



LANCASHIRE &  
MORECAMBE BAY LOC

**Minutes of Meeting held 14<sup>th</sup> September 2022**  
**Brockhole Visitor Centre, Preston PR5 0AG** (Junction 32 M6/M55)

Present:	<b>Michael Jackson MJ</b> (Chair) <b>Jennifer Smith JS</b> (Secretary) <b>Mike Broadhurst MB</b> (Treasurer) <b>Asma Adam AA</b> <b>Tim Bagot TB</b> <b>Sarah Bentley SB</b> <b>Sean Buckley SBu</b> <b>David Gleave DG</b> <b>Philip Harper PHa</b> <b>Riz Iqbal RI</b>	<b>Phil Jones PJ</b> <b>Edward Ovenden EO</b> <b>Neil Pearson NP</b> <b>Mike Ryan MR</b>  <b>Ruth Cuthbert RC</b> (Optical Advisor NHS) <b>Fionnuala Kidd FK</b> (LOCSU Lead) <b>Tom Mackley TMa</b> (LEHN Chair NHS) <b>Sophie Gristenthwaite SG</b> (Observer) <b>Michelle Cole</b> (Observer)
1.	<p><b><u>Welcome</u></b>  MJ opens the meeting and welcomes all. He advises the meeting will be recorded by JS for the purposes of taking the minutes.</p> <p><b><u>Apologies for Absence were received from</u></b>  Alan Bowen, Jane Quinn, Drew Thompson.</p>	ACTIONS
2.	<p><b><u>Declaration of Conflict of Interest</u></b>  MJ asks if anyone has anything new to declare - none.</p>	
3.	<p><b><u>Approve the Minutes of the previous meeting</u></b>  MJ asks if everyone has had a chance to read the minutes and if anyone has any amendments or queries.</p> <p>RC wishes to clarify Page 6 section 6. When NHS BSA communicate with practices, they like to do so via NHS.net. If practices do not check their NHS.net accounts they may miss these important emails i.e., those requesting information be sent re complaints.</p> <p><b><u>Matters arising from previous meeting</u></b>  MJ to look into MoU with TB</p> <ul style="list-style-type: none"> <li>- Done. Was originally with PEL &amp; has now transferred across to PES so does not need to be completed again.</li> </ul>	



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<p>JS to set up email accounts for anyone who wants one.</p> <ul style="list-style-type: none"><li>- Done for all those who requested one. Anyone needing one to let JS know.</li></ul> <p>MJ to ask TMa to send LEHN invites to AB NP SB</p> <ul style="list-style-type: none"><li>- Done</li></ul> <p>All LOC members to send a good quality headshot photo to JS to include on the website.</p> <ul style="list-style-type: none"><li>- So far only received from EO.</li></ul> <p>MB to send tracker out to all LOC committee.</p> <ul style="list-style-type: none"><li>- DG asks if fees for attending meetings are paid monthly or annually. MB advises usually annually but will be bringing this up later in his Treasurer's report. Committee members only need to invoice for time &amp; external meetings.</li></ul> <p>EO to send time sheet for induction course to MB for consideration at next meeting.</p> <ul style="list-style-type: none"><li>- Done, flat fee as recommended by LOCSU to be paid to all attending.</li></ul> <p>MJ to send LOC response on boundary changes to the LMC.</p> <ul style="list-style-type: none"><li>- Done</li></ul> <p>JS to contact central fund and find out more about their offering, could they record a presentation or would it need to be live etc.</p> <ul style="list-style-type: none"><li>- JS advises due to workload passed this action onto SBu</li><li>- SBu to look into prior to next meeting</li></ul> <p>MJ updates on NOC</p> <ul style="list-style-type: none"><li>- MJ, JS, EO all booked to attend. TB attending on behalf of PES, DG attending on behalf of AWL LOC. TMa attending on behalf of NHSE.</li></ul> <p>JS to send a reminder out to the mailing list re NHS mandatory complaints report.</p> <ul style="list-style-type: none"><li>- Done</li></ul> <p>MR to send to website content and instructions on what to put where to JS along with any charity information to go on website.</p> <ul style="list-style-type: none"><li>- MR advised work is ongoing &amp; will send to JS as soon as it is completed.</li></ul>	<p>All LOC members to send a good quality headshot photo to JS to include on the website.</p> <p>SBu to contact central fund and find out more about their offering, could they record a presentation or would it need to be live etc.</p>
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	<ul style="list-style-type: none"> <li>- RI enquires where to send old LVAs from the scheme. MR advises to send to practice on the scheme.</li> </ul> <p>MR to consider inviting 3rd sector LV providers to bring a stand to the LOC AGM next year.</p> <ul style="list-style-type: none"> <li>- Carry over to next meeting</li> </ul> <p>SBU advised he has contacted Lisa at LOCSU re ICO registration and is awaiting a response.</p> <p>MJ asks if the committee is happy these are a true record of the meeting. All agreed.</p>	<p>MR to consider inviting 3rd sector LV providers to bring a stand to the LOC AGM next year.</p>
<p><b>4.</b></p>	<p><b><u>Treasurers Report</u></b></p> <p>Income is holding up well. The LOC has a £.... surplus for the year so far. This will be reduced if the attendance allowances accrued so far are paid along with the fees for completing the needs analysis.</p> <p>External meeting costs are similar to those claimed for the full year in 2020. This is due to much higher activity from locality leads than in previous years. This is what the LOC is for, and activity in the community is increasing.</p> <p>At the last LOCSU treasurer's forum (attended by MB &amp; EO), discussions were held on whether committee members should be paid via PAYE or just by invoices. The general consensus was that as a minimum the officers should be on PAYE with other committee members possibly/probably be on PAYE too.</p> <p>MB advises this is so tax is paid at the time rather than at the year end. MB reminds all committee members that they are responsible for declaring income to HMRC currently (not the LOC). MB advises LOCSU have confirmed that with PAYE the LOC would not have to pay employer fees, sick/holiday pay or provide pensions to the committee. MB suggests it would be complicated to only move the 3 officers over to PAYE and would suggest the whole committee is paid this way. FK agreed and also advised that other LOC employ a bookkeeper rather than an accountant to keep costs down. FK also advises everyone should be being paid into individual accounts not business accounts. Discussions were held around how this may work for our LOC.</p> <p>It is decided to wait until the next treasurer's forum for more clarity and this can then be discussed at the next LOC meeting.</p>	<p>MB to update committee re PAYE.</p>



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	<p>MB confirms that today HSBC have confirmed that the new signatories (MJ, JS, EO) have been successfully added and that they now need to complete a DD application form if debit cards &amp; online business banking are required. MB asks if anyone objects to MJ, JS &amp; EO being given cards and accounts – none raised.</p> <p>MB also enquired if people were happy with the food he arranges for the meetings. All present are happy with the options and quality of the food. SB points out there seems to be a lot of food left over which seems a waste. Discussions were held around amounts and options. It was decided attendees could bring Tupperware's to take home any surplus food should they wish so as not to waste it.</p>	<p>MB to set up JS, MJ &amp; EO with debit cards and access to online banking.</p>
<p>5.</p>	<p><b><u>Chairs Report</u></b></p> <p><b><u>National Pathway Redesign – Ophthalmology</u></b>          MJ &amp; JS have been attending meetings run by SNOOK. Feedback has now been pushed back to next week (from June 22). Interesting to see what happens in different areas of the country and encouraging that Optometry First seems to be high up the agenda.</p> <p><b><u>EeRS</u></b>          Generally, seems to be going well, some areas more onboarded than others. There has been talk about switching off old referral pathways and everything having to go through Opera (esp in F&amp;W). Discussions were had about the LOC position on this proposed switch off, practitioners' confidence in referring through Opera for emergencies &amp; access to the triage line at LTHTr. JS advised LTHTr are aware of the issues with the triage line and contact details have been sent round the LOC mailing list to feedback any problems. TB advised that built into Opera is a fallback email address for RAS &amp; EeRS. If these systems go down, Opera will default to sending referrals via NHSmail. For this reason, NHSmail routes must remain open. FK also advises there is going to be another engagement event in October 22. TB advises an update is coming to improve the way images and scans are added to EeRS referrals to simplify the process and bring it in line with MECS &amp; CUES.</p>	<p>JS, MJ, SB &amp; FK to go back to SPA F&amp;W with this new information and ensure non EeRS routes remain open.</p> <p>AA to find out more about how LTHTr triage opera referrals.</p>



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<p>6.</p>	<p><b><u>Secretaries Report</u></b> <a href="#">Copy of Secretaries Report</a></p> <p>SBu enquired whether for CHEC surgeries for F&amp;W patients the Preston portal can be used or whether a separate contract is needed.</p>	<p>JS to clarify this for next meeting.</p>
<p>7.</p>	<p><b><u>LEHN Chair's report - TMa</u></b></p> <p>Integrated Community Eye Health Specification Update – TMa &amp; Shveta Bansal (Clinical Lead) have drafted a specification for CUES, pre &amp; post cat, Glauc. monitoring services etc which although unlikely to be rolled out across the whole ICS simultaneously offers a good standardised service. This is now with the commissioners who are looking at how this would work across the vastly different areas in the ICS. It is currently stuck at this stage and TMa will update the LOC when he can.</p> <p>MJ advises that the MECS &amp; CUES type services are easier to set up. The issue is with things like Glaucoma and getting all the different consultants and trusts to agree on a standardised way to run things rather than each having their own preferences. TMa advises that these services are Trust commissioning in MBay and East Lancs but CCG commissioned in Central and Blackpool. He advises it will likely all become ICS commissioned but with Trust involvement, it is the governance framework of this element that is proving difficult.</p> <p>Workforce Requirements – TMa has been looking at how to build up our IP workforce and the barriers towards IP qualification, HES placements and access to FP10 pads. Work is continuing on this.</p> <p>SG advised that she is working with Chris Dineen at LHTTr to standardise the IP placement offering/fee and is hoping to get the green light from HR soon to start offering placements from October 22. JS is collating placement requests from practitioners and adding to a live list that both Trusts have access to. TMa is also looking into a clinical network for IP providers to share learning/experiences if there is a demand for it.</p> <p>Special Schools Service – No more schools can be added at the moment. The scheme has been paused while proof of concept is evaluated and decisions are made about next steps. Communication has been poor but TMa is confident the scheme will continue in the future.</p> <p>Homeless sight testing – doing well. There will be an evaluation of it soon to ensure it can roll over into 2023 being commissioned by the ICS.</p> <p>TMa offers an invitation to all LOC members to attend LEHN meetings if they wish.</p>	



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	<p>National Eye Health Week has been postponed due to the death of QEII and World Antimicrobial Resistance week is in November.</p> <p>MJ updates that he is taking part in a pilot of advice and guidance in Mbay. Testing of the system is next week with the pilot to follow.</p> <p>PwLD – Orthoptists at Blackpool HES are offering support/advice to any practitioners providing or with queries about testing this group of patients. FK advises SeeAbility are looking to put on a virtual CPD event (?24th Nov 22 tbc) with Lisa Donaldson.</p>	
<p><b>8.</b></p>	<p><b><u>LOCSU Report</u></b></p> <p>FK requests all contractors fill out the OFNC survey on time taken to do tasks, to hopefully push for better fees.</p> <p>ICS roadshow in Manchester coming up.</p> <p>Information on the LOCSU website for LOCs on how to register as a CPD provider. LOCSU has provisional status which will hopefully change to official status shortly.</p>	
<p><b>9.</b></p>	<p><b><u>Locality Lead Updates</u></b></p> <p><u>Central Lancs</u> - No updates.</p> <p><u>Morecambe Bay</u> – No updates.</p> <p><u>Fylde Coast</u> – SB reports around 75% of practices now onboarded to Opera. It has been a slow process. SB reports she is struggling to find time to keep ringing and chasing these practices. Discussion was held around Vision Express barriers to joining Opera. It was suggested someone on the LOC help SB due to the size of the area. DG having no allocated role on the LOC is happy to help wherever needed.</p> <p><u>West Lancs</u> - There is some traction for CUES in West Lancs and Alison NHS is speaking to commissioners still trying to get it signed off. FK advises that Ophthalmology is a priority but moving slowly. Only 2 practices yet to onboard to Opera.</p>	



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<b>10</b>	<p><b><u>Trust &amp; Private Provider Updates</u></b></p> <ul style="list-style-type: none"><li>• PES – new contract today for Blackpool, F&amp;W CUES. Updated from previous CUES – used to be telemedicine within 2-4hrs of contact now changed to either telemedicine or face to face within 24hrs. Communications will be sent out by PES soon re a relaunch event. TB is hopefully this will encourage more practices to join up which will share the workload out.</li></ul> <p>DG asks re the PES current rates. B, F&amp;W £50 for standard episode, additional £25 for IP or OCT Mbay MECS £50 flat fee</p> <p>DG asks how long the wait is currently at Chorley HES for cataract from referral as wait in Wigan is around 12 months. AA advises 2-3 weeks. There are dedicated fast track clinics for cataracts.</p> <p>SG advises there is a new corneal consultant starting at Barrow Hospital with Pentacam arriving shortly. New glaucoma consultant has started.</p>	
<b>11</b>	<p><b><u>Other Updates</u></b></p> <ul style="list-style-type: none"><li>• <u>Low Vision</u> MR has been working with Galloways in preparation for NEHW – photos have been taken of an eye test. LV information for the website is almost completed.</li></ul> <p><u>CPD</u> AA advises it has been difficult getting accreditation status so she will look into LOCSU's offer of help. The next event in looking like being held toward the end of October 2022. AA is trying to make sure all the CPD is either interactive or peer review. JS suggested also advertising about the free parking. AA is not sure whether this will be possible for each event but she will try. AA reports that although points for the first event didn't get approved in time the event was well attended and feedback was good.</p> <p><u>Needs Analysis</u> Nothing to report</p> <p><u>Comms &amp; Newsletter</u> Nothing to report</p> <p><u>Wellbeing</u> Nothing to report</p>	



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<p>12</p>	<p><b><u>Optometric Advisors report</u></b> Previously circulated – <a href="#">Copy of report</a></p> <p>RC points out that contractors need to inform NHS England if their practice is closing for the HM Queen's birthday if their contract states they normally open for Bank Holidays. NHS England should have emailed those practices affected for this information.</p> <p>MJ asks if there are any queries - non raised.</p>	
<p>13</p>	<p><b><u>Any Other Business</u></b></p> <p>A discussion was held around which members of the committee are representing performers or contractors to ensure we have a 50:50 split.</p> <p>MJ advises that Vic Cottam has resigned from the LOC due to ill health. We will make sure to pass on our best wishes. He did receive a gift from the LOC when he stepped down as LOC Chair earlier this year.</p> <p>JS proposes sending out a survey to practices to ascertain who provides which services and which performers have WOPEC certificates/IP etc. This will be helpful in the future as new services roll out.</p> <p>FK encourages more practices to join up to the PwLD scheme.</p> <p>MJ thanks everyone for attending and closes the meeting.</p>	





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<b>14</b>	<p><b><u>Dates of Next Meetings</u></b></p> <p>25/01/23 22/3/23 26/4/23 AGM 21/6/23</p> <table border="1" data-bbox="153 889 1083 1153"><tr><td data-bbox="153 889 316 1086">Signed by:</td><td data-bbox="316 889 740 1086"></td><td data-bbox="740 889 1083 1086">Date: 17/02/23</td></tr><tr><td data-bbox="153 1086 316 1153"></td><td data-bbox="316 1086 740 1153"><b>Michael Jackson, Chair</b></td><td data-bbox="740 1086 1083 1153"></td></tr></table> <p>Taken by: Jennifer Smith, Secretary</p>	Signed by:		Date: 17/02/23		<b>Michael Jackson, Chair</b>		
Signed by:		Date: 17/02/23						
	<b>Michael Jackson, Chair</b>							