

**MINUTES OF THE FIFTY-THIRD MEETING OF THE KENT LOCAL DENTAL
COMMITTEE HELD ON WEDNESDAY, 6th APRIL 2016
AT 6.00 PM AT
THE HOLIDAY INN, MAIDSTONE ROAD, ROCHESTER, KENT ME5 9SF**

Present: Drs Ahmad, Barham, Banvir, Bhatti, Davies, Elder, Hartle, Hogan, Hymas, Kulkarni, Lynch, Myint, Newell, O'Sullivan, Mahesh Patel, U Patel, V Patel, Shivji, Unter, Winstone and Wood

Observers: June Wills-Lake (deputising for Mark Johnstone).

It was noted that the following member(s) did not tender their apologies for this or the previous two meetings: Dr Trivedi.

The Secretary (Dr J M Unter) took Items 1-3 of the Agenda

1. INTRODUCTION TO ANNUAL GENERAL MEETING & WELCOME TO OBSERVERS

Dr Unter opened the meeting by welcoming members to the AGM. He also gave a special thank you to June who is currently observing and deputising for Mark Johnstone.

2. APPOINTMENTS

(a) Chairman – nominations were sought By Dr Unter.

Dr Hogan was **proposed** by Dr Hartle and **seconded** by Dr Ahmad. There were no other nominations therefore Dr Hogan was **re-elected unopposed**.

(b) Vice Chairman - nominations were sought by Dr Unter.

Dr Newell was **proposed** by Dr Shivji and **seconded** by Dr Mahesh Patel.

There were no other nominations therefore Dr Newell was **re-elected unopposed**.

The Secretary handed over to the Chairman (Dr T Hogan) to take the remaining agenda items

3. CONFIRMATION OF APPOINTMENTS AND HONARARIA

(a) Secretary – nominations were sought by Dr Hogan

Dr Unter was **proposed** by Dr Winstone and **seconded** by Dr Hymas.

There were no other nominations therefore Dr Unter was **re-elected unopposed**

The Honoraria for Secretary was **agreed** at 70 sessions (no change).

(b) Treasurer – nominations were sought by Dr Hogan.

Dr Winstone was **proposed** by Dr Unter and **seconded** by Dr Bhatti.

There no other nominations therefore Dr Winstone was **re-elected unopposed**.

The Honoraria for Treasurer was **agreed** at 12 sessions (no change).

(c) Chairman's Honoraria – was agreed at 12 sessions (no change).

4. APOLOGIES FOR ABSENCE

Apologies were received from Dr Adesanya, Johnstone, Nugent, Manoj Patel, Sheridan and Watts.

5. REPRESENTATIVES ON COMMITTEES & MEMBERSHIP

Dr Hogan gave a brief synopsis of each of the committees. In East Kent there is a recent vacancy on the main committee and Dr Hymas, previously co-opted, will now take up this position. There is a vacancy in West Kent and it was agreed that a new member could be appointed up until the next election in April 2017.

Members were sought for one of five places on The Kent Oral Health Promotion Network - OHPN (previously KDAC). Dr Davies (also Chair of OHPN) advised that they were looking for members to actively contribute to the meetings. Nominations were sought and successful members were Drs Hogan, Watts, Nugent, Lynch and U Patel. Dr Unter also attends as KLDC Secretary.

6. LAST MEETING, WEDNESDAY, 13TH JANUARY 2016
 - (a) Confirmation of Minutes – A few minor amendments were made, otherwise the minutes were approved. **Action:** The Clerk as usual will email the corrected minutes to John Noakes to upload onto the KDLC website.
 - (b) Matters Arising
 - (a) Charitable donations - this will be discussed under the Treasurer's report.
7. NOTICE OF ANY OTHER BUSINESS
 - (i) Antibiotic prescribing in dentistry – Dr Hogan.
8. SECRETARY
 - (a) Correspondence Received and Written – Dr Unter requested permission to discuss items as they appear on the agenda.
 - (b) Report of Meetings – Dr Unter once again requested permission to discuss items as they appear on the agenda.
 - (c) Annual Report – a draft of the report was sent to members prior to the meeting. Discussion took place on the best way to publish the Annual Report and it was agreed that the most cost effective way of publishing the report would be via the KLDC website rather than printing and mailing individual copies. The draft report was **Approved** for publication; **Action:** Dr Winstone would speak to Annie Godden who had previously agreed to send out a communication to dentists to notify them that this would be the way that the report would be published in the future.
9. TREASURER
 - (a) The Annual Treasurer's Report was tabled. There was a balance of £87,772 at year end. Dr Winstone requested all new members to please ensure that he had all their relevant bank details and contact details for expenses claims.
 - (b) Statutory Levy - Dr Winstone reported that there were no changes to the Guild rate. **[Secretary's note:** Guild rate was subsequently notified by the BDA in early May 2016 as increasing for 2016/17 wef 1st April from £275 to £280 per session].
 - (c) Voluntary levy – Dr Winstone suggested and it was agreed by the Committee that we should increase our contributions to the various funds at the following rates: - £16575 to British Dental Guild; £10K to Dentist Health Support Trust and £4K to BDA Benevolent Fund. It was agreed that the contributions to these funds be included in the Annual Report so that the Dental Contracts Team were aware of the KLDC contributions. Dr Hogan thanked Dr Winstone on behalf of the committee for all his hard work as usual.
10. THE ANNUAL CONFERENCE OF LOCAL DENTAL COMMITTEES – 8TH- 9TH JUNE TO BE HELD IN THE HILTON DEANSGATE HOTEL, MANCHESTER
 - (a) Confirmation of representatives attending the dinner and conference (5) – it was **agreed** that Drs Hogan, U Patel, V Patel, Shivji and Winstone would attend the dinner and conference on behalf of the KLDC and Cheryl Wood and Elizabeth Hartle would attend on behalf of the GDPC.
 - (b) Motion(s) for Submission – Dr Shivji submitted the following motion – “This Conference supports the continuation of travel and subsistence reimbursement for Dental Foundation Dentists and Educational Supervisors according to NHS terms and conditions”. Dr Shivji agreed to speak to the motion if invited.
11. NHS ENGLAND MATTERS
 - (a) NHS England – Occupational Health Group - Dr Hogan joined a telephone conference for this group representing all four LDCs for the South East (KSS). He reported that NHS England has an intention to procure Occupational Health (OH) services for primary care practitioners both GMPs and GDPs only (not staff). There is an intention to separate mental health issues with general health issues. The procurement process is to start in June/July for a start of 1st April 2017. There is the possibility that there will be primary

care practitioner representation for the evaluation of the tenders. The services will be provided by multiple providers. Telephone conferences will be monthly.

(b) NHS ENGLAND SOUTH (SOUTH EAST)

- (i) (a) - Kent Local Professional Network (LPN) & Challenges Conference –The last LPN meeting was held on 9th March and held jointly with Surrey and Sussex LPN and attended by the Chief Dental Officer Sara Hurley. Minutes and actions of the previous meetings were discussed and there was an update on LPN membership. Both Kent, Surrey and Sussex are trying to recruit a new Chair after the retirement of Chris Allen in Kent and Amit Rai in Surrey/Sussex. NHS England hopes to appoint one chair to cover both LPNs. In the meantime Mark Johnstone is acting for Kent LPN and Brett Duane for Surrey/Sussex. Issues discussed were:- Update on DERS across KSS; reports from the Managed Clinical Networks (Restorative, Special Needs, Oral Health Promotion, Orthodontic and Oral Surgery); update on NHS England and the various Commissioning Guidelines; Public Health England; Health Education England; Dental Practice Advisors, DentaLine, secondary care, safeguarding; update from the LDCs and Healthwatch. Dr Unter advised that the Kent LPN seemed much more developed than the Surrey and Sussex committee.

A report of the Challenges Conference was circulated. This took place on 10th March at the Arora International Hotel, Crawley (attended by Drs Hogan & Unter). Dr Winstone advised that he and Tony Fallowfield continue to support performer list inclusion for dentists within KSS. These groups include EEA dentists, non-EEA dentists and returning dentists (who have not worked for 24 months). Non-EEA dentists undertake Dental Foundation training by equivalence. This includes checklists, personal development plans and portfolios of work (key skills folders) as well as audit/CPD.

(b) - Dental Electronic Referral Services (DERS) – **Action:** Dr Unter will take advice from Annie to suggest these guidelines be published on the KLDC website.

- (ii) KSS – Performance Advice Group (PAG) – Dr Unter reported that he attends every third PAG. The meeting is in Horley and shared with East & West Sussex LDCs (and on behalf of Surrey LDC). The LDC member no longer has voting rights on the panel however, their opinion is actively sought by the Chair Karen Crossland. Training has been offered to LDC members attending PAG. Due to the number of cases there has been an increase in the frequency this group now meets.
- (iii) KSS performers List Advice Panel (PLDP) - Dr Hogan reported that this meeting was shared with the other S E Coast LDCs and he attended one in three. The January meeting was cancelled and the next meeting is on the 21st April.
- (iv) DCQAP – Dr Unter reported that he and Dr Hogan attended these meetings in Lewes or Tonbridge respectively. Surrey and Sussex also send representatives. The main topics are updates from NHS England South (South East) Local Office contracts staff; the Dental Practice Advisors; complaints, update on contractual matters; end of year process for 2016 and subsequent deployment of COMPASS; DERS update and requirements for non KSS GDPs; Christmas break update and any orthodontic appeals. The next meeting is 19th April 2016 in Lewes.
- (v) SE Coast LDCs (Channel Group) - The next meeting is on 25th April 2016. There was an extra Channel Meeting on 2nd March where Annie Godden invited Vantage to demonstrate the DERS system, in particular the proposed orthodontic referral version. Kent awaits purchase of cameras needed with IOTN3 that assess aesthetic impairment.

(c) DentaLine – Dr Davies reported that DentaLine had been very busy over the Easter break. They are still trying to move Canterbury facilities.

(d) Dental Practice Advisors – Reports

- (i) East Kent - Dr Hymas reported that he is still carrying on with his record card checks. He advised that the CQC had carried out a practice inspection on his practice and that this went well. Their main objectives are to make sure that your practice is safe, effective, caring and well led. He will put a report onto the website.

- (ii) Medway and West Kent – Dr Winstone reported that he had attended quite a few practice inspections and had also participated in record card checks. They are appointing further Dental Practice Advisors across Kent, Surrey and Sussex.

10. REPORT FROM CONSULTANT IN DENTAL PUBLIC HEALTH (ENGLAND)

This post is still vacant, therefore there is nothing to report.

11. ORTHODONTIC MATTERS

Dr Sheridan provided a report but was unable to attend the meeting. She advised that with regards to transfer cases it is still a bit unsure but it seems that NHS England feel that these should be done as a trade-off for the FTC cases that they have and that this should improve start/finish ratio. This factor should be taken into account when tendering for renewal of contracts. All transfer cases must provide their original models to show that they are qualified for NHS treatment. With regards to DERS it is felt that DERS awareness training in completing the electronic referral system is required. Difficult referrals are IOTN 3 with need for “aesthetic” grading. DERS will highlight these cases. In this section if the GDP notes an “unsure” then these cases will be assessed by photograph. All assessments will be done within 13 weeks.

Dr Sheridan reported the need to assess school location and sibling location and sibling treatment before sending the referral. She advised that she had seen several parents recently who have children already under treatment with her but have been referred to Grove House for a sibling. She advised that this is very difficult for the parents as they were unaware that they could request to be sent to Longfield and states that once sent the referral cannot be changed. It was noted that any patient can be referred for an NHS funded consultation but clearly those falling below the IOTN level set by government would not have access to NHS treatment.

Members disagreed with some aspect of the written report but in Dr Sheridan’s absence were unable to question her. It was felt that personal details about the report writers own practice should not be included in a report prepared for members.

12. SALARIED DENTAL SERVICES

(a) East Kent – Dr Johnstone’s report was attached. He advised in his report that Dr Marianne Hearsom has joined Dental Services as the Clinical Director for Leadership and Quality. She was a Clinical Director for North East London Foundation Trust and a part time Senior Lecturer at King’s College Dental Institute, specialist in Special Care Dentistry. Paul Bentley has been appointed as the new Chief Executive. Overall patient experience remains high at 98%. They are midpoint on the Bharts trial with 1600 children recruited. RECUR – recruitment has successfully started in both Kent and London. They no longer provide dental services at Dover Immigration Removal Centre due to its closure. June also added to the report that guidelines for antibiotics prescribing has been very heavily challenged and she will be attending a meeting next week which she will share with Dr Hogan.

(b) West Kent – Dr Davies advised that she is getting ready for Dr Winstone to visit and look at their clinics. They are waiting to be part of DERS.

13. HOSPITAL REPRESENTATIVE REPORT

Dr Elder’s report was attached. He advised that the Commissioning Guide for Restorative Dentistry document was due to be published by the end of March. Until this document is published work cannot commence on reconfiguring services.

DERS - He advised he had met with Brett Duane and David Ezra to discuss Restorative Dentistry referrals from September.

Challenges Event - He was able to attend the afternoon LPN event (Item 11 (b) (i) (a) also refers). Sara Hurley, CDO presented. The question was raised as to whether there could be a Max Fax representative at the meeting.

14. GENERAL DENTAL PRACTICE COMMITTEE: REPORT OF KENT REPRESENTATIVE (s)

A report was attached of a recent meeting held on 29 January 2016.

The Committee has formed a working group in the greater Manchester Federation of LDCs to deal with Devolution in Manchester. Plans were well advanced for General Medical practices to be commissioned by GP Federations in 12 localities with practices volunteering for their contracts to be novated into one MCP contract. If the same happened to dentistry from 2017/18 with co-commissioning there was concern about practice goodwill and NHS benefits including pensions and maternity pay may also be at risk.

15. ORAL HEALTH PROMOTION (OHPN)

Dr Davies reported that there was a recent meeting with low attendance – this was a problem. There was an oral health needs assessment in Kent, Medway based. Dr Unter advised that the names of the people elected for this committee this evening will be emailed across to her.

16. LMC REPORT

Dr Nugent was not present therefore there was nothing to report.

17. KLDC WEBSITE (www.kldc.org.uk)

Dr Unter advised that he and John Noakes continued to go through the site and updated it. Some items were out of date such as the CQC and some items remained the same. Dr Hymas has produced an excellent CQC report and Dr Unter requested the KLDC support him for his time spent so that he could further develop his report for publication on the website. He asked that members please check the site and if there was anything they were not happy with or they felt was out of date to please email him and let him know. Dr Hogan sought permission and this was given to put his trauma guidelines onto the site.

18. EDUCATION AND TRAINING – DENTAL FOUNDATION TRAINING

HEKSS will be holding their local recruitment in April at the 5 Local Postgraduate Centres around the region.

The Older Persons Oral Health Initiative will run in HEKSS in the summer and is being co-ordinated by Mike Wheeler.

HEKSS has completed the Interim Review of Competencies as part of the Satisfactory Completion pilot year. The Final review will take place in June. Next year will be the first year of Satisfactory Completion if the statutory instrument is in place.

HEKSS continues to collaborate with Health Education London in processes where feasible.

Raj Rattan has been appointed as the head of DPL so will no longer hold the post of Associate Dean at HEKSS.

19. DATE OF NEXT MEETING

Wednesday, 6th July 2016 – Holiday Inn, Rochester.

20. ANY OTHER BUSINESS

- (i) Antibiotic Prescribing in Dentistry – Dr Hogan: Dr Hogan advised that 80% of dentists are still inappropriately prescribing antibiotics. There was to be a course on the misuse of antibiotics prescribing which will take place on Wednesday 29th June at the Canterbury Post Graduate Centre.

FUTURE DATES:

Wednesday, 5th October 2016 – Holiday Inn Rochester (note - changed from 12th October 2016).

The meeting closed at 8.30 pm