

SOLIHULL LOC MEETING – MONDAY 6th March 2023

held via Zoom - start time - 6.30P.M.

Present: Spencer Parkes (Chair)
Dan Sanders (Vice Chair)
Cassandra Kendall (Treasurer)
Salma Ali (Vice Treasurer)
Sukhi Drake (Secretary)
Simone Mason (Vice Secretary)
Hitesh Parmar (Education Officer)
Brendan O’Doherty (Referrals Officer)
Mandy Hart (HES Liaison Officer)
Kazim Haji (Diabetic Lead)

APOLOGIES

Arooj Wahid (Communications Officer)

1. DECLARATIONS OF INTEREST

There were no new declarations.

2. MINUTE OF LAST MEETING

It was noted on the minutes from the February meeting, that KH was missing from the list of members present, otherwise it was signed off as a true record of the meeting. SD to add KH on and forward to RA to put on the website.

3. MATTERS ARISING

- SD informed committee basic package is free with emails to 1000. So – is suitable for us to use as AGM or newsletter template.
- Kazim to send SP a list of issues with new Diabetic Screening service – Kazim said he would get this to SP by 12th March. SD also to let him know of issues being experienced. Confidentiality was discussed and assurance can be given to contractors who give feedback. Note: it is commissioned by NHSE not the ICS.

Covered in the Actions List attached

4. CHAIR’S REPORT

SP discussed the ‘eyespy’ paediatric workstream. To recap HP was involved in the first group (red eye and swollen disc) and SP is now involved in the 2nd group which will continue brainstorming and collating ideas to feedback and create pathways. There were 3 groups (as well as above amblyopia and Low Vision/Children’s Learning Disabilities) HP does have a meeting on 8/3/23. Further meetings will be in 3/12 time.

SP has had a Q3 Contract Review Meeting with Secretary and Chair of Birmingham LOC together with the CCG and PES representatives Wasim Sarwar and Helen Haywood. The ICS is happy with CUES and a conversation is taking place to re-align Birmingham and Solihull fees. Some KPIs need to be re-negotiated i.e 24 hour timeframe. The next meeting will hopefully be face to face. Feedback about payments was discussed – members of the committee highlighted they had received no payments since October. SP to feedback to Wasim.

ACTION: SP

SP has been in touch with two ICB contacts: Perminder Paul (PP) and Sarah Watson (SW) He had a Zoom chat with SW to talk about the new PODs committee (Pharmacists/Optometrists/Dentists) that has been set up. This is a new committee which the PCN are using to tap into for information. Sarah Watson will find out more about the new structure including PCCAG (Primary Care Clinical Advisory Group).

SW also confirmed that **Non-Medical** have been awarded the EeRS contract for the Midlands, which runs on Synopsis platform. It is being piloted and trialling in Cambridge and Peterborough. SW is the project lead for EeRS so our principal contact. She'll be looking into the system and any learnings from the pilot.

SW reported New Medica are new to the area. She is using NHS England to send out any future comms to optometry i.e. wet AMD changes and patient choice/waiting lists, etc. She also reported NHSE has another restructure coming so there may be some changes. ICB getting bigger and BSOL ICB will re-align with NHSE. SP also reported there is a NEW provider **ACES** which is **being** commissioned. They have started to communicate out to optometry but nothing is signed or official yet, so please wait until you hear from NHSE officially.

SP will attend an ICB networking event in April which is to be held in Birmingham.

ACTION: SP

5. **TREASURER'S REPORT**

CK reported a balance of £55,149. CK attended a LOCSU meeting for Treasurers on 8th February which related to PAYE. Following the meeting a survey went out to LOCs to gauge an interest to find out if LOCs want them to host a PAYE service. Our LOC voted in favour of this service. CK will keep us informed of the details, so if we are happy to hold our expenses until the new PAYE is in place. Voted unanimously.

Cass reported that PCSE have indicated there has been a change in how we are going to receive our funding. The way the LOC levy is attributed changed from 26 January 2023. It is now attributed to the location of the provider carrying out the sight test, mandatory or domiciliary, based on the ODS code they use to submit GOS claims. The LOC their address comes under will receive the levy payments. Previously it was the location of the patient that determined which LOC received the payment, regardless of where the provider was located. Levies generated by domiciliary providers will be particularly affected, with significant redistribution of monthly payments.

6. **ROC Actions** – Nothing to report

7. **PES UPDATE**

CRM held recently.

8. **LOC NEEDS ANALYSIS**

The locality leads/buddies need to mimic the PCNs. Simone to look at this at the next face-to-face meeting. To recap - Locality Leads do not necessarily have to be LOC members and it is key to starting engaging with the allied health professionals.

Simone to look into the storage side of things for LOC documents (google drive, dropbox,

etc) We need to consider does everyone need to edit, delete, etc. Recent examples of documents we hold would be MOU, Constitutions, PAYE details, etc.

ACTION:SM

9. PCN Update

Ongoing – CK and SP

10. Regional Forum Update

SP circulated the minutes from the December meeting on WhatsApp. The next meeting has been postponed from 7th March to 21st March. Due to Nizz's suggestion of rotating attendees from the LOC in order to gain experience and see what is discussed at Regional level. Salma volunteered to attend the next meeting along with SP (virtual meeting). SP to forward SA details on how to join the meeting.

Dan had attended a meeting specifically regarding the MOU for the roll – out of EeRS. LOCSU's lead Mohammed Bhuta has done a lot of background work to look at the wording of the MOU and Ian Hadfield from Bham LOC with Solihull's agreement was to sort it and sign it on behalf of both LOCs. SD has the copy of the documents. £116,000 across the two regions which will be on a pro-rata basis.

ACTION: SP

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

SP spoke to the ICS Commissioners on this topic. SW welcomes feedback. SP/DS to email HH to arrange a meeting.

c.f. ACTION: DS

12. REGIONAL CPD MEETING UPDATE

Nothing to report

13. DIABETIC SCREENING

Issues are ongoing (**see Action Point**).

ACTION: SD/KH

14. LOC WEBSITE & COMMUNICATIONS

Nothing to report

KH missed the meeting when we decided what each member's email address was going to be. Discussed and agreed that KH would be diabeticlead@solihull-loc.uk

AOB

SVM emailed twice Osman Siddiq who has failed to attend 3 consecutive meetings with no apologies. No reply was received from either correspondence. SD to remove from the LOC mail list and WhatsApp group but keep on wider distribution list. We welcome OS back to observe and to our AGMs at any point in the future.

ACTION: SD

SD raised the point of logging into the members area of a LOC website, but after discussion it is better to have minutes open on the site for transparency.

It was confirmed after a discussion re WOPEC codes that there is no need for OSCEs now for CUES as it is a Core Competency. Only for GRR.

SD reported she gets about 1 request a month for a WOPEC code.

Simone discussed a WOPEC/LOCSU Peer review that took place in December & February

which discussed 3 peer review case studies. She suggested it for the LOC and to offer out to our contractors & performers. To have a chat on WhatsApp or next meeting

ACTION: ALL

15. DATE OF NEXT MEETINGS

The next meeting is to be held in person at Crown Plaza on Monday 3rd April.

Due to the King's Coronation and the 8th May being a Bank Holiday – we have agreed to hold the meeting on Tuesday 9th May.

- 3rd April – Crowne Plaza
- 9th May – Virtual
- 5th June – Virtual
- 3rd July – Crowne Plaza
- 4th September – Virtual
- 20th September – AGM – Crowne Plaza
- 2nd October – Crowne Plaza
- 6th November – Virtual
- 4th December – Virtual

The meeting closed at 8pm. Length of meeting 1.5 hours

ACTIONS			
No	Item	Lead	Status
06/02/2023			
01	Photo/Bio for website c.f.	SP	In Progress
02	Setting up emails – ask RA if assistance required – by next meeting please	ALL who haven't	In progress
03	NOC reports to be added to What's App Group - SP	SP	In progress
04	Kazim to send SP a list of issues with new Diabetic Screening service – Kazim said he would get this to SP prior to the next meeting. SD also to let him know of issues being experienced.	SP/KH/SD	In progress
05	HP one page for review and comments – ECLO form ready to send to RA (website)/SOS and other communication channels	HP	In progress
06	CK/SD to progress paperwork required for SA to be added as a bank signatory. (Take copy of last minutes and constitution)	CK/SD	Face to Face Meeting April 3 rd
07	To send SA details and link to Forum on 21/3/23	SP	In progress
08	SM to look at Mimicking the buddy to PCN locations	SM	Next F2F (April)

09	SP to feedback re payments from PES to Wasim	SP	In progress
10	DS to email Andrew Jackman (HH) for meeting	DS	In progress
11	SD to remove Osman Siddiq from the WhatsApp group and committee distribution list. All committee members to delete OS if they have a LOC group list in their emails.	SD/ALL	In progress
12	OS to be removed from committee list on the website	SM/RA	In progress
13	Simone to look into the storage side of things for LOC documents	SM	In progress
14	Simone to email Rachel to set up email address for KH	SM	In progress
15	Discuss peer review case studies on WhatsApp	SM	In progress
16	SP to attend ICB event in Birmingham in April	SP	In progress