

CHESHIRE

LMC

LOCAL MEDICAL COMMITTEE LIMITED

Representing and Supporting GPs





LOCAL MEDICAL COMMITTEE LIMITED

Local representation and support
for all Cheshire GPs

Cheshire Local Medical Committee Limited
A Guide to Your LMC
William Greenwood CEO and Company Secretary,
Cheshire LMC

Cheshire LMC

What are LMCs?

- Structures recognised by successive NHS Acts, Local Medical Committees (LMCs) with statutory functions to represent the interests of general practice alone and act as its advocate.
- LMCs are independent organisations.
- They are the professionally led (i.e. GP) organisations with responsibility for representing individual GPs and their practices.
- They are not Trade Unions.
- The 1999 NHS Act extended the role of LMCs to include representation of all GPs, whatever their contractual status.
- LMCs are self financing bodies. Funding is usually via a statutory levy collected on a pence per patient capita per annum basis.

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Who do we represent?

We represent:

- principal and salaried doctors working in General Medical Services (GMS), Personal Medical Services (PMS) and Alternative Provider Medical Services (APMS) practices across the county of Cheshire, who pay the statutory levy.
- sessional GPs working regular sessions (equating to an average of one session a week over a twelve month period) in Cheshire GP practices (we do not seek a personal levy).
- trainee GPs throughout their training, rather than just during general practice rotations (we do not seek a personal levy).

We represent the views of represented GPs to Cheshire CCG, Cheshire ICPs, the Cheshire & Merseyside Health Care Partnership, Local Authorities, NHS England and to any other appropriate organisations or agencies.

- We are unable to offer assistance to unrepresented GPs outside the above.

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What do we actually do? (1)

As an independent body with no political constraints, we can act as an advocate and can offer help on matters relevant to general practice. GPs are welcome to contact us for help and advice. The following list, while not exhaustive, highlights some of the areas in which we can offer advice, support, produce guidance, or negotiate on behalf of GPs.

- Disputes between GPs and other bodies, e.g. CCG, NHSE, councils, police, hospitals, ambulance service, coroners office, schools, etc.
- NHS regulations/legislation.
- GP contracts, terms and conditions of service and remuneration.
- Completion of medical reports/certification e.g. firearms certs/ blue badge scheme.
- Partnership disputes.
- Prescribing issues and dispensing practice queries.

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What do we actually do? (2)

- GP premises/estates issues.
- Occupational health issues, e.g. sick doctors.
- NHS complaints process and disciplinary procedures including support at meetings.
- Workforce planning.
- Education and training e.g. we provide several annual programmes for GPs and practice staff.
- Advice on professional regulation and professional standards – ethical, conduct and performance, including clinical governance.
- Pastoral care for GPs.

If you are in any doubt as to whether or not we can assist colleagues with a particular issue you can check with the LMC's Executive Team.

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What do we actually do? (3)

We regard communication with our GPs as essential. We hope that through using different forms of communication we are able to help GPs to prioritise information and keep abreast of the main issues impacting on general practice. Our communications take many forms depending on the information they are designed to convey, such as:

- **Heartbeat Newsletter:** Distributed monthly to all practices via Practice Managers and to the sessional GPs for whom we hold contact details -this includes information about the latest national guidance and local developments.
- **Emails:** Informing all GPs and Practice Managers of essential urgent information. These communications will be brief, and may highlight further reading or action required by the recipient.
- **Guidance:** Following the completion of negotiations on important national or local subjects, LMC guidance is produced detailing the outcomes and/or actions practices should consider.

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What do we actually do? (4)

- Reports: These are issued when a significant event has taken place, such as the Annual LMC Conference, or dissemination of the Annual Accounts, which warrant more detailed communications than those outlined above.
- LMC website: www.cheshirelmcs.org.uk - Home to all our current contract guidance, reports, including an archive of our newsletters. It also provides links to guidance produced by other organisations.
- Meetings: When issues need broad debate we organise meetings on a countywide basis and invite speakers from relevant organisations.
- WhatsApp: We do have some 'closed' sub groups which use this e.g. pastoral care.
- Twitter: Currently the LMC CEO uploads news on LMC developments but a more formal LMC account is under review.
- Facebook: This is currently under review.

We are always looking to improve our communication with constituents. To this end we would welcome any comments or suggestions.

Cheshire LMC National Negotiations

- The General Practitioners Committee (GPC) is the ‘parliament’ for GPs. It is a standing committee of the BMA, with authority to deal with matters affecting NHS GPs, whether or not they are BMA members. Every part of the country has at least one spokesperson on the GPC to present its views and debate key issues. Throughout the year papers are produced for discussion by LMCs and, from time to time, the GPC consults all GPs directly through surveys and questionnaires. We help to disseminate this information and will often encourage participation in GPC consultations, as these are conducted for the benefit of the profession.
- GPC representatives and LMC representatives meet at the Annual Conference of LMCs. Proposals from individual LMCs across the country are debated alongside those from the GPC. The outcome of the debate determines the framework for the profession’s negotiations at both national and local levels.
- Cheshire LMC normally has 4 representative places at the Conference and we encourage at least one new member to attend each year.

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How we work: Elections

- The Committee at the heart of Cheshire LMC consists of up to 18 GPs elected on a PCN basis. Elections take place every 4 years according to the constitution. Any GP contributing to the LMC's levies and on the Medical Performers List can be nominated for election.
- Our constitution allows for the election of GPs working under a variety of contractual arrangements and for the co-option of additional GPs offering expertise not represented elsewhere on the committee, such as representatives from GP trainees. This encourages open and lively discussion and allows the LMC to be representative of differing opinions.
- The committee meets approximately 6 times per year to debate hot topics, discuss the outcomes of other meetings attended by members, decide on policy, and to agree an LMC stance on pertinent issues. It also offers an opportunity for members to highlight any areas of concern they may have, and to establish how widespread a problem may be and if the LMC should take further action. Speakers are sometimes invited to attend these meetings to present ideas to the committee, which allows for the opinions of grassroots GPs to be included in any proposals.
- Any GP interested in being co-opted to a vacancy or wishing to be involved with the LMC in some capacity can register interest with the LMC Chair, Medical Director or CEO.

Cheshire LMC Executive and Secretariat

- Cheshire LMC is established as a limited company. The Company Directors (4) also act as the LMC Executive Team together with the CEO. The Company Directors hold the positions of Chair, Vice Chair, Medical Director and Finance Director. They are appointed by resolution at a full LMC meeting. Two Associate Medical Directors support the Executive Team.
- The Secretariat is based at Weston Business Centre, Weston Road, Crewe and comprises of a CEO and Company Secretary and a Business Operations Manager, (both are employed 24 hours per week). Office hours are 10 am to 4 pm Monday to Thursday.
- The Executive and Secretariat attend meetings, negotiate with other organisations, respond to practice queries and produce the guidance, reports, and newsletters referred to previously. Advice is taken from the full committee to guide discussions and the results of meetings are fed back to the committee. As the Executive are practising GPs, the Secretariat are the first point of contact, ensuring that the workload is appropriately prioritised and dealt with.

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Funding and Formal Business Agenda

- We are funded by 78 of 79 Cheshire GP practices. This is the primary source of income for the LMC and is used to pay for our office, Secretariat salaries, Exec posts honoraria and member attendance at meetings etc.
- In addition, practices are asked to contribute to a national levy, which is used to finance the LMC's contribution to the General Practitioners Defence Fund (GPDF). The purpose of the GPDF is to fund the activities of the General Practitioners Committee (GPC), its negotiating team, subcommittees, the Annual Conference of LMCs, and in addition campaigns and legal actions in defence of NHS GPs.
- Our Finance Director is appointed from within the LMC membership. They produce monthly and annual reports of the audited accounts, detailing the income and expenditure for each financial year, and highlighting any points of interest or unusual spend.
- A formal business agenda is issued 7 days before each county LMC meeting. Items can be placed on the agenda for debate by submitting them to the CEO or Chair.

Cheshire LMC Contact Details

An internal directory of current LMC elected/ co-opted members and their telephone contact details are available to members. An external directory (without phone numbers) is issued more widely on a regular basis.

The LMC website has a map and full contact details for the LMCs office and can be found at www.cheshirelmcs.org.uk . The website also contains details of our opening times, recent agendas, latest news and guidance. It also shows details of upcoming events. The website is being upgraded in 2020 and the new edition will allow us to run the LMC elections and colleagues to book places on LMC events direct from its core pages.

Cheshire LMC

Current Directors/Executive Team/ Secretariat

- Chair: Dr Stephen Kaye
- Vice Chair: Dr David Ward
- Medical Director: Dr Branwen Martin
- Finance Director: Dr Richard Henney
- From 2020 we have appointed two Associate Medical Directors who support the Executive Team: Dr Simon Powell (West Cheshire) & Dr Daniel Harle (East Cheshire)

- Chief Executive & Company Secretary: Mr William Greenwood
WGreenwood@cheshirelmc.org.uk
- Business & Operations Manager: Mrs Julie Hughes Jhughes@cheshirelmc.org.uk

- Office Telephone: 01244 313483

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Guide for New Members

William Greenwood CEO and Company Secretary

October 2020

