



LANCASHIRE &
MORECAMBE BAY LOC

Minutes of Meeting held 17th January 2024
Brockhole Visitor Centre, Preston PR5 0AG (Junction 32 M6/M55)

Item	
1.	<p>Introductions & Apologies 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>Committee Members in Attendance: Michael Jackson (MJ) (Chair), Jennifer Smith (JS) (Secretary), Edward Ovenden (EO) (Treasurer), Asma Adam (AA), Sarah Bentley (SB), Sean Buckley (SBu), Michelle Cole (MC), Philip Harper (PHa), Phil Jones (PJ), Neil Pearson (NP), Mike Ryan (MR), Drew Thompson (DT), David Gleave (DG) - Co-opted DO</p> <p>Observers in Attendance: Ruth Cuthbert (RC) (Optometric Advisor NHS), Mohammed Bhuta (MBh) (LOCSU Lead), David Barras (DB) (BVH Optom)</p> <p>Apologies: Mike Broadhurst (MB), Tim Bagot (TB), Tom Mackley (TMa) (LEHN Chair NHS)</p> <p>Declarations of Interest MJ reminded all committee members to inform JS of any changes. All Col forms now received. AA requested a new form to complete – JS to send out.</p>
2.	<p>Notes and Actions from Previous Meeting Attendees had not received the minutes from the 27/09/23 meeting due to technical issues – Agreed to circulate again and formally adopt at the next meeting in March 24.</p> <p><i>There was no further discussion from the group.</i></p>



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3.	<p>Chair's Report</p> <p><u>Chair's Report – Jan 2024</u></p> <p><u>WOPEC Training Proposal</u></p> <p><i>Further discussion from the group:</i></p> <ol style="list-style-type: none">1) RNIB – MBh advises RNIB pathway only in areas where nothing else in place therefore our pathway through Opera still stands. MR to send PH piece to advertise pathway in newsletter, only to go out once EeRS confirmed so as not to cause confusion. It was agreed that the LOC did not need to respond to the report at this time.2) Discussion around UHMB & BVH requesting a phone call to the Dr on-call rather than just sending to emergency email as done in Central Lancs – poor attitude of staff at BVH also raised. DT to speak to BVH and get definitive pathway e.g. list of conditions that must be rung first. MJ to do the same for UHMB – no issues raised for LTHT or W. Lancs Trust.3) MJ & MBh suggested a Teams meeting for the LOC to discuss strategy & subcommittees – JS advised useful slides on this topic in the circulated NOC report.4) 2nd Pairs – document not finalised as yet. RC advises nothing new, approvals go to her. DB will speak to BVH colleagues and try to adopt the same policy for patients >7yrs old. Issues arise in primary care when HES discharges & Px's have been used to getting 2 pairs at each visit. AA advises LTHT already use this policy. There is currently a work around in place in B,F&W for practices doing HES paediatric refractions – Practitioners email the trust to request a 2nd HESP voucher.5) FB removal training – See above wopec briefing doc. MJ is waiting for Lead Assessor K. Liu's availability. Discussion was held around how much the LOC can afford to fund. Agreed FB delegates to pay £50, MECS & Glaucoma £75 per course, the LOC to fund the rest. MJ offered to contact Pennine Lancs LOC re possible bulk buy of FB kits to supply each delegate with one (this may mean the fee has to be increased to cover cost). It was agreed to run 1 FB evening event in Lancaster for 24 or 36 people – LOC attendees would be signed off as tutors then to run a separate MECS/Glauc event where LOC members could be trained as WOPEC assessors. SBU advised he is already accredited as an assessor. MJ to ask Kev Liu what is involved – this will keep costs down for future
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	<p>events. MJ look into collaboration with AWL LOC for FB removal event south of the patch & maybe Pennine LOC also to help share the cost.</p> <p>6) NHS.net authentication – MBh advised LOCSU have raised formal concerns about this – he will update us when more is known.</p>
4.	<p>Secretary's Report Secretary's Report Jan 2024</p> <p><i>Further discussion from the group:</i></p> <ol style="list-style-type: none">1. Discussion re moving to new website hosting service. All in favour MJ proposed MR seconded. JS abstained due to Col. SB requested a few days to backup emails – JS advised nothing will change before 21/1/242. Once website and email is sorted JS will send out reminder to mailing list re IP funding along with wopec courses available.3. All happy for Optegra to sponsor March meeting request £300 for 10-15min slot at the start. RC requested their details to investigate sponsorship for LOS Lectures.4. Standard contract – committee didn't feel need to submit response – LOCSU are drafting on our behalf.5. DVLA – SBU advised practices consider increasing indemnity insurance if participating (there were issues in the past with Henson fields and compensation claims). NP also advised there were compensation claims if firms completed the forms incorrectly, with no failsafe method to check before DVLA revoke a licence – he advised this meant it wasn't worth continuing with the contract. All things to be aware of going forwards. JS advised better coverage is needed as central Lancs patients are having to travel all the way to Southport currently.6. JS read out the below statement from K.Rimmer on Tier 1 & EeRS. <i>"Tier 1 procurement – we have had a legal challenge following the outcome, and this is now being managed by our legal team (sorry there is limited information I can share). We are currently in discussions which will inevitably delay the procurement mobilisation. I have a meeting with our procurement and contract lead and will inform you when we have a definite plan to go forward. It's a shame we can't progress as planned but unfortunately, we must deal with the challenge in the correct way which takes additional time.</i>



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EeRS – all the information is now with our executive team and PES are providing amended costs as the A&G functionality is currently not in place. I am hoping I can share the next steps by the end of the week, early next week with all the clinical leads. We have completed a QIA and EIRA to identify the risks of the removal of the platform and our executive team are reviewing this document in line with the funding request.”

We are hoping for another update any day – MBh advises new revised bid for EeRS is looking hopeful.



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5.	<p>Treasurer's Report Treasurer's Report Jan 24 - redacted Draft Expense Policy Jan 24 - redacted</p> <p>Draft Travel Expense Policy Jan 24 - redacted</p> <p>Venue Hire Costs Jan 24 - redacted</p> <p><i>Further discussion from the group:</i></p> <ol style="list-style-type: none">1. Vote on auditors – it was felt 2 auditors are needed as has been done in past and as the bookkeeper is paid by LOC and related to the treasurer it would be more ethical and transparent to stick to current auditors. All in favour – EO abstained due to Col.2. Expenses policy proposed by DG seconded by SB – EO to type up final version and send to JS for distribution.3. Meeting venues and costs discussed – all in favour of staying at Brockholes.4. Auth signatory for savings account – EO advised the bank have requested a minuted vote to allow EO to open a savings account for the LOC and to list him as Primary Treasurer User - Proposed by MR seconded by PJ – all in favour.5. Remove MB as signatory (no longer treasurer stepped down at AGM 2022). Proposed by EO seconded by SB. EO to inform the Bank.6. MJ (chair) & JS (secretary) to remain as auth sig for all bank/savings accounts. Proposed by MR seconded by NP. Copy of these minutes to go to the bank in order for EO to set up accounts.7. SB had a practitioner request Prof Cert Glaucoma funding. Committee decided not an appropriate use of funding at this time as new Tier 1 contract asks for either Wopec Level 2 OR Prof cert – all agreed it is better to fund more people through Wopec OSCE – can revisit in future if needed and funds allow.
6.	<p>AGM – CPD Plan</p> <p>MC has received the following Peer Review topics from Richard Edwards and asks the committee to choose 2 which will be run back-to-back after the AGM in April 24.</p>



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Learning from Complaints

The ideal introduction to the work of the OCCS, this session covers three OCCS case studies covering a range of scenarios the help delegates build their confidence in dealing with tricky situations and create a more systematic approach to complaint resolution. The thought-provoking scenarios will stimulate discussion & debate

Safe not Sorry

This session is currently receiving great feedback from LOCs. In this session Richard walks delegates through three redacted GOC/OCCS cases the help delegates understand what the situations would result in regulatory interest or action and those that won't. Alongside official objectives to better inform delegates about the process of Fitness to practice processes it also has the aim of enabling you to sleep better at night!

Great CONVERSATIONS in Myopia Management

Building on the success of great Expectations in myopia management last year this session updates delegates on the latest insights & research in this rapidly developing area of clinical practice. Three scenarios are designed for delegates to discuss how they would manage some of the challenging conversations in which we need to become proficient to ensure success in this key area.

Learning from Clinical Complaints

In this quick-fire peer review Richard presents four very topical clinical complaints from the OCCS archive and challenges delegates to consider how they would manage the situation but also what are the key learnings to take away from each of the four cases.

All agreed to book safe not sorry & great conversations in myopia management. MC, AA & EO to investigate sponsorship options – we can offer stalls prior to the AGM but no presentation time. Max cost would be £2400 for 100 attendees plus speaker fee of £300. AGM to be held first. Committe to email MC if happy to facilitate so tables can be organised. MC to set up on GOC CPD site and liase with JS to send out save the date.



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7.	<p>Discussion of Reports Previously Circulated</p> <p>Primary Eyecare Services (PES) Report – Jan 24 TB not present – no queries raised</p> <p>Central Lancs Locality Report – Jan 24 No improvement from Fulwood Hall with regards to post cataract reports. JS advised there has been a recent update to the CHEC portal. IOPs are now mandated for all episodes incl. E.g. lash epilation. JS has raised this with Kirsty Serdiville at CHEC this week and she is chasing removal.</p> <p>Fylde Coast Locality Report – Jan 24 It was decided there was little point in trying to sort a post cataract portal for BVH patients as this will hopefully happen with the new Tier 1 post cat cataract contract. Fischer Family Foundation – researchers contacting primary schools and testing all years. Teaching assistant screens using Thompson chart on a laptop – no clinical qualifications. They then send a letter to the parents advising them to take their child for a free sight test with an optician if they fail but no report is provided. No advice about need for sight test seems to be given if the child passes the screening (parents may feel a sight test is not needed and pathology could be missed). This service is causing confusion with the current commissioned Yr R-1 screening pathway, there is no discussion around eligibility for GOS if under 12 months. SB advises there have also been complaints the Optom has made a mistake if they are told all is well. RC advised to contact LCC as it is their commissioned service. JS advised to also ask K.Rimmer for advice. DB will follow-up and liaise with SB to keep LCC up to date.</p> <p>NHSE Optometric Advisor Report – Jan 24 No further discussion from group</p> <p>NOC Report 2023 No further discussion from group</p> <p>LOCSU Report Jan 24 No further discussion from group</p>
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<p>8.</p>	<p>AOB HESPs - JS advises - PES contract says subcontractors only receive funds when PES gets paid – some outstanding from 6/12 ago, LTHT must send a purchase order number before the practice can invoice but there is a 5-month delay for this. BVH still owe for the last 6/12 no purchase order needed they are just very slow to pay invoices. Payments from CHEC seem up to date. MJ will contact trusts to raise concerns – MBh will support if needed.</p> <p>Webinars – DG taking on PwLD role to try and improve uptake with practices – visits, calls etc.</p>
<p>9.</p>	<p>Dates of Next Meetings Mar – 20/03/24 Apr AGM – 24/04/24 July – 03/07/24</p> <p>Signed By: </p> <p>Michael Jackson (Chair) Date: 14th March 2024</p>



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Action & Decision Log

Date	Discussion	Action	Assigned to	Progress Update	Current Status
No 2 23/06/22	6. Secretary's Report	Contact central fund and find out more about their offering, could they record a presentation or would it need to be live etc.	SBu	14/09/22 - JS advises due to workload hasn't been able to look at this. Reallocated to SBu to investigate. 22/03/23 - SBu not present, carry over to next meeting. 21/06/23 - SBu not present, carry over to next meeting. 27/09/23 - SBu not present, carry over to next meeting. 17/01/24 - committee decided no longer relevant as attended AGM at the NOC	CLOSED
No 8 14/09/22	5. Chair's Report	AA to find out more about how LTHT triage opera referrals.	AA	25/01/23 - LTHT are currently changing their processes and looking at how they manage & triage referrals. Big job so won't be able to update for a while. 22/03/23 - AA not present to update. 21/06/23 - AA advises she has only been back at work 2 weeks after long absence so will get an update ready for the next meeting. 27/09/23 - AA advises not straightforward at all at the moment, trust are going to make contact with RMC to iron out issues. Currently each consultant does it differently.	CLOSED



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				17/01/24 - Closed – AA to provide report to LOC when new information arises	
No 16 25/01/23	9. Locality Lead Reports	Send email with information and arrange meeting to discuss - out of pathway payments by CHEC and their response & Spamedica post cats to be done through Opera??, out of area post cats.	JS/SBu	22/03/23 - No news, hope to have update for next meeting. 21/06/23 - JS & SBu trying to arrange a meeting with Deryn Ashby ICB but struggling to get any response – will continue to chase 27/09/23 - JS advises that this is still ongoing with 3 practices that we know about. Commissioner is aware and JS has asked CHEC to remove the pre-cat option off the portal for all users in Central Lancs. JS has rung the practices she has been made aware of and advised them to follow the correct pathway. 17/01/24 - JS advised practices are contacting her asking why pre-cat payments have stopped so presume this is sorted now. CHEC still not removed pre-cat option from portal – agreed to close action	CLOSED
No 24 22/03/23	9. Optometric Advisors Report	Raise concerns over loss of income from Domiciliary payment with M. Bhuta.	MB	21/06/23 - MB advises he has lost access to PCSE treasurer account. JS advises could be as she had to advise them of a change in treasurer following the AGM. EO and MB to sort out access. 27/09/23 - EO still waiting for a reply from LOCSU. He had been sent a form to complete but this	CLOSED



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				was for GP surgeries. Nothing new to report. JS suggested EO ask MBh for support with this. 17/01/24 - Ongoing. EO will report in Treasurer's Report as information arises.	
No 30 21/06/23	4. Treasurer's report	Create expenses policy to discuss at next meeting	MJ & EO	27/09/23 - EO to create final draft to be voted in at next meeting 17/01/24 - Draft travel & expense policy approved (see Treasurer's report). EO to create final version for circulation and future use.	CLOSED
No 32 21/06/23	5. Chair's Report	Looking into options for foreign body removal training – possibly in collaboration with LTHT	MJ & TMa	27/09/23 - AA advised Dr Parker and a nurse are happy to help but there are H&S concerns around needle stick injuries which would need to go through occupational health – is it worth it. MJ & JS to consider other options. 17/01/24 - LOC putting on WOPEC workshop	CLOSED
No 33 21/06/23	6. Secretary's Report	Looking into CPD options in South Cumbria	AA/MC as CPD leads supported by TB & MJ	27/09/23 - TB reports there may be a glaucoma related cpd event coming up in the future. 17/01/24 - Wopec event will be held at Lancaster Specsavers	CLOSED
No 34 21/06/23	10. Fleetwood PCN	Talk to Tracey Harrison re frequency of PCN meetings and LOC expectations and draft MOU	MJ & SB	27/09/23 - No update, carry over to next meeting. 17/01/24 - MBh to provide MoU for office holder positions. MJ to use these to draft for Tracey's role	In Progress
No 37 27/09/23	4. Treasurer's Report	EO to look at alternative venues for LOC meetings – price	EO	17/01/24 - See Treasurer's Report. Agreed to stay at Brockholes &	CLOSED



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		up and present at next meeting.		keep other venues on reserve list if needed.	
No 38 27/09/23	8. LEHN Report	EeRS contract potentially terminating Jan 24. TMa & MJ to draft and email to Geoffe Jolliffe to raise concerns. JS & MJ to keep in touch with Katie Rimmer about implications and progress.	MJ & JS	17/01/24 - MJ emailed Geoffe Jolliffe – no response. PES have put in a new bid without A&G funding – awaiting decision.	CLOSED
No 39 27/09/23	9. PCN Dev Group Update	DG to contact the chairs of the 2 new subgroups and express interest in attending meetings to represent LOC	DG	17/01/24 - DG attending meetings, the last 2 have been cancelled. Next is Feb 2024	CLOSED
No 40 27/09/23	10. AOB	PH and AA to plan events for NEHW 2024	AA & PH	17/01/24 - Ongoing – will report as plans are made.	In Progress
No 41 27/09/23	10. AOB	Sort out plan for Peer Review event at Apr 24 AGM – update at Jan 24 meeting	MC & AA	17/01/24 - R. Edwards booked. Max capacity 100. MC, EO & AA to investigate sponsorship & report back at next meeting. MC to find out if points for DO's. Committee to email MC if happy to facilitate.	In Progress
No 42 17/01/24	3. Chair's Report	MR to send PH piece to advertise pathway in newsletter, only to go out once EeRS	MR		



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		confirmed so as not to cause confusion.			
No 43 17/01/24	3. Chair's Report	MJ look into collaboration with AWL LOC for FB removal event south of the patch & maybe Pennine LOC also to help share the cost. Also to enquire re FB kits & confirm lead assessors' availability and process for committee becoming assessors.	MJ		
No 44 17/01/24	3. Chair's Report	DT to speak to BVH and get definitive pathway e.g. list of conditions that must be rung first. MJ to do the same for UHMB	DT & MJ		
No 45 17/01/24	3. Chair's Report	MJ & JS to look at LOC strategy/future plan and suggest dates for online meeting to discuss with committee	MJ & JS		
No 46 17/01/24	7. Fylde Coast Locality Report	SB to liase with DB (BVH) and LCC re	SB		



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		Fisher Family Foundation Screening and report back at next meeting			
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