

# NORFOLK & WAVENEY LOCAL OPTICAL COMMITTEE

## ANNUAL GENERAL MEETING 22 JUNE 2016

### MINUTES

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The Annual General Meeting of the 22T Norfolk & Waveney Local Optical Committee was held in The Auditorium, The Forum, Norwich and was called to order at 19:30 on 22 June 2016 by Mrs. Deborah Daplyn. (Chair)

#### PRESENT:

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John Adams, Ed Adkins, Robert Amey, Elizabeth Bunn, Michelle Cade, Ruth Coddling, Deborah Daplyn, Charlotte Furlong, Michael Hope, Michelle Horn, Brona Jarvis, Roger Lee, Julien Nelson, Niall O'Brien, Paul Reeves, Delia Riddle Smith, Dan Rosser, Markus Schadt, James Schaitel, Ken Seaman, Lydia Skinner, Sarah Small, Linda, Vernon-Wood & Peter Hutchinson (Administrator)

#### APOLOGIES FOR ABSENCE:

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Ian Sinha and associates from Specsavers Norwich.

#### DECLARATIONS OF INTEREST:

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None

#### BUSINESS

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1. Mrs. Deborah Daplyn welcomed those present, making special reference to Mr. Martin Russ of LOCSU.
2. **Apologies** – see above
3. **The Minutes** from the meeting held on 23<sup>rd</sup> June 2015 were approved and signed.
4. **Chair's Report 2016** –  
Another year has flown by with some progress on the Community Services. Yarmouth & Waveney CCG commissioned both the glaucoma services to start in November 2015. However delays in the Paget getting sufficiently organised has meant that the Suspect Glaucoma and OHT monitoring service did not begin having patients discharged into it until April 2016. Happily both services are now up and running and we would welcome any practices who wish to participate to contact the LOC. The 3 services running in the central Norfolk area: Glaucoma Repeat Readings, Suspect Glaucoma and Cataract Post op Assessment have continued without any problems and seem to be very successful. From 1st April 2015 to 31st March 2016, the Repeat Readings Service has seen 630 patient episodes, with a referral deflection rate of 74%: The Suspect Glaucoma and OHT Service has screened 560 patients with less than 7% being returned to secondary care; and 398 patients have received their post cataract assessments in the community, with less than 5% needing to be sent back to the hospital. We still have practices coming forward to get involved, so don't be shy if you would like to join in. These services are all due to come to the end of their current contracts in September and PENW are already taking steps to talk to the CCGs about re-commissioning them. West Norfolk CCG are still not responding to any approaches from us for engagement of any sort but we will continue to send them information and meeting invites, in the hope of making a break through at some point. Nationally, there is a huge push to get Community Optometry involved in providing Minor Eye Condition Services (MECS), to try to ease the pressure on overworked hospital departments and GPs. We have yet to approach our local commissioners with an offer but you will be aware that we have begun providing the distance learning codes for the WOPEC training to interested practitioners, over 40 so far. We hope that if we have a trained work force, ready to go, that this will encourage the Commissioners that we are serious in our offers. If you would like a code to get your training under way, please contact [optometry-courses@nuh.nhs.uk](mailto:optometry-courses@nuh.nhs.uk). We will be looking to

see if the LOC can organise the practical sessions locally. The cost for roughly 15 participants is likely to be £135 per person, but will reduce if we can get more people through. The LOC feel that we cannot afford to fund this in full for you but propose to pay a proportion of the cost, say £50, for anyone completing the accreditation process within a preset timescale, to be announced. This still represents fantastic value for money for 7 CET points. For the contractors in the audience, evidence from other parts of the country, is that an average practice could expect in excess of £5000 of fees per annum, once the service is fully up and running. In a worst case scenario, there is no reason why practices should not go ahead and provide a version of the service to their patients privately. Hopefully training and accreditation will give you the confidence to set up your own service and charge “realistic” fees. I know that some of you are doing this already but, I am told, some are not. For those that aren't, please do remember that the majority of this work does not fall under the GOS, there is very clear guidance on this now and the fraud teams are becoming increasingly more active. Progress on the proposed Paediatric service with the NNUH is progressing achingly slowly but is still underway. We will let you know when we have something concrete to report. A decision on direct. Mrs. Daplyn went on to say how fast changes are coming in negotiations for MECs and the need for all optometrists to be prepared for the delivery of this service by undertaking the WOPEC training package. It will be easier to sell a MECs service to the CCGs if there is already a cohort of practitioners already trained. 50 codes for the theory training have been issued. The practical module will be arranged as soon as there are sufficient optometrists who have passed the theory element but the £135 per individual cost of this is too great for the LOC to meet entirely; however there will be a £50 contribution for each applicant. All Norfolk practitioners are encouraged to get involved as part of the LOCSU strategy for 2016. It is estimated the “average practice” is likely to benefit by £5000 per annum from MECS fees.

#### **5. Norfolk & Waveney LOC- Secretary's Report 2016**

I don't have much to add other than what Deb has covered in her Chair's report. Last year, our long serving administrator and fountain of knowledge regarding all things NHS (warts & all) – Brian Ansell finally decided to take a well, deserved retirement. Thankfully, we had a readymade replacement in the form of former LOC Chairman - Peter Hutchinson, who has stepped up. As well as organisational skills, Peter is also able to help out with the IT side, which means the LOC website is been kept more up to date. I echo Deb's comments inviting all performers to get accredited and involved in the enhanced services schemes. The more of us that get involved, the stronger our position within the local NHS structure will be and the more patients will be able to benefit from the geographic availability of these services. The training and accreditation involved isn't particularly onerous and is a generous source of CET points. The LOC continues to have close links with the Local Optical Association, which have organised a good variety of events ranging from lectures to peer-discussions. I would ask that if any performers and contractors have any colleagues that aren't on our radar, that they encourage them to register with the LOC website and get involved with the local events – again, the more the merrier! Likewise, please could everyone let me know of any changes in work status and email contact details, so I can keep the mailing lists as up to date as possible.

#### **6. Norfolk & Waveney LOC- Treasurer's Report 2016**

The accounts shown an increased income compared to the previous year, with expenses remaining very similar to previous, meaning that as planned the bank balance has increased allowing an increase in funds held as contingency. The current levy received by the LOC is 0.6%.

I would like to propose a motion that as in previous years the LOC have the leeway to alter the levy between 0.4% and 0.9% allowing the flexibility to respond to local developments.

LOCSU, who continue their supportive role assisting with commissioning matters and negotiations with the CCGs have requested that the levy paid to them is increased from 0.4% to 0.5%. This is to support the work they are now doing in areas such as MECS.

A motion is proposed to allow this.

This year once again they sponsored a LOC member to attend the National Optometric Conference.

Those contractors who continue to support the voluntary Central (LOC) Fund do so at the levy rate of 0.25%. Their new website is now live with lots of information about their work.

Levy deductions and payments are now dealt with by Capita who took over the contract from SERCO earlier this year.

Scrutineered Accounts 2015 Proposer– Roger Lee. Seconder – Ed Adkins.

Accounts accepted nem con.

### **Norfolk & Waveney LOC Accounts 2015-16**

#### **INCOME**

|   |          |                  |
|---|----------|------------------|
| Statutory Levy                              | £        | 55,091.23        |
| <u>Money from CCG's for scheme sessions</u> | £        | 2,545.04         |
| <b>Total Income</b>                         | <b>£</b> | <b>57,636.27</b> |

|                              |   |           |
|------------------------------|---|-----------|
| Paid to Central Support Unit | £ | 19,775.20 |
|------------------------------|---|-----------|

|                        |   |          |
|------------------------|---|----------|
| Paid as Voluntary Levy | £ | 5,653.22 |
|------------------------|---|----------|

#### **Expenditure**

|           |   |          |
|-----------|---|----------|
| Honoraria | £ | 4,070.00 |
|-----------|---|----------|

|                           |   |          |
|---------------------------|---|----------|
| <u>Administrator Fees</u> | £ | 3,951.50 |
|---------------------------|---|----------|

|                      |   |        |
|----------------------|---|--------|
| Administrator Travel | £ | 420.57 |
|----------------------|---|--------|

|              |   |          |
|--------------|---|----------|
| Members Fees | £ | 7,663.25 |
|--------------|---|----------|

|                |   |          |
|----------------|---|----------|
| Members Travel | £ | 2,055.44 |
|----------------|---|----------|

|               |   |        |
|---------------|---|--------|
| Meeting Rooms | £ | 522.00 |
|---------------|---|--------|

|         |   |        |
|---------|---|--------|
| Website | £ | 600.00 |
|---------|---|--------|

|              |   |        |
|--------------|---|--------|
| Office Costs | £ | 734.67 |
|--------------|---|--------|

|                |   |          |
|----------------|---|----------|
| Training & NOC | £ | 2,012.00 |
|----------------|---|----------|

|            |   |          |
|------------|---|----------|
| AGM & Misc | £ | 2,339.47 |
|------------|---|----------|

|      |   |          |
|------|---|----------|
| PEWN | £ | 2,174.90 |
|------|---|----------|

|                  |          |                  |
|------------------|----------|------------------|
| <b>Total Exp</b> | <b>£</b> | <b>51,972.22</b> |
|------------------|----------|------------------|

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|--|----------|-----------------|
| <u><b>Balance Brought Forward 1/4/15</b></u> | <b>£</b> | <b>8,350.76</b> |
|--|----------|-----------------|

|               |          |                  |
|---------------|----------|------------------|
| <b>Income</b> | <b>£</b> | <b>57,636.27</b> |
|---------------|----------|------------------|

|                    |          |                  |
|--------------------|----------|------------------|
| <b>Expenditure</b> | <b>£</b> | <b>51,972.22</b> |
|--------------------|----------|------------------|

|                           |          |                  |
|---------------------------|----------|------------------|
| <b>Balance as 31/3/16</b> | <b>£</b> | <b>14,014.81</b> |
|---------------------------|----------|------------------|

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| Creditors (amounts falling due after more than one year) | Loan to LOC Co | £ | 4,000.00 |
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Treasurer

Scrutineer

Scrutineer

**7. Motion to give the Hon, Treasurer the authority to vary the Statutory Levy between 0.4% and 0.9% as required to achieve a satisfactory balance by the end of the financial year.**

Proposer: John Adams    Seconder : Elizabeth Bunn. Motion passed Nem Con

**8. Motion to amend the LOCSU Levy from 0.4% to 0.5%**

Proposer: Dan Rosser    Seconder: Roger Lee. Motion passed Nem Con

**9. Martin Russ LOSU Representative**

Spoke about the LOCSU breakthrough strategy which has identified CCGs nationally in need of help from Community Services. LOCSU have 5yr strategy with demanding targets to set up eye care schemes and it his job to assist N&WLOC in any way he can to establish services like MECs locally. He went on to say that the foreseeable future optometry is going to change with the introduction of the deregulated sight test, automation, and even on-line sight tests and dispensing. It is imperative that optometrist prepare for these changes by enhancing their core skills in readiness for embracing Community Services of all types. By making these moves we will change the public perception of Optometry practices to somewhere to go for eye health examinations and treatment as well as a place to buy spectacles and contact lenses. To fund the increased activity LOCSU is proposing to return the levy to the earlier level of 0.5% and ask for the support of N&WLOC members.

Mrs. Daplyn said she was happy to take questions later and she closed the meeting at 19:42 hrs.

Signed..... Date.....