



LANCASHIRE &
MORECAMBE BAY LOC

Minutes of Meeting held 12th November 2025

Brockhole Visitor Centre, Preston PR5 0AG (Junction 32 M6/M55)

Attendance	<ul style="list-style-type: none"> • Michael Jackson (MJ) - Chair • Jennifer Smith (JS) - Secretary • Edward Ovenden (EO) - Treasurer • Tim Bagot (TB) • Sarah Bentley (SB) • Sajeel Abrar (SA) 	<ul style="list-style-type: none"> • Philip Harper (PH) • Drew Thompson (DT) • Michelle Cole (MC) • Richard Flynn (RF) • Weronika Karmelita (WK)
Guests	<ul style="list-style-type: none"> • Ruth Cuthbert (RC) - ICB Clinical Lead for QiO 	
Apologies	<ul style="list-style-type: none"> • Mohammed Bhuta (MB) - LOCSU • Neil Pearson (NP) • Asma Adam (AA) 	<ul style="list-style-type: none"> • David Barras (DB) • David Gleave (DG) • Tom Mackley (TMA) - LEHN Chair
Notes:	Item	
1.	Declarations of Conflict of Interest <ul style="list-style-type: none"> • None declared 	
2.	<p>Minutes of last meeting</p> <p>The minutes of the meeting held 24th September 2025 were approved by the group. Proposed by SB, Seconded by EO.</p> <p>Further discussion from the group:</p> <ul style="list-style-type: none"> • Overdue HESPs - SB & MJ met with K.Rimmer who is supporting the LOC, she has liaised with Head of Finance for BTH who is looking into removing the need for practices to raise PO numbers themselves. DT reports he has received some payments but not all. There has been no response from LTHT yet. • HES Invoices for IP placements – EO reports that under the Limitations Act 1980, if there is a written-on verbal contract between the funding body (LOC) and the Trust this will be a simple contract. This means they can invoice anytime but it is only legally enforceable for 6 years (starting the end of the month the placement was completed). JS advises the LOC does not have any contracts with the Trusts; the contract is with the students. MJ advises he was given no contract when starting his placement at UHMB just an informal email with placement details. It is therefore agreed that the LOC should presume funds can be requested up to 6yrs following the end of the placements. As the LOC wishes to retain a good relationship with the Trusts JS will prepare a list of outstanding monies and TB has offered to raise this with the placement lead. • MJ advises Specsavers are thinking of running a WOPEC course in the area and if places do not fill are happy to open it up to our constituents – they are also happy for members to attend to train as assessors – MJ will update committee. 	



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3.	<p>Chair's Report <u>Chair's Report – November 2025</u></p> <p><u>ICB Organisational Change</u></p> <ul style="list-style-type: none">• What is meant by community? Could be primary care optical practices but could also be new hubs that provide the services. MJ reports our ICB is keen to work with the LOC and Primary Care. LOC will continue to work closely with the ICB. TB advises unless all the clinical leads are on board progress will not be made regardless of commissioning.• MJ met with Danny Bakey – Head of Families and Surgery, MBay, TMa and K.Rimmer to talk about ICB specification for Glaucoma which will align with the National Spec yet to be announced. They are, however, very keen for this to include primary care. K. Rimmer hoping to have an update on the viability of this plan before the end of 2025. <p>JS & MJ attending the virtual PES Briefing Sessions and will report back to the committee.</p> <p><u>Road Safety</u></p> <p>MJ read in the GP digest that the road safety team from the council were going into GP surgeries to support with work on driving and vision. He has been in touch with the road safety team, and they are keen to work with optical practices to help support over 70's following the National Press Reports. They have leaflets (paper and digital) with lots of information about changing mindset about stigma of stopping driving. The team are keen to talk to local optometrists and MJ proposes they present at the 2026 AGM. The information will be shared with practices when received and MJ will keep working with the team.</p> <p>Secretary's Report <u>Secretary's Report – November 2025</u></p> <p><u>ICB Reorganisation</u></p> <p>All agreed seems sensible to match LOC Locality areas with the ICB. Will wait for official announcement and then decide.</p>



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AGM Planning

- MC, DT & JS standing down eligible for re-election with 2 more vacancies to fill on the committee.
- SB volunteered to act as returning officer.
- JS asks committee to encourage NQ members to apply. Ideally a new member covering Fylde and another in Mbay area would keep a good balance across the areas.

Vice Chair Election

- According to the constitution when an officer's role is vacant or within 6 months of expiry the committee must agree the terms of service for the role and the term. We had agreed at a previous meeting to try and fill the role of vice chair following the 2026 AGM and so the terms need to be agreed tonight.
- JS proposed the term be 3years to align with the terms of the other officers – all in favour, none abstained.
- JS proposed the following terms of service as per the constitution

“The role of the vice chair is to support the chair in representing the vision and purpose of the LOC, ensure the LOC functions properly and all relevant matters are discussed, effective decisions made and carried out at meetings. The vice chair will also support the Secretary and Treasurer and attend external meetings when required.” - All in favour, none abstained.

- JS will send out nomination forms for vice chair 90 days prior to the AGM to current committee members.
- JS advises the current terms of office for Chair, Secretary and Treasurer will end at the 2028 AGM.

Treasurer's Report

Treasurer's Report - November 2025 (available on request)

- Discussion around increasing committee expenditure with increased training and development. JS proposes more of the committee attending events like the ROC and NOC, more CPD events and not seeking sponsorship for the AGM are all good use of funds. This would mean the LOC could ask & fund a local consultant to provide a talk. MJ suggests looking at the committee hourly rate that has been unchanged for many years. EO feels there should be an increase of some form and has investigated the following options: calculating based on inflation and consumer price index rise, cost of



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hiring a locum and cost of time out of business, linking to GOS fee increase or the NHS CUF. PH remembers a few years ago the committee agreeing to increase this in line with inflation and will look through the previous minutes to find this. To be discussed at the January meeting.

Optometric Advisors Report

[OA Report – November 2025](#)

- BSA can be contacted here <https://www.nhsbsa.nhs.uk/provider-assurance-ophthalmic/gos-contract-management> JS advises this link can also be found on the LOC website under GOS Contracts & Practice Visits.
- ICB request for Safeguarding survey completion – Currently both our LOC and Pennine LOC have advised contractors not to complete the survey while further guidance is sought. RC advises this survey wasn't shown to her prior to being sent out to practices. MJ will keep the committee updated. JS advises following the LEHN meeting today the ICB intranet is now up to date with all the current safeguarding information and will be kept up to date. JS will remove the safeguarding information on the LOC website and instead display the link to the ICB site.

Primary Eyecare Services Report

[PES Report – November 2025](#)

- PES will look to run a catch-up event to run through the new timescales and for Q&A with providers once up and running.
- Low vision – some third sector providers have a large backlog for LV assessments meaning waits for service users, hopefully with the new contract patients will be able to attend optical practices which will increase capacity. TB encourages optical practices to refer patients for sight loss support through opera.
- In East Lancs A&Es all patients use an iPad on arrival to register their symptoms using the NHS111 flowchart. If they have an eye problem appropriate for cues the patient is given an option to sit and wait (for unknown hours) or to go home and someone from PES will ring them within 30mins for a telemedicine appt within 2hours (with PES not local practice). If a face-to-face appt is needed PES will ring round to find one so there is no extra burden on practices. The results of the pilot will be presented to clinical leads on 26th November and if this goes well may be rolled out in other areas. This would be dependent on the Trust having already paid for the urgent streamer tool. BTH has this but LTH does not.
- TB met with K. Rimmer, D.Parker & H.Haslett to start looking at different options and ways clinical triage of referrals could work across the ICB. They are not keen on restricting to ICB only options on Opera as is done in G.Manc ICB. Talks are ongoing but broadly positive after the first meeting.



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	<ul style="list-style-type: none"> • TB has also pointed out that UHMB is not using ERS for receiving referrals. If this could be implemented referral endpoints and visibility of waiting times would be easier to view. <p>Adoption of reports: Proposed by TB. Seconded by SA.</p>
<p>4.</p>	<p>CPD Update</p> <p><u>Regional CPD Events</u></p> <ul style="list-style-type: none"> • EO advises lots of ideas but nothing close to putting on. DB closest with BTH but not present at meeting to discuss • TB would like to propose event in MBay around VR referrals with consultants from UHMB and LTHT. EO advises not set budget in policy but that he uses Brockholes fees as a reference. TB proposes Crooklands Hotel as a good venue and one the LOC has used in the past. LTHT Consultants have a topic ready to go which may already have accreditation for CPD points. TB to confirm talk and dates with speakers and then look at venue availability. • DT & SB advise DB has sent a poll to BF&W WhatsApp group to gauge interest in emergency & urgent presentations, wet AMD, Paediatric assessment or adult BV issues. So far, most votes for emergency but only 12 responses (only contractors in the group so not wide reaching). Imperial Hotel and De Vere hotels suggests as possible locations depending on costs. • JS to add EO to the LOCSU CPD group. Members in there from other LOCs who have created VRICS posters that can be used at events. This would be a good way for getting extra points at our events. • TMa & AA not present to update on Central Lancs event. JS advises looking at glaucoma event, Content still being finalised and then to be sent to LOCSU for points accreditation. Location would be Lancs Eye Centre within Chorley Hospital with LCO funding the food. <p><u>AGM Plan 2026</u></p> <ul style="list-style-type: none"> • Vision with Luke talk – his experiences and the psychological aspects of vision loss (CPD approved for 3 points interactive discussion) • Road Safety Presentation (send to LOCSU to try and get points) • Low Vision stands as we’ve done in the past & bring the ECLo to meet practitioners • VRICS poster quiz (already approved via another LOC) • PES talk for any non low vision providers in this area: how to refer into the service and where. • SA advises there is a Vision Technology Event in London coming up that he was planning to attend where private companies display tech for Low Vision – he will let the LOC know of anything useful that comes from there.



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	<ul style="list-style-type: none"> • CPD working group to cement this plan and bring final plan for approval at the January LOC meeting. <p><u>CPD Funding</u></p> <ul style="list-style-type: none"> • Discussion held around ethics of accepting funding from ISPs. Decided to keep it open as an option but currently funding is not needed, and we have a lot of non ISP fresh and locally relevant topics worth exploring first. • DT advises that CPD funding can be sought from frame suppliers as well.
5.	<p>Survey of Constituents – MJ</p> <ul style="list-style-type: none"> • LOC represents contractors and performers, but do we really know what they want. • Other LOCs have done surveys and it would be good to do at the AGM easily with a QR code on each table to scan and fill in an MS Form. Can also be shared with the mailing list. • MBh asking LOCs that have done this if we can get in touch with them. DT happy to lead this and create a survey.
6.	<p>Strategy Day – MJ</p> <ul style="list-style-type: none"> • Annual in May • Covering needs analysis • Strategy for the next 1-2 years • Results of constituents survey • Other LOCs have reported it as being a really useful event. • MBh to facilitate as LOCSU Lead • JS to send poll out to committee with preferred day, time
7.	<p>MCN Paeds</p> <p>DB not present to deliver</p>
8.	<p>AOB</p> <p><u>FP10 Pads for Locums</u></p> <ul style="list-style-type: none"> • No IP practitioner coverage through CUES in central Lancs. RF is a locum IP but is unable to have an FP10 as needs to be registered to a specific practice and stored securely there. Pads are registered to the practice ODS code not the practitioner. What do Locum GPs do?



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	<ul style="list-style-type: none"> • TB advises private prescriptions can be issued at cost to the patient or ask the GP to prescribe – RF advises a GP refused to prescribe for a patient with PreSeptal Cellulitis instead advising the px be sent to HES. • TB will put this to the PES IP lead to see if there is a solution to this. <p><u>ICB 10yr Roadmap</u></p> <ul style="list-style-type: none"> • Nick Barkworth requested ideas amendments to 5-year plan as money may be available – deadline for submission 10 days time. • MJ shared the roadmap for discussion <ul style="list-style-type: none"> ○ 2-way discussion with Trusts for referral feedback etc ○ Post vision screening pathway ○ Any points to be sent to MJ asap to send onto Nick 	
9.	<p>Dates of next meetings</p> <ul style="list-style-type: none"> • 14th January 2026 (virtual) • 11th March 2026 • 29th April 2026 – AGM & CPD • May 2026 – Needs Analysis Date TBC – virtual? • 24th June 2026 	
	Adopted by committee	Date:

Action & Decision Log

Action No.	Date	Item	Lead	Status
50	20.03.24	<p>JS to ask LOCSU for support getting Trusts to pay HESP fees timely</p> <p>18/09/24 - MBh looking into it, carry on to next meeting – not present.</p> <p>13/11/24 - JS to email MBh again and also discuss with LTHT correct procedure and escalation details to share round mailing list and post on website. Look at doing the same for BTH, UHMB, ELHT, MREH</p> <p>15/01/25 - MJ is drafting a letter to the Director of Finance at BTH to address the issue.</p>	MJ	In Progress



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		<p>12/03/25 - Letter sent & response received within 24hrs, MJ believes all payments are now up to date, however, still waiting for response re what happened, what the process is & how to stop it happening again.</p> <p>- MC has been collating sums owed from Central Lancs practices from LTHT. MJ to send similar letter to their director of finance to resolve.</p> <p>25/06/25 - MJ to send details of amounts overdue to practices to financial leads at BTH & LTHT on 27/6/25. MJ to also meet with SB & MC to understand how the portals work and the pitfalls before arranging a meeting with the Trusts to discuss further.</p> <p>24/09/25 - MJ to escalate this with the PCQG, ICB and LOCSU – seek guidance on what the LOC can advise practices to do.</p> <p>12/11/25 - MJ to draft comms to go out to practices to update.</p>		
59	03.07.24	<p>Create Top Tips for Paediatric Examinations document for website</p> <p>13/11/24 - Still waiting for response from Trusts.</p> <p>15/01/25 - Document is ready, DT has offered to help with the design. DB plans to send to head orthoptists at the Trusts before circulation.</p> <p>12/03/25 - No response from Trusts other than BTH. Sending to RC & TMa for GOS detail then final draft to be sent to committee for review. This to be done prior to the next LEHN meeting in May to be presented there.</p> <p>25/06/25 - DB condensing doc for committee review then to work with RC for GOS rules to include.</p> <p>24/09/25 - All committee to look at paed top tips document and feedback then can be circulated round practices.</p> <p>12/11/25 - DB not present to update.</p>	DB	In Progress
77	12.03.25	<p>Send PSCE rejection letter drafted by NW forum to the ICB and specials schools letter to the Primary Optometric Services group and Peter Tinson as Director of Primary Care on the ICB. TMa also requests to be copied in</p>	MJ	CLOSED



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		25/06/25 - Letter has been sent. MJ to chase response and update at next meeting. 24/09/25 - action not clear from meeting recording 12/11/25 - PES have sent response to RFI – action closed PES leads will update when there is news.		
82	12.03.25	CPD working group to start planning quarterly events 1 in each area. July-Sept, Oct-Dec, April-June AGM. TMa to support with GOC approval. 24/09/25 - TB to liase with UHMB to put on event around VM referrals. <ul style="list-style-type: none"> - AA & TMa to work on a glaucoma event at LTHT - DB & SB to liase with BTH to put on an event around new referral pathways/wet amd etc 12/11/25 - TB to confirm talk and dates with VR speakers and then look at venue availability. <ul style="list-style-type: none"> - DB to look into venue options e.g. Imperial Hotel, De Vere Hotel etc and get estimate of costs. Confirm topic, speakers, cpd points. - JS add EO to the LOCSU CPD group to look into VRICS poster for our events - CPD group to bring finalised LV plan for AGM to January LOC meeting for approval 	CPD working group	In progress
84	25.06.25	EO to look into legal precedents for invoice payments in relation to UHMB not invoicing for IP placements after 3yrs. This could mean funding could be reallocated to support more clinicians. 24/09/25 - TB attends meetings with UHMB regularly so to raise this again and give them a deadline of the 12/11/25 to provide invoices or the money will not be paid and the funding will be reallocated to other practitioners. 12/11/25 - JS to collate list of placement end dates from students and send to TB to raise with UHMB for invoicing.	EO	In progress
85	25.06.25	Meet with Lakshmi Patil to discuss her plan for A&G 24/09/25 - No update.	TB & MJ	CLOSED



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		12/11/25 -Lakshmi is no longer clinical lead – action closed		
86	25.06.25	JS to get in touch with Saskia at WOPEC about availability for event in Oct/Nov, avoiding half term 24/09/25 - WOPEC have advised they have a few Lead Assessors in place so the LOC should just let them know potential dates and they will see who is available. JS to send out EOI to mailing list 12/11/25 - No responses received to EOI.	JS	CLOSED
87	25.06.25	Locality leads to work together and look into setting up whatsapp community groups and try using to share cues requests/availability 24/09/25 - TB advises there is a South Lakes Group. EO to support TB, SB, MC & NP setting up prior to next meeting. 12/11/25 - No progress, leave open	TB, MC, SB, NP	In progress
88	25.06.25	MJ to discuss IP clinical network role with Ceri Smith-Jaynes and draft MoU for the role 24/09/25 - No Update 12/11/25 - No update. DT volunteered to look into this and speak to CSJ	MJ/DT	In progress
89	24.09.25	JS to email TMa, RC & A. Ashworth about charity in Preston supporting people who are from global minority groups 12/11/25 - RC, TMa & AA meeting at the end of November to discuss next steps, Sahara charity aware. Action closed	JS	CLOSED
90	24.09.25	AA to work with C.Dineen to understand how widespread the issue of GOS refusal for HES patients is and if there are any patterns, consistencies. 12/11/25 - AA not present to update	AA	In progress
91	12.11.25	MJ to send road safety information to JS & PH to share with practices and for the newsletter.	MJ	
92	12.11.25	JS to support SB with requirements of returning officer in preparation for AGM	JS/SB	



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93	12.11.25	JS to create office holder contract for role of vice chair and prepare nomination forms to send out to committee 90 days prior to AGM	JS	
94	12.11.25	PH & EO to look through previous minutes to find reference of vote on raising committee hourly rate with inflation ready for committee discussion at January 26 meeting	PH & EO	
95	12.11.25	MJ to liase with ICB safeguarding team to raise concerns about optical practices completing the recently distributed survey	MJ	
96	12.11.25	JS to remove safeguarding information from the website and include instead a link to the ICB safeguarding page	JS	
97	12.11.25	DT liase with MBh to draft constituents survey for AGM – present draft at January meeting for approval	DT	
98	12.11.25	JS to send poll out to committee for all to complete re preferred days and times in May for Strategy day working around MBh availability	JS	
99	12.11.25	TB to ask PES IP lead if there is a solution for FP10 pad for locum IP optoms	TB	