

Somerset Local Medical Committee

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To All Practice Managers in the area of Somerset Interim GP Commissioning Board

8th April 2011

Dear Colleague

Elections to the Interim GP Commissioning Consortium Board (iGPCC)

As you know, the Transition Group, which is made up of representatives from Wyvern, the PCT and the LMC, has been overseeing the arrangements for a Somerset wide interim GP Commissioning Consortium. It has also been consulting on the process by which the Practice Manager Representative will be elected to the Board.

Electoral Model

The Group is proposing a board structure based on the existing network of GP federations in the county, and following the poll of GPs each federation will elect one delegate to the iGPCC board. It was decided as there is to be one Practice manager representative on the interim board a County Wide model will be adopted, similar to the election of the Practice Manager Representative on the LMC Committee.

Therefore any Practice Manager who works in a practice within Somerset is eligible to stand and vote in the election.

Nominations

We are now seeking nominations for the Practice Manager Representative on the Board. With this letter is a nomination form on which you can nominate yourself or another Practice Manager. Each proposal requires a seconder, and confirmation of willingness to stand if it is not made by the candidate.

We are also asking for a 300 word statement about your background, and hopes & intentions if elected that will be printed on the voting papers.

Nominations must be received in the LMC office by post, fax or email no later than midday on 19th April 2011.

Board Membership Time Commitment

I have attached the latest copy of the job description that sets out the duties and remuneration that the Board member will be expected to fulfil along with the anticipated time commitment. This might change over time as further guidance becomes available. Please note that the

Chairman: *Dr Barry Moyse*
Vice Chairmen: *Dr Sue Roberts & Dr Kathryn Edwards* Commissioning Lead: *Dr Richard More* PMS Lead: *Dr Andrew Dayani*
Locality Representatives - : *South Somerset: Dr Berge Balian Taunton: Dr Barry Moyse Somerset Coast: Dr John Higgie Mendip: Dr Chris Bridson*
Treasurer: *Dr Alan Wilson* Medical Secretary: *Dr Harry Yoxall*
Executive Manager: *Jill Hellens* Admin Officer: *Sarah Johns* Admin Assistant: *Erica Baily*

Timetable for the election

Deadline for return of Nomination forms	19 th April
Voting papers issued	20 th April
End of Voting	3 rd of May
Results announced	4 th of May
First Board meeting	11 th of May

Note: If you have not received a voting paper by 26th April, please contact the LMC office.

If you have any queries about the role and duties of board members, or this letter and its attachments, please do contact any of the GP members of the Transition Group:

Matthew Dolman	Matthew.Dolman@axbridgewedmoredoctors.nhs.uk
David Rooke	David.Rooke@tauntonroadmc.nhs.uk
Richard More	Richard.More@hendfordlodgemc.nhs.uk
Geoff Sharp	Geoff.Sharp@parkmedicalpractice.nhs.uk
Harry Yoxall	Harry.Yoxall@somerset.nhs.uk

Yours sincerely



Harry Yoxall
LMC Medical Secretary

Attachments: Practice Manager Board Member Role Description
Nomination Form