

SOLIHULL LOC MEETING – MONDAY 4th OCTOBER 2021

VIA ZOOM - AT 6.30P.M.

Present: Spencer Parkes (Chair)
Dan Sanders (Vice Chair)
Cassandra Kendall (Treasurer)
Sukhi Drake (Secretary)
Salma Ali
Arooj Wahid
Simone Mason
Hitesh Parmar
Brendan O’Doherty
Kazim Haji
Osman Siddiq
Mandy Hart

1. APOLOGIES

There were no apologies.

2. DECLARATIONS OF INTEREST

There were no new declarations. SP explained attending LOC meetings and the potential conflicts of interest. Sukhi to send out forms for new Committee members to complete before or at the next meeting on 1st November 2021.

ACTION: SD

3. MINUTE OF LAST MEETING

The Minutes from 6th September 2021 LOC meeting were agreed by the Committee as a true representation of the meeting. Sukhi to sign and keep a copy.

4. MATTERS ARISING

(5.) SM has been in contact with RA regarding the change of email address as recommended by Richard Rawlinson. SM suggested setting up an email address using the LOCSU platform. SM and RA to investigate. SM has received further information from RA but would like this to be carried forward to the next meeting.

c.f. ACTION: SM/RA

SM to check with RA to see if the SOS What’s App Group has been added to the Website.

c.f. ACTION: SM/RA

Committee 2 line bio and photo for the Newsletter – carried forward – check on the website or those that have been received so far. (Rachel did put a message on Whatsapp group – so please send asap if you haven't already).

ACTION: ALL

(12. Health Harmonie) – DS to chase regarding complaints being experienced having received a generic response with no suggestion of a meeting.

ACTION: DS

(18. Next Meeting)

SM has contacted The Limes Hotel – they charge £70 for a 2hr meeting and can supply tea/coffee and sandwiches etc. at a lower rate than the Crowne Plaza. It was agreed to hold the next meeting there to get feedback in regard to location from Committee members.

5. CHAIR'S REPORT

SP reported not much has taken place since the Solihull AGM held on 22nd September 2021. He attended (virtually) the Regional Forum meeting held on 7th September which was mainly a catch up due to the length of time between meetings. Richard Rawlinson gave a slide presentation which SP will send out to the Committee.

ACTION: SP

The Provider meeting due to be held on 21st September normally attended by SP/SM was cancelled.

On 22nd September SP attended an EeRS meeting (Electronic Eyecare Referral System) which is a national directive but being rolled out differently in each region. There is another meeting due in October.

SP has had some communication with Charles Barlow who is now on the Board of the Primary Eyecare Services company and is pushing things along with regard to Ophthalmology services.

6. TREASURER'S REPORT

CK stated the balance currently stands at £41,789. A new expenses claim form has been sent out to the Committee with a request to submit 6 monthly expenses by December. CK can then submit an interim budget for the rest of the year. Any issues with the form please contact Cassandra via the What's App Group.

CK asked the Committee if they still wish to donate to the National Eye Health Week as in previous years. CK proposed and DS seconded, the Committee agreed and CK will make the donation of £125.

CK to start payments to LOCSU from January onwards. Charges are usually £6-7K per year.

7. ROC ACTIONS

Next meeting on 14th October – SP/DS to attend. SM attends in her CGPL role.

8. SERVICES UPDATE/CUES

Nothing to report.

9. LOC NEEDS ANALYSIS

LOCSU are currently finalising a new Needs Analysis form which will be sent out to individual Committee members to complete as opposed to their previous form which was completed by the Committee as a whole. SM will hopefully be able to send this form out for completion prior to our next Committee Meeting. Flip charts may be required at the meeting venue – SM to contact.

ACTION: SM

SM stated that the Committee should still aim to try to link up with PCNs where possible.

It was agreed that the 'Buddy' system is working well and to keep this active.

10. PCN Update

Ongoing as above.

11. REGIONAL FORUM UPDATE

Covered in Chair's Report – Minutes will be sent out from the meeting on 7th September when available.

12. HH Single Point Access-Referrals/Pathways/CUES

Re complaint about their services – DS sent a letter and has received a fairly generic response with no suggestion of a meeting with Andrew Jackman. DS to follow up.

ACTION: DS

New Committee Member Brendan is also experiencing problems with referrals (patient details gone missing). Spencer asked him if he would, where possible, supply evidence of these issues so that the Committee has some hard evidence for back up.

Mandy Hart to investigate re Single Point of Access into the hospital and will let the Committee know if she can find anything out about where referrals are actually going.

ACTION: MH

13. DIABETIC SCREENING UPDATE

CK has received an email from Paul Galsworthy to say that commissioning for this service has been received. Expressions of interest and formal bidding will start in November with the new contract planned to start in November 2022 with a possible 5 year contract being issued.

CK stated that all Low Risk patients will now be on a 2 year recall as from 2022/2023 to try and reduce the number of patients being seen on the high street but there is still a backlog in the system. No new screeners being taken on.

14. LOC Website & Communications – What's App Group Chat

Nothing new to report. Simone asked the new Committee Members to have a look at the Solihull LOC Website and compare it to the Birmingham LOC Website with feedback via What's App Group or at the next meeting as this would be very useful.

ACTION: BOD/MH/Osman/KH

15. ELECTION OF OFFICERS/Honorarium

All Officers agreed they were happy to remain in their current positions and a block vote was taken by the Committee – proposed by SM and seconded by HP:

Spencer Parkes – Chair

Dan Sanders – Vice Chair

Cassandra Kendall – Treasurer

Sukhi Drake – Secretary

Simone Mason was co-opted on to the Committee as Vice Secretary. Proposed by HP seconded by SD.

16. LOC INDUCTION COURSE FOR NEW MEMBERS

The next course starts on 8th November. AW and SA recommended it for new Committee members to do sooner rather than later. The course is funded, and each registered attendee can claim £250 at the end of the course. SM to send out an email to the new members for those wishing to register for the next new course.

ACTION: SM

17. AOB

AGM debrief – SP stated there was a record attendance of 43 people and appreciated the work that the Committee had put in to get this amount of interest for this year's AGM.

SM to put out a survey/questionnaire to attendees to get some feedback on the venue, dietary requirements, talk, etc so that we can prepare early for next year.

ACTION: SM

Hitesh reported that Thea would like to do the talk for next year. The Committee will decide a bit nearer the time.

Mandy Hart put in her apologies for the next Committee meeting.

18. DATE OF NEXT MEETING

1st November – The Limes Hotel, Forshaw Heath Ln, Earlswood, Solihull B94 5JZ
6.30pm start.

6th December – Zoom Meeting

The meeting closed at 7.45pm. Length of Meeting – one hour 15 minutes.