items		
PCCC/ 62/24	<p>Committee Escalation and Assurance Report to the Board</p> <p>The Chair confirmed that this would be produced and submitted to Board.</p>	
PCCC/ 63/24	<p>Items Referred to Other Committees</p> <p>There were no items to be referred.</p>	
PCCC/ 64/24	<p>Any Other Business</p> <p>The Chair and Committee formally recognised and thanked Ian Cherry for his contributions to the committee, given this would be his last PCCC meeting in his current role with the ICB.</p>	
PCCC / 65/24	<p>Items for the Risk Register</p> <p>None.</p>	
PCCC / 66/24	<p>Reflections from the Meeting</p> <p>The Chair noted the meeting had been fast paced. Thanks were noted to the teams that had produced the papers, which had been presented in a clear manner despite the complex subject matters.</p>	
PCCC / 67/24	<p>Date, Time and Venue of Next Meeting: Thursday, 16 January 2025 10.00am in the Lune Meeting Room, ICB offices, County Hall, Preston</p>	