

Cheshire Local Medical Committee Limited

Minute No. 139

March 11, 2020

1:30pm – 4:00pm

Nunsmere Hall Hotel, Tarporley Road,
Oakmere, Northwich, Cheshire CW8 2ES

Chair Dr D. Ward

Attendees: Dr R. Henney, Dr S. Powell, Dr T. Ashton, Dr F. Kilby, Dr I. Camphor, Dr G. Kent, Dr P. Speake
Dr S. Hartry, Dr D. Jones, Dr V. Silverwood, Dr J. Harrison, Dr C. Baker (PCC Representative)
Dr S. Ball, Dr N. Bishop,

Apologies Dr S. Kaye, Dr B. Martin, Dr D. Harle, Dr R. Mineni, Dr. F. Johnson

In Attendance: Dr J. Griffiths (Winsford PCN Representative), Dr N. Ijaz (Observer), Dr A. Srivastava (Observer)

Minutes

Agenda item: 1	DECLARATION OF INTERESTS	Presenter:	CHAIR
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Discussion: To receive any updates to the Committee's register

Conclusion: Dr Jonathan Griffiths declared that he is a representative on the Cheshire & Merseyside Health & Care Partnership. Dr Dan Jones declared that he was also a representative on the Health Care Partnership.

Agenda item: 2	APOLOGIES FOR ABSENCE/WELCOME	Presenter:	CHAIR
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Dr Stephen Kaye, Dr Branwen Martin, Dr Daniel Harle, Dr Ravi Mineni, Dr Fiona Johnson

The Chair welcomed Dr Jonathan Griffiths Winsford PCN representative to the meeting as the representative for Winsford PCN.

Agenda item: 3	MINUTES OF THE LAST MEETING 138	Presenter:	CHAIR
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Discussion: To receive and approve the minutes of the last meeting 138 held on Wednesday, 22 January 2020.

Conclusion: Members received and approved the minutes of the meeting as a correct record.

Agenda item: 4.0	MATTERS ARISING FROM THE PREVIOUS MINUTES	Presenter:	CHAIR
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4.1 Discussion: Educational half day closures for training. This matter was carried forward to the March meeting as very little feedback received from practices. Head of Business Operations collated the information received so far and had resent the email to practices. It was likely that Cheshire CCG would seek to have a consistent policy in due course. The LMC would like to have a pan Cheshire understanding of the start and finish times of Educational Half Days, the funding and the OOH cover. The LMC wanted to see the pattern from practices so they could prepare a position statement to the CCG.

Conclusion: 28 practices replied: WCCCG 12 sessions per year, 12:30 – 5:00pm: SCCCG/Vale Royal 9 sessions per year, 1pm – 5pm: ECCCG 8 sessions per year, 1pm – 5pm/6.30pm.

Action item	Person responsible	Deadline
LMC reps to note for attendance at meeting on 19 March with the CCG team	Chief Executive/ Medical Director	19.03. 2020

4.2 Discussion: Expressions of interest in role of Associate Medical Director (x2). Two expressions of interest received to be the representatives - Dr Simon Powell (West) and Dr Daniel Harle (East).

Conclusion: Members agreed unanimously to appoint Dr Powell and Dr Harle to the above Associate Medical Director roles.

Action Items	Person responsible	Deadline
To formally write to the 2 representatives	Chief Executive	01.04.200

4.3 Discussion: Non-Core Spend / Primary Care Networks Directed Enhanced Service Specification. The Chief Executive reported a meeting with the CCG/LMC is arranged for 19 March 2020 at Vicars Cross Golf Club, Chester at 2:30pm.

Action Items	Person responsible	Deadline
A progress report will be provided at the next LMC meeting	Chief Executive	13.05. 2020

Supplementary Agenda items:	Presenter:	CHAIR
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1.0 COVID19

Discussion: The Chair felt it was important to have an open discussion amongst members about the potential impact of COVID19 to Cheshire practices and what our initial first steps as the LMC should be.

The Chief Executive reported he had emailed the Accountable Officer and Medical Director at the CCG that the LMC would like to be involved in local discussions and joint communications.

Particular areas of concern to members included: PPE: Nursing Homes: Flexibility to suspend some contract work: Income for Dispensing Practices: and moving to telephone triage.

Potential suspension of QOF was also discussed. The Chief Executive agreed with Dr Camphor that some of these needed to be agreed at national level but that he would take a proactive approach with the local health system.

The Chief Executive had been in contact with the Cheshire LPC to look at joint working around the impact of COVID19 and suggested to members the need to work closely with LPC colleagues. LPC will be writing out to pharmacies to suggest if there are any changes to their local services they let their local medical practices know. The Chief Executive had already issued a similar email to GP practices.

Conclusion: The Chief Executive asked members to email him with an initial tranche of questions so that he could formulate an email to the CCG for them to consider in their planning and also consider including this in the CCG daily bulletin update to practices. The Chief Executive would share the draft collated response with the Vice Chair and Medical Director and look to getting an immediate answer from the CCG.

Action items	Person responsible	Deadline
Members to email Chief Executive with their questions	LMC Members	16.03.2020
To collate responses received / involve Vice Chair and Medical Director	Chief Executive	16.03.2020

5.0 HOT TOPICS**5.1 Discussion: Special LMC Conference, London, Wednesday 11 March 2020 (New Contract).**

Dr Daniel Harle had agreed to attend on behalf of Cheshire LMC, but unfortunately was unable attend.

Conclusion: The Special LMC Conference was called by the GPC in January to debate the PCN DES. The conference was available on webcast later today. Any feedback received from conference will be circulated to members.

5.2 Discussion: Annual UK LMC Conference, York 6-7 May 2020 – seek any outline thoughts for motions.

Conclusion: The Chief Executive was seeking any outline thoughts for motions to email him for debate, the LMC would then write out to practices for any draft motions. Representatives who expressed an interest in attending conference were Dr Branwen Martin, Dr Richard Henney, Dr Fiona Kilby and Dr Victoria Silverwood.

Action items**Person responsible****Deadline**

Any motions to be submitted to the Chief Executive

LMC Members

31.03.2020

5.3 Discussion: CCG Developments – update.

5.3.1 The Chief Executive and Medical Director were invited to take part in the Clinical Leader interviews on 5th March at Bevan House, Nantwich. The Chief Executive has been involved in this as the Medical Director attended the LMC Secretaries conference in London. The Chief Executive reported the names of the GP Clinical Leads appointed. Other appointments had been made for Primary Care and the CCG should have an up to date directory in due course.

Dr Camphor updated what was currently happening with Mid Mersey CCGs. He reported the 4 CCGs would merge into 2 which appeared to be driven by NHSE. There would be discussions in the next year for Wirral to join Cheshire or North Mersey CCGs.

5.3.2 Discussion: Progress on Discretionary Funding.

An exercise was underway, led by Neil Evans, regarding discretionary funding across the four former CCGs. The Chief Executive reported there had been an initial meeting last year to scope this process. A further meeting was scheduled for 19 March at 2:30pm at Vicars Cross Golf Club, Chester to start to look at the detail and discuss how to take issues forward. The CCG had committed to ensure practice stability in this.

Action items**Person responsible****Deadline**

Update to follow at the May meeting

Chief Executive

13.05.2020

5.3.3 Discussion: Wound Care update South and Vale Royal

The Chief Executive reported this has been ongoing for some considerable time. This was a non-core GMS service. Some practices were happy to continue, others not. There was now a timetable in place and the LMC had asked to see an end date so that we could see a fully commissioned service in place.

5.3.4 Adult ADHD

Dr Powell updated following the last joint membership council meeting, one of the CCG Directors would feed back and the LMC would have sight of the referral pro-forma, a description of the outcome and how this would be funded. Dr Powell had not yet received the feedback.

Action items	Person responsible	Deadline
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Members received and noted the updates

5.4 Discussion: New GP Contract

The Chief Executive updated the Committee on the current position and reported issue of the LMCs popular Plain English Guide to the New Contract. A lot of the contract detail had not yet been finalised, he would draft updates when the new detail was released. A lot of the national debate was around PCN specifications. They had been dramatically scaled back. The premises directions were due out anytime and there would likely be some issues around this. Details of the Impact and Investment Fund to be introduced on 1 April (worth £40.5m from April 2020/21) had been released. The Chief Executive said this was a huge sum of money for practices. An associated 'dashboard' would force PCNs to look at bidding for funds as the PCNs mature.

Contract Agreement Headlines:

- PCN Service Specifications
- £20k golden 'hello' for new partners
- Investment and Impact Fund
- Nursing Homes

5.5 Discussion: ICP Developments – update

The Chief Executive reported that in West the LMC/ICP had established routine meetings at senior officer level. In the East, since the co-opted person from the CCG stepped back, we had lost all contact. Dr Speake and Dr Ward were concerned as nothing seemed to be filtering through re updates on the partnership agreement and practices had received no feedback since the inaugural board meeting in December. The Chief Executive agreed to pick this up with the CCG and look at having a joint approach to the ICPs.

Action items	Person responsible	Deadline
Chief Executive to draft a response to the CCG/ICP	Chief Executive	31.03.2020

5.6 Discussion: Dispensing Practices

Dr Kent reported there was a 'Pharmaceutical Needs Assessment' meeting in April and updating of the agreement was already taking place for the Cheshire area. He would provide an update at a future meeting.

5.7 GP Federations updates

Vernova – Dr Speake reported that the Federation are offering support to their PCNs.

South/Vale Royal Alliance – Dr Kilby reported that they are offering support to their PCNs. Core funding money, tax rules the core funding needed to be spent in year or given back to practices. They are also looking at recruitment of the additional role reimbursement scheme.

PCC – Dr Baker reported that the majority of all Western and Vale Royal PCN CDs have been co-opted onto the PCC sub board. Further discussions to take place around extended hours and funding arrangements.

Action items	Person responsible	Deadline
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Members received and noted the updates

5.8 Feedback from meetings:

The Chief Executive reported that a Pan Cheshire Estates Group was due to meet today. We were awaiting the cost directions which would be discussed at our next meeting in April.

The Chief Executive said that he was looking to change the style of feedback reports from meetings for future agendas.

Dr Powell reported that he and Dr Martin had met with Dr Chris Ritchieson (West ICP) it was a soft agenda and more about getting to know each other in our respective roles. Dr Powell attended a PCN meeting where they were looking at issues regarding premises.

The Chief Executive referred to an Eating Disorder Services meeting on 25th March. Dr Martin would be grateful if any West Cheshire GPs could attend this meeting as she was unable to attend.

Action items	Person responsible	Deadline
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Members received and noted the updates

Agenda item: 6	SESSIONAL GPs
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Presenter:	Chair
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6.1 Discussion: The latest newsletter had been received and circulated. No questions were raised on the Sessional GP Newsletter.

6.2 Dr Harty and Chief Executive reported on a Palliative Care evening on 5th March at Cheshire View which was well attended and these evening sessions were continuing to be arranged by Dorothy King. The Chief Executive reported that Dorothy King will stay on in the role until 2021. Dr Shana Tam and Dr Hartry would be working closely with Dorothy until she steps down.

Action items	Person responsible	Deadline
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Members noted receipt of the newsletter

6.3 The Chief Executive gave an update on the NextGen GP Programme in that the dates were now confirmed and had been circulated. The venue would be the Double Tree Hilton, Chester. We had some willing volunteers in Dr Harrison, Dr Silverwood, Dr Hartry, Dr Ball and Dr Shana Tam. Speakers had all been confirmed and already we had received 20 GPs details who had booked.

(Note Subsequent to the LMC meeting the Chief Executive had taken the decision to postpone all planned training programmes due to the Covid 19 outbreak)

6.4 Discussion: GP Registrars update

Dr Harrison reported that there was the chance that trainee GP examinations scheduled for the upcoming period might be cancelled due to the Covid 19 virus pandemic.

The Chief Executive reported the LMC had been invited to present to the GPs at the Chester Medical School in May.

Agenda item: 7	GPC BUSINESS
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Presenter:	Chair
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7.1 Discussion: A GPC newsletter had been received and previously circulated. There were no matters arising.

Dr Camphor reported that he had been successful following recent elections and been reappointed as the GPC Representative for Cheshire and Merseyside and gave his personal thanks to Cheshire LMC member colleagues.

Action items	Person responsible	Deadline
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Members noted receipt of the newsletter and congratulated Dr Camphor.

Agenda item: 8 COMMITTEE MATTERS**Presenter: Chair**

8.1 Discussion: The Chief Executive reported on the 2019/20 Work Plan Outturn Report. 8 new members had been appointed in the last 8 months and that the LMC is nearing full membership. He had written out to the PCN Clinical Directors regarding co-option where there were still vacancies following the implementation of the new LMC constitution.

The Chief Executive noted the delayed digitalisation of the office filing system and the new website. The new website should be in place by September 2020. The Committee members thanked the LMC secretariat for their work in successfully delivering the work plan at such a busy time.

He also presented the final version of the new work plan for 2020/21, which was formally agreed by the members.

Agenda item: 9 FINANCIAL MATTERS**Presenter: Finance Director**

9.1 Discussion: Dr Henney presented the Committee's financial performance update for the period to 29 February 2020. Dr Henney reported the LMC financial performance was on plan and the cash balance remains healthy.

Having reviewed the draft annual work plan he believed that the Committee could continue to live within the current level of levy and other income (grants from NHS England/NW Leadership Academy/ GPDF Rebate and LMC Buyers Income) and therefore he proposed no increase to the statutory levy for 2020/21.

9.2 Proposals for 2020/21. Dr Henney asked members to consider the following proposals for the new financial year:

- a 3% uplift in members attendance allowance from 1 April
- a 3% uplift in Honoria payments from 1 April
- a 3% uplift in the salaries of the Medical Director, Chief Executive and Head of Business Operations.

The motion was proposed by Dr Henney, seconded by Dr Silverwood and Dr Hartry and the vote was passed unanimously

Conclusion: Members agreed:-

- the programmes outlined in the LMC annual work plan for 2020/21;
- that there would be no increase in the statutory levy;
- a 3% uplift in members attendance allowance/ a 3% uplift in Honoria payments/ and a 3% uplift in the salaries of the Medical Director, Chief Executive and Head of Business Operations. All with effect from 1 April 2020

Action items**Person responsible****Deadline**

Chief Executive to arrange for new rates to be paid.

Chief Executive

31.03.2020

Agenda item: 10 ANY OTHER BUSINESS**Presenter: Chair**

Discussion: Blue Badges

The Vice Chair had attended a meeting with East Cheshire Council regarding the completion of the blue badge forms and receiving payment for the work. He confirmed that practices could charge their own fee, if practices are asked by patients for a letter of support, and not the form, they can charge for this too. There is an update on the East Cheshire website.

Agenda item: 11 DATE, TIME AND PLACE OF NEXT MEETING**Presenter: Chair**

Discussion: The next meeting will take place on Wednesday 13 May 2020 at 1:30pm. (Refreshments 1:00pm) Venue: Nunsmere Hall, Tarporley Road, Oakmere, Northwich, CW8 2ES.