

Minute No. 147

1:30pm – 4:00pm

Abbeywood Estate, Chester Rd, Delamere,
Northwich CW8 2HS

Chair	Dr David Ward
Attendees:	Dr Branwen Martin, Dr Simon Powell, Dr Daniel Harle, Dr Fiona Kilby, Dr Giles Kent Dr Tiina Ashton, Dr Claire Baker, Dr Tom Rigby, Dr Yvette Brindle, Dr Richard Hart, Dr Clare Baker, William Greenwood, Mrs Julie Hughes, Dr Nichola Bishop, Dr Jonathan Griffiths, Dr Dan Jones Dr Peter Speake, Dr Peter Leftwick, Dr Peter Speake.
Virtually Zoom	Dr Paul Bowen, Dr Susannah Ball, Dr Laura Neale, Dr Sian Hartry Clare Watson CCG Accountable Officer (Item 7 only)
Apologies:	Dr Stephen Kaye, Dr Sean Morris, Dr Lesley Appleton, Dr Ivan Camphor
Observers:	Dr Paul Bowen (As Standing Observer status. PCN Place Rep on the ICS) Dr Natalie Taylor (Millcroft Medical Centre, Crewe), Dr Shukti Bharadwaj (Millcroft Medical Centre)

Draft Minutes

AGENDA ITEM	WELCOME / INTRODUCTION / APOLOGIES/MINUTES	Presenter:	CHAIR
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1.1 WELCOME / INTRODUCTION

Discussion: The Chair welcomed members to the formal business meeting and outlined the arrangements for engagement by those attending via Zoom.

The Chair welcomed Drs Natalie Taylor and Shukti Bharadwaj (Partners at Millcroft Medical Centre, Crewe) to the meeting as Observers, and Paul Bowen as a Place Based PCN rep with the ICS.

2.1 DECLARATIONS OF INTEREST

The Chief Executive reminded Members that the LMC is conducting a full refresh of the Register of Interests for 2021 for all full Committee Members and to return their forms to Julie Hughes.

Action Items	Person responsible	Deadline
Members to return their Declaration of Interest forms to Julie Hughes, if not done so already.	All Members	30.9.21
Julie Hughes to arrange for Member updated photos and bio's to be uploaded to the 'Members Section' of the LMC website.	Head of Business Operations	30.9.21

3.1 APOLOGIES FOR ABSENCE

Dr Stephen Kaye, Dr Sean Morris, Dr Ivan Camphor. Dr Lesley Appleton was unable to fully join the meeting virtually due to IT/Zoom issues.

4.1 TO RECEIVE AND CONFIRM THE MINUTES OF THE MEETING 23 JUNE 2021 (146)

Discussion: To receive and approve the minutes of the last meeting held on Wednesday, 23 June 2021.

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

Action Items	Person responsible	Deadline
A copy of the minutes CLMC (146) 23 June 2021 was duly signed off by the Vice Chair.	Vice Chair / Head of Business Operations	15.9.21

5.1 MATTERS ARISING FROM THE PREVIOUS MINUTES

No additional points were raised at the meeting.

AGENDA ITEM	OTHER MATTERS / HOT TOPICS	Presenter:	CHAIR
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6. HOT TOPICS (for discussion)

The Chair introduced this item as being for general discussion and opened the floor to members to comment on current issues.

6.1 Prescribing Incentive Scheme

Simon Powell raised the Prescribing Incentive Scheme as an issue. There was some discussion in the value of the scheme in its current guise. Some discussion had taken place with Dr Mark Dickinson at the CCG. A small number of practices had decided not to take part have apparently chosen to withdraw effort from the cost saving switch work which was unduly onerous and did not add value to direct patient care.

Members of the Committee undertook to make enquiries within their PCN and report back. LMC Directors would consider a letter to go to all practices.

6.1.1 Racism and Discrimination in General Practice

The Chief Executive reported that some very early work had started with this item and two GPs had agreed to support him to develop an action plan. A further update would be provided at the November meeting.

Action Items	Person responsible	Deadline
LMC Directors to collate a message re. Px Scheme to go to all practices	Directors	30.9.21
Chief Executive to provide an update at the November meeting	Chief Executive	3.11.21

6.2 Covid 19 General Update

Dr Martin opened up discussion regarding the considerable amount of negative press being reported around general practice 'not being open' and not having 'face to face' appointments and how this negativity was affecting the workforce causing low morale. The Chair encouraged discussion around the table to get other members thoughts and discuss as an LMC. In particular what we should do practically. It was agreed that we would not 'win' the 'PR war.' The national blood bottle shortage and the Covid Booster Programme work would also impact on face to face consultation capacity.

Conclusion: It was agreed the Medical Director would raise this with Clare Watson CCG Accountable Officer on today's call to propose a joint CCG/LMC statement and should go out to all GPs and the wider communications network. Clare

Watson would be joining the County meeting as guest speaker (virtually) later in the afternoon to give an update on the Emerging Placed Based Governance arrangements.

Action Items	Person responsible	Deadline
Medical Director/Chief Executive to draft letter and share with Clare Watson for joint sign off and issue.	Medical Director/Chief Executive	20.9.21

6.3 Blood Bottle and Blood Tests Issue

The Chair updated the meeting on a recent email from Dr Paul Bishop, Clinical Lead, GP Partner Lawton House Surgery, Congleton who reported this national issue and noted there was no further information at present. The Chief Executive has already spoken to the CCG regarding potential impact on QOF and he had also contacted the 2 Local Authorities regarding Health Checks. A further update will be provided at the November meeting.

Action Items	Person responsible	Deadline
Chief Executive to include an item on the November County meeting agenda.	Chief Executive	3.11.21

6.4 3rd Covid Vaccination

The Medical Director provided an update on the 3rd Covid Vaccination programme and advised that this can be given at the same time as the Flu Vaccination. Practice Managers will already be aware of this.

6.5 Flu Vaccinations Planning and Update

The Medical Director provided an update as part of item 6.4 above.

6.6 Firearms

Dr Laura Marsh had contacted the LMC to ask if the issue of firearms licenses could be discussed, following the Plymouth shooting incident. The LMC Medical Director had communicated with her and provided the latest BMA guidance which had been very helpful. No further action was proposed at this point. There was a general discussion on the GPs responsibilities in relation to reports to the Police.

6.7 Discretionary Funds Local Enhanced Services

Dr Powell asked about progress with the joint review with the CCG. His practice manager had shared information which suggested the CCG might not conclude this work by April 2022. The Chief Executive responded that the LMC had originally championed this exercise with the CCG and would wish to see as much as possible was achieved before the change of functions and responsibilities passed from the CCG to the ICS. It was agreed the LMC would draft a letter to the CCG and practices.

Conclusion: The Medical Director (who was on the review group) would get in touch with the CCG.

Action Items	Person responsible	Deadline
The Medical Director to get in touch with the CCG with a view to drafting a letter.	Medical Director	30.9.21

AGENDA ITEM	EMERGING/DRAFT PLACED BASED GOVERNANCE ARRANGEMENTS	Presenter:	CHAIR/ CLARE WATSON CCG
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7.1 The Chair introduced Clare Watson CCG Accountable Officer guest speaker to the meeting (virtually)

The Accountable Officer introduced the NHS New System Structures and Impact on General Practice and how the design framework would be expected to operate from April 2022. She talked through a two slide presentation of how the NHS /CCG would likely work through a revised governance structure. The slides unfortunately were unable to be uploaded

but shared with the members following the meeting. The Accountable Officer reported the Primary Care Commissioning Committee would continue, but look to extend the membership to include the ICPs and confirmed that Dr Andrew Wilson would continue to Chair the CCG (as the current statutory authority) until 31 March 2022. With the 2 Place Based Committees GPs will have more influence at that level. She gave her assurance that that the system will be focussed on General Practice as the NHS faced another difficult winter. Questions were invited for the Accountable Office from members.

The Medical Director explained to the Accountable Officer the first part of our meeting was discussing the damaging, negative press backlash and would she consider co-producing a statement that could be sent to practices endorsed by Clare Watson, Branwen Martin and Andrew Wilson (and possibly the LMC Chair). Clare Watson confirmed she was more than happy to produce something with the LMC. The action for this had been picked up under 6.2 above.

Action Items	Person responsible	Deadline
Head of Business Operations to share the 2 CCG slides with members following today's meeting.	Head of Business Operations	15.9.21

AGENDA ITEM	COMMITTEE MATTERS	Presenter:	CHIEF EXECUTIVE
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8.1 Cheshire LMC Fit for the Future

The Chief Executive updated members on the work undertaken to refresh the LMCs business strategy for the next 3 years and this paper outlines the proposed actions in relation to this (copy previously circulated). Members were asked to receive the paper and endorse the key action themes for further development and incorporation into the Annual Work Plan.

Conclusion: Members received the paper and update for information and agreed the proposals.

8.1.1 As part of the LMC Fit for the Future plan the Medical Director outlined proposals for succession planning as she would be retiring from General Practice Autumn 2022. She asked members present if they were happy for the Directors to proceed with a previously suggested recruitment process and to negotiate with suitable parties.

Conclusion: All members present were happy for the Directors to conclude the recruitment process (previously outlined) and to confirm the arrangements at a future meeting.

8.2 Progress Report on LMC Annual Work Plan 2020/21

The Chief Executive introduced an update on the key work programmes which links back to the Fit for the Future 2 programme and that good progress has been made (copy previously circulated). The Chief Executive reported the 'members section' of the website will be updated along with updated member photos which Head of Business Operations will be overseeing using an external company Pink Spaghetti.

Conclusion: Members received the paper and update and were satisfied that good progress had been made.

8.3 Cheshire LMC Annual Report

The Chief Executive introduced this item (copy previously circulated) and asked members for final comments on content. Members were asked to note receipt of the Annual Report and proposal to circulate to all practices and system partner organisations. Members congratulated the Chief Executive and Head of Business Operations on the style and clarity of the report.

Conclusion: Members received the Annual Report and agreed to circulate the document.

Action Items	Person responsible	Deadline
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The Annual Report to be circulated to all practices and other parties.	Head of Business Operations	30.9.21
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8.4 Draft Schedule of LMC Meetings 2022

The Chair introduced the proposed final dates for meetings in 2022 and asked members if there was any reason to amend the schedule.

Conclusion: No concerns were raised and the proposed dates for 2022 were agreed.

Action Items	Person responsible	Deadline
Head of Business Operations to action 2022 dates via outlook for members diaries.	Head of Business Operations	15.10.21

8.5 Cheshire LMC AGM 2021

The Chief Executive reported the arrangements for the 2021 AGM on 3 November County LMC meeting.

Conclusion: Members were asked to note the above.

AGENDA ITEM	FINANCIAL MATTERS	Presenter:	FINANCE DIRECTOR
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9. FINANCE REPORT

9.1 Annual Accounts 202/21

The Finance Director provided an overview of the Committee's financial performance and introduced the Annual Accounts for the period 1 April 2020 to 31 March 2021, which had previously been circulated. The Directors had met with the accountants and agreed the figures for sign off and submission to Companies House. An overall surplus of £26,743 before tax was noted.

Conclusion: Members received the full Annual Accounts and endorsed the action of the Directors.

9.2 The Finance Director presented the Committee's financial performance update for the period to 31 August 2021. The LMCs financial position remained strong in terms of cash on deposit and reserves. The Committee was asked to note the report of the Finance Director and the financial position to 31 August 2021.

Conclusion: Members formerly received the report by the Finance Director for the period to 31 August 2021.

AGENDA ITEM	CORRESPONDENCE	Presenter:	CHAIR
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10. CORRESPONDENCE

The Medical Director provided an update on the LMC England Conference being held on 25th and 26th November and noted that it will be virtual this year. Cheshire LMC has 4 representative places. The convention was for at least one Director to attend and one member who had not previously attended Conference to go. The remaining places were available on a first come basis. An attendance fee was payable. Anyone interested in attending should contact Julie Hughes as soon as possible.

AGENDA ITEM	ANY OTHER URGENT BUSINESS	Presenter:	CHAIR
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11. ANY OTHER URGENT BUSINESS

11.1 Committee Arrangements

The Chair requested Members to notify Head of Business Operations of their availability to attend future LMC meetings face to face or virtual when the agenda and papers are circulated. This assists in the organization and planning of the meeting and provision of lunch and refreshments.

11.2 Dr Harle reported for information that Vyison is closing the list for mental health referrals and they're waiting on a further update from the CCG.

11.3 ICS Update

Jonathan Griffiths provided an update on staffing at the ICS. As the Accountable Officer had stepped down, Sheena Cumiskey (CWP) had been appointed as the interim lead.

11.4 Place Based PCN LMC Observer

The Chief Executive advised that Dr Alistair Adey has stepped down as one of the two PCN Place Based observers at LMC meetings and that Dr Jonathan Gregson (Helsby and Elton) had replaced him but that the latter had not been able to attend the LMC meeting due to clinical commitments.

Conclusion: Members to note updates

AGENDA ITEM	DATE, TIME AND PLACE OF NEXT MEETING	Presenter:	CHAIR
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The Chair reported that the next meeting will take place on Wednesday 3rd November 2021 at 1:30pm for the AGM 2:00pm to 4:00pm LMC County meeting. Venue Nunsmere Hall Hotel

WG/ JH 21.9.21 (v2)

LMC County Meeting 15.9.21 Action Tracker				
Agenda Item No	Subject / Action	Person responsible	Post meeting note	Status
2.1	The Chief Executive reminded Members that the LMC is conducting a full refresh of the Register of Interests for 2021 for all full Committee Members and to return their forms to Julie Hughes.	All Members	Members to return their Declaration of Interest forms to Julie Hughes, if not done so already.	30.9.21
2.1	Julie Hughes to arrange for Member updated photos and bio's to be uploaded to the 'Members Section' of the LMC website.	JH	Update of the LMC website	30.9.21
6.1.1	Racism and Discrimination in General Practice	Directors / Chief Executive	LMC Directors to collate a message re. Px Scheme to go to all practices Chief Executive to provide an update at the November meeting	3.11.21
6.2	Covid 19 General Update	Medical Director / Chief Executive	Medical Director/Chief Executive to draft letter and share with Clare Watson for joint sign off and issue.	20.9.21

6.3	Blood Bottle and Blood Tests Issue	Chief Executive	Chief Executive to include an item on the November County meeting agenda.	3.11.21
6.7	Discretionary Funds Local Enhanced Services	Medical Director	The Medical Director to get in touch with the CCG with a view to drafting a letter.	30.9.21
7.1	The Chair introduced Clare Watson CCG Accountable Officer guest speaker to the meeting (virtually)	JH	The slides unfortunately were unable to be uploaded but shared with members following the meeting.	15.9.21
8.3	Cheshire LMC Annual Report	JH	The Annual Report to be circulated to all practices and other parties.	30.9.21
8.4	Draft Schedule of LMC Meetings 2022	JH	No concerns were raised at the meeting. Head of Business Operations to action 2022 dates via outlook for members diaries.	15.10.21
LMC County Meeting 23.6.21 Action Tracker				
5.3	Commissioned Sexual Health Services Cheshire West & Chester (Min 12.1 refers) Medical Director to write to Lee Bennet, Commissioning manager at CWAC, with examples and to request details of current waiting list for LARC	BM	ICP and Ian Ashworth (director of Public Health) are aware of the issues and are working with Virgin to get an outcome. This might include restarting community-based services or may involve renegotiating the contract (Info from West ICP 17 3 2021)	Complete
9.2	Summary Report on the Expected Financial Outturn Position 31 March 2021 and Budget Proposals 2021/22	SK	No subsequent feedback was received by the Chair and so the Financial Directors recommendations are received and agreed	Complete