Avon LOC

Committee Meeting

Monday 03 April 2023

1845 for 1900 hrs

Newmedica Conference Room, Aztec West, Bristol

Record by:

Carolyn Hudd

Approved by:

**Attendees:**

Mark Humphrey-Ali, Andrew Edwards, Alvaro Borges (LOCSU Lead), Andrew Pinn, Carolyn Hudd, Mona Thacker, John Hopcroft, Amy Hughes

**Apologies:**

Amar Shah, Lynne Fernandes, Jenny Ogidi

**Changes to Conflicts of Interest**

None

**Minutes of the last meeting:**

Previous minutes of October 2022 approved with error corrected in regards to the Central Optical Fund being that the LOC does not have to pay £1 to become a member but is liable for £1 in exceptional circumstances.

**Actions Agreed at the last meeting**

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| --- | --- | --- |
| **LOC Member** | **Action**  | **Progress** |
| **Actions as of Feb 2023** |  |  |
| **LF** | **To organise CPD event for AGM** |  ✓Lorcan Butler – BrainTumour Charity |
| **All** | **Organise hour long meeting to discuss ongoing:****Launch the new website for better communication with the community****- Consider formulative mini LOC groups to focus on specific areas such as social media****- Look to recruit new committee members with particular interests or skills****- Consider changing the committee's name to better reflect the area****- Use LOCSU more for additional training.** |   |

**AGENDA**

* 1. **LOC Website (AH)**

Amy suggested launching the website at AGM. Live already but shall we send out questions for feedback?

Alvaro suggested adding photos of the committee to the website. Amy happy to work out how to add them.

Going forward, Amy happy to oversee the website but specific leads need to make sure their areas are up to date with the correct information. John suggested we add this as a task quarterly.

Vacancy Advertising: LOC vacancies would be valuable. What is the LOC’s policy for adding vacancies requested by third parties? LOCSU, PES were always promoted because they are actively connected with LOC, but what about private optical communities? Amy suggested we could ask the community and what they want to see and/or trial the vacancy page (with a note to make it clear it’s on a trial).

The committee took a vote to decide whether the LOC would advertise all vacancies.

3 voted for keeping the vacancy page for LOC, LOCSU and PES and 3 voted for asking the community. It was decided we will revisit this after the community has been consulted.

**Action: Launch email to be sent to Carolyn from Amy, with feedback form.**

* 1. **AGM**

The AGM will take place on June 15th at Bristol & Bath Science Park, Emersons Green, Bristol. Lynne has organised the CPD event with Lorcan Butler, Brain Tumour Charity.

Mona will contact Scope to confirm if they can sponsor.

Carolyn to find the last sponsor and make enquiries also. Newmedica suggested sponsoring too. Mark can speak to James.

Mona and Andrew Pinn are up for re-election this year. 5 spaces are available of which one will be a one year casual space.

* 1. **Committee Member Remuneration**

**PAYE:**

Andrew explained that after LOCSU consultation with tax advisors, the recommendation is to now pay all committee members under PAYE. LOCSU have provided a paid-for software solution to this.

A debate took place over the technicalities of the changes and a vote was taken to implement payments through PAYE. The vote was unanimous to implement this new system.

There is a question mark over the payment of the lay secretary, acting as a sole trader in this scenario. Alvaro will get guidance from LOCSU.

1. **NHSE SW (AB)**

**The Eyecare National Transformation Program** (formed during COVID) came to an official end. Regional programs were employed to try and take forward recommendations and improvement. The south west regional forum and LOCs tried to build relationships between primary and secondary care. The regional meetings have now come to end due to participants leaving and not being replaced (Zoe Marjoram), two other staff members have been found other roles. The NHS has no resources to replace them.

**Southwest NHS regional meetings** have been discussing delegating their functions with the GOS contract to the ICS. The ICS has no team to take that on at the moment and so those involved will continue to oversee the contract until a solution is found. Safeguarding has been discussed and was pushing to do more in regards to safeguarding. Only 8 practices replied to their survey in the area which they felt was bad engagement. Alvaro believes we already have a good level of safeguarding in place. Alvaro advises caution if you are asked to give opinions on safe guarding.

**LOCSU** have offered to support the costs involved in getting PAYE implemented.

**Levy changes** in terms of allocation. Previously this was based on the patients address. Now they will be based on the ODS code for that contractor. These changes won’t really have any effect accept to Wiltshire LOC. Except for domiciliary

Alvaro had meeting with Richard Curtis, **Enhanced Services Engagement Manager for Specsavers**. He is an ex-commissioner for the NHS; Richard has reached out to Amar. Their strategy is to increase enhanced services in areas that don’t have any or many. Alvaro explained to Richard that many LOCs will be worried about them trying to reach out and LOCSU advised he does not reach out to commissioners directly. Reach out the LOC’s first. He did reach out to commissioners in this area without Alvaro’s knowledge (which prompted the meetings) about urgent eyecare services. The answer was ‘no, thank you very much, we have Bristol Eye Hospital’. Amar has had some discussion related to this and Alavaro suggested perhaps Weston Super Mare could be a trial area for an urgent eyecare service due to its distance from BEH and its higher population.

John informed Alvaro that issues encountered with commissioning new services are linked to the migration to ICBs and the two contacts the LOC currently has will potentially not be involved passed the migration. (Margaret Kemp & Andy Newton).

Amy asked when the new replacements may be in place. This is likely to be 1st May 23.

1. **BNSSG**
	1. **Bristol glaucoma and post-cat services (AP/AS)**

BEH pilot has gone well and are they are talking about the data collection. They are excited about the platform with Topcon Harmony due to its image sharing possibilities.

There is a lot of interest in this now on how they can use this network with other services. They are now looking for more practices to join. Andrew Pinn questioned the £42 fee and how this falls short of the process. Carolyn is forwarding new interest to the correct route in BEH.

Post-Cat Services – Amar sent an update reference Bristol ICB was commissioning a broader post-cat service across the BNSSG footprint but at the last meeting they were potentially trying to push some of the private practice using PES and opera route to use the Bristol ICB scheme.

Andrew Pinn spoke of ISPs (independent services providers) commissioning through the community cataract follow-up funded by the ICB. From 1st April, this funding was retracted. Amy reiterated that they can continue to see these patients transferred out to them.

**3.2 ICS update (JH/AS)**

John has been attending the ICB primary care (POD) board meetings that have now created an off-shoot, Primary Care Organisation Group (PCOG). This forum will be for any commissioning for primary care under £500,000.

Avon LOC attending the Primary Care Board (PCB) – LDC, LPC, LOC, Out-of-hours, Serona Health. This is the primary care representative group that isn’t represented in the NHS ICB. There is an attendee that represents primary care to the ICB board. The group is trying to agree a structure on how to can work together more collaboratively for the interests of primary care in the new structure of the ICB.

1. **BANES – Andrew Edwards**

The minimum data set was audited and found that less people were providing the ‘right information’ than before its introduction.

Wessex LMC has been in touch and will meet Ed Rendell, Head, shortly.

1. **PES – Amy Hughes**

Previously, BSW CUES were very over-budget. Amy submitted a finance proposal showing we were actually running below most services and it’s been agreed to continue at the current level.

An NHSE independent audit has taken place on this ICB’s CUES service to look at appropriate to the service or were they better signposted elsewhere. The findings were that they were appropriate with the acknowledgement that the service has changed since the beginning of the pandemic. Symptom-lead services were very variable due to patient subjectivity. GP’s love CUES and send patients in like the 111 service. It’s been acknowledged that if they want to lower numbers they will need to go back to GPs.

IP pathway development will now continue to take place (IP10 pads are now in practice). An event will be put together for the practices and the hub to help the process.

Trust relationship building will continue to take place to increase implementation of pathways and diverting the number of patients seen in hospital.

1. **AOB**

Mona has been attending the leadership course organised by LOCSU. She will need to do a project and asked the committee if there are any ideas that the committee would like lead on.

Mona suggested a project around disinterest and disconnection with the community and how to engage them better. A survey will be circulated to the community to

Alvaro suggested Mona organise an engagement day lead by LOCSU. It is a full day of approximately 12-15 CPD points. Devon, for example had about 80 people attend. The LOC charged £35 for a full day with food. This would be a great event to encourage new members. It would require sponsors of who were discussed. Possible month for organising would be December.

**ACTION**: Mona to explore day CPD event.

Amy reminded the LOC how close it was to having an event with pharmacy. This was shelved due to Covid, but they were very engaged in it. This is another possibility.

Social media strategy was discussed and Mark reminded the committee that he had discussed this possibility with his own contact to on the role of social media engagement. Mona’s research can help guide the process of what the LOC will need in terms of going forward with social media planning.

**VCHP -**  Vision Care for Homeless People will be run from BrisDoc Compass Centre. There was a suggestion to apply for further funding from the Central Optical Fund. Karen Gennard will attend the AGM.

**Date of Next Meeting**

05 June 2023 – Newmedica, 645pm