

## **THE RESPONSIBILITIES OF AN LMC MEMBER AND FUNCTIONS OF THE LMC COMMITTEE**

As an organisation, the LMC is more than the sum of its parts. The elected members are, however, at the heart of the organisation. They are the policy forming body and professional consultative forum. They oversee and direct the work of the secretariat, who represent and support practices on a daily basis. LMC Members bring their experience, knowledge and ideas to the work of the Committee. They also have other duties relevant to the LMC's consultative, representative and pastoral functions. These include:

- Canvassing the views of local colleagues and reflecting the diversity of opinion in the LMC's policy discussions
- Serving the LMC and its constituents as representatives on the committees and commenting on policy documents
- Assisting and advising colleagues seeking help, and directing them to others who may be better able to assist
- Explaining the LMC's views and policies to constituents and raising its profile among grass root GPs

The LMC Committee meetings take place on a monthly basis. This will usually be 9/10 meetings a year; no meetings taking place in August or December. Meetings alternate between Lincoln and Sleaford venues.

The elected members may have a variety of existing commitments. Not all will have the same capacity for representative duties. However, it is expected that those elected will make every effort to attend the monthly LMC committee meeting. Holiday or personal commitments may prevent attendance at these meetings on occasion, but persistent failure to attend LMC meetings may result in de-selection by the Committee.

LMC members who have an interest or special expertise in an area may be asked to represent the LMC on a time limited working group. Reimbursement is, in all circumstances offered by the LMC.

LMC Committee members will automatically become members of Lincolnshire LMC Limited; the organisation by which the LMC contracts all its day to day activities through. A Board of Directors is elected to Lincolnshire LMC Limited from the LMC Committee. This board also forms part of the management team of the LMC which is set up to monitor and regulate the activities of the LMC Secretariat.

At LMC Committee meetings, members will receive an update on current activities and negotiations with the various commissioning bodies relevant to general practice. It also offers an opportunity for elected representatives to question and influence policy through discussions and debates. There are many opportunities to hear first-hand through invited speaker's new and proposed initiatives; often with the ability to challenge and influence as appropriate.

Salaried and locum GPs form an important part of non-principal representation on the committee. GP Registrars are welcome and encouraged to attend LMC meetings, not as elected representatives but as observers. The LMC believe it is important to encourage new GP's to experience the world of medical politics.



## Lincolnshire LMC Election 2019

### LINCOLNSHIRE LMC

#### NOMINATION PROCEDURES - SELF NOMINATION

1. In putting their name forward, candidates will indicate which constituency, **based on the Clinical Commissioning Group (CCG)** they are from.
2. Nominations are to be received by **12 noon on Monday 9<sup>th</sup> December 2019** by email.
3. On receipt of the nominations, the candidates will be grouped together into the relevant constituencies.
4. Where the number of candidates is equal to the number of seats in any particular constituency, the candidate will be duly elected without the need for an election.
5. Where there are insufficient candidates from a particular constituency, those who put their names forward will be considered elected unopposed.
6. Candidates will be notified of their unopposed seat on **Monday 9<sup>th</sup> December 2019** by email.
7. Constituents will be notified of their LMC representative on **Tuesday 10<sup>th</sup> December 2019** by email.

#### ELECTION PROCEDURES

1. Where there are more candidates than seats within a particular CCG constituency, an election will be held for those CCG Constituency representatives.
2. Each voter will receive one ballot paper:
  - Showing their constituency and candidates from within it.
  - Each voter will have between 4-8 votes dependent on the Constituency. One tick per candidate should be put in the box.
3. Electors within the CCGs vote for the candidates of their choice on the ballot paper. Election papers will be sent out via email on **Wednesday 11<sup>th</sup> December 2019**
4. The ballot papers must be returned to the LMC Office by noon on **Monday 6<sup>th</sup> January 2020**.
5. The duly elected candidates will be notified by the returning officer on **Monday 6<sup>th</sup> January 2020**
6. The constituents will be notified of the overall election outcome on **Tuesday 7<sup>th</sup> January 2020**.

#### VACANCIES WITHIN A CONSTITUENT LOCALITY

1. Any vacancies remaining will be filled *at the discretion of the newly elected members of the Committee* at the **9<sup>th</sup> January 2020/ 13<sup>th</sup> February** LMC meeting. These seats will be taken from those remaining on the list of nominees from the Lincolnshire wide constituencies (all CCG areas) as co-opted members.
2. The Committee may, however, choose to allow the vacancy to remain a vacancy until such a time as a volunteer from within that constituency emerges.