

NORFOLK & WAVENEY LOCAL OPTICAL COMMITTEE

ANNUAL GENERAL MEETING 28 JUNE 2017

MINUTES

The Annual General Meeting of the Norfolk & Waveney Local Optical Committee was held at The Brook Hotel, 2 Barnard Rd, Norwich NR5 9JB and was called to order at 19:30 on 28 June 2017 by Mrs. Deborah Daplyn. (Chair)

PRESENT:

John Adams, Ed Adkins, John Barber, Elizabeth Bunn, Michelle Cade, Ruth Codling, Martin Christopher, Clare Darly, Deborah Daplyn, Kate Fenn, Katy Griffin, Deborah Hargrave, Hellen Hillis, Michelle Hope, Brona Jarvis, Helen Lindsay, Karmel Madden, Ian Murdoch, Paul Reeves, Martin Rivett, Martin Russ, Ken Seaman, Ian Sinha, Lidia Skinner, Sarah Small, Mellisa Smith, Linda Vernon-Wood & Peter Hutchinson (Administrator)

APOLOGIES FOR ABESENCE:

Roger Lee, Julien Nelson, Dan Rosser, Tim Burgis

DECLARATIONS OF INTEREST:

None

BUSINESS

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 22nd June 2016 were approved and signed.

4. **Chairs Report 2017**

Thank you for attending the AGM this year. Please let me update you on the work of the committee over the past 12 months.

We have a new commissioning lead appointed in the early spring who is representing the central three CCGs. She is proving to be a very energetic and interested supporter of what optometry has to offer and is helping to push things along. There is also a move in NHS land for services to be provided over a larger footprint, which we hope means that future services can be adopted across the whole county, which I know would make life so much easier for you in practice. In addition, we have a new commissioner in West Norfolk who is talking to us, the area remains somewhat behind the rest of us as far as implementation but at least some light at the end of the tunnel.

We have been told that there is a 99.9% chance of a MECS service being commissioned in the area. The service will need to go to tender due to it's size and PENW will be there fighting

for the chance to provide the service. As you know, PENW are the only “not for profit” contender and as such will provide the highest income for practices taking part. Should an outside bidder win, practices will need to consider carefully the fee structure on offer. Congratulations to all those who passed their MECS accreditations in April and please be advised that we will be running a further accreditation course in the autumn if possible. Thank you to all who responded to my recent request for information as to how many people we had qualified to provide the service and the geographic spread, all very useful information for our bid.

The glaucoma services have been re-commissioned in the Y&W area but we have made no progress on the cataract post op service. The first patients seen within the Suspect Glaucoma and OHT monitoring service in the central area are now having their 5th, and last, community appointment. I am working with NNUH to agree the best way for these patients to be referred back to secondary care and will let you know as soon as we have the paperwork in place. In the meantime continue as now.

The Paediatric service has met the immovable force of NHS bureaucracy, which can be a little Kafkaesque in its workings, however plan H is in play and we hope to have news soon.

Similarly, direct referral has proved to be incredibly difficult to achieve. All sides agree that it would be a great idea and in the best interests of the patient but as always the devil is in the detail which often does not make an appearance until the 11th hour. The current plan is that this can be addressed as part of the commissioning of the MECS service and progress continues albeit at a glacial pace.

I, along with other members of the committee are happy to answer questions this evening and I am always keen to hear from any of you by email or telephone if questions arise in the future, assuming of course, that I am still Chair following this evenings elections!

It just remains for me to thank the committee for all their hard work over the past year. Please remember that they do give up their valuable time and expertise to try to make the lot of optometry a better one in Norfolk & Waveney.

Deborah Daplyn
Chair Norfolk & Waveney LOC.

Mrs. Daplyn added that there have been a number of changes since her report was published on the website. The five CCGs are now being asked to work together under the title of Sustainability & Transformation Partnership (STP). The LOC has made contact for the first time with a new commissioning lead in West Norfolk which will hopefully lead to greater involvement in the existing community schemes for practices in that part of the county. The MECS scheme that had been promised has run into some unexpected opposition and now to be replaced with a pilot scheme details of which will be confirmed at a meeting with the STP. Another MECS accreditation evening for twenty practitioners is being arranged with WOPEC on a date yet to be confirmed. The two Glaucoma schemes have been recommissioned in Yarmouth & Waveney but the Post cataract scheme ran into unsurmountable difficulties and has been abandoned for the foreseeable future. The Paediatric Service being considered has encountered some bureaucratic difficulties due its size; it's too large to be commissioned by the CCGs and has to be commissioned by NHS England but they consider it to be too small for their attention. NNUH has been asked to take over the commissioning role but no decision has been taken so far. Direct Referral has also hit problems in as much as all the agencies involved agree it to be desirable but no-one has been able to work out a way of making work. Mrs. Daplyn went on to thank all members of the Committee for their hard work over the past year.

5. Hon Secretaries Report 2017

This has been a year that has seen some successes along with the usual frustrations. Norfolk & Norwich Paediatric Ophthalmology service has been creaking at the seams for a while now and an enhanced pathway to provide cycloplegic refraction and spectacles without the usual delay has been developed. However, it would seem that the CCGs are unable to commission the service due to the size of the Norfolk & Norwich Trust, whereas, the scheme would be too small to be of interest to NHS England. Stalemate, but hopefully there may be another way – watch this space!

On the positive side, it looks like the MECS scheme is nearing fruition and for the 1st time ever, we are able to deal with all 5 CCGs in our area.

I'd like to take this opportunity to reiterate the importance of keeping me up to date with any change in contact details, along with any new faces in the area, so I can ensure that everyone is kept up to date with developments.

6. Hon Treasurers Report 2017

This was the first financial year in which payments have been processed by Capita, many practices and LOC's have experienced problems with payments which led to LOCSU placing a member of staff within the organisation to help resolve the many issues. The LOC has received regular payments from NHS England but have not been able to get accurate reports (any reports) meaning estimate payments have been passed onto LOCSU.

The accounts shown a steady income in line with the previous year, as expenses are partially estimated due to problems with Capita, the bank balance shows an increase but some of this will be passed to LOCSU when we obtain an accurate breakdown however we do hold increased contingency funds. The current levy received by the LOC is 0.6%.

I would like to propose a motion as in previous years to allow the LOC the flexibility to respond to local developments by giving the Hon. Treasurer the authority to alter the levy between 0.4% and 0.9%.

LOCSU continue their supportive role assisting with commissioning matters and negotiations with the CCGs continue to receive a levy of 0.5%. This is to support the work they are now doing in areas such as MECS.

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%.

Linda Vernon-Wood

Treasurer, Norfolk & Waveney Local Optical Committee

Norfolk & Waveney LOC Financial Report 2016-2017			
Income		Expenditure	
Statutory Levy	£55,683.53	Honoraria	£ 4,111.20
PENW Loan Repayment	£ 1,000.00	Admin fees	£ 3,163.50
Total Income	£56,683.53	Admin travel	£ 232.57
		Members fees	£ 6,063.00
		Members travel	£ 1,565.88
		Meeting Rooms	£ 565.60
		Website	£ 600.00
		Office costs	£ 295.36
		Training & NOC	£ 2,002.00
		AGM & Misc	£ 597.27
		Central Fund	£ 5,595.89
		Payment to LOCSU	£24,905.00
		PENW	£ 475.75
		Total Expenditure	£50,173.02
Summary			
Balance brought forward 31/3/16	£14,014.81		
Income	£56,683.53		
Expenditure	£50,173.02		
Balance as 5/4/17	£20,525.32		
Loan to PENW LOC co	£ 3,000.00		
Treasurer			
Scrutineer			
Scrutineer			

Accounts for 2016-17 accepted nem con.

Accounts Scrutineers appointed for 2017-18: Michelle Cade & Hellen Hillis

7. Adoption of 2017 Constitution.

Mrs Daplyn explained that LOCSU had prepared a new model constitution to address changes mainly around the committee election process and to the commissioning of Community Services. She explained that there will be annual elections designed to ensure succession within the Committee. One third of the Committee members will be required to resign each year and an election held to fill those vacancies. This year, to prepare for that process, half of the committee has agreed to stand down.

The Constitution had been previously adopted by the Committee.

8. Committee Election

The Returning Officer, Mr. Peter Hutchinson announced that there were seven vacancies for the Committee and he had received six nominations, all of which were from the retiring committee members standing for re-election. All the nominees were duly elected unopposed:

Local Contractor Nominations	Local Performer Nominations
T. Burgis	E. Adkin
K. Fenn	D. Daplyn
R. Lee	L. Vernon-Wood

The remaining vacancy remains open for co-option; Mrs. Daplyn asked for volunteers – none was forthcoming.

9. 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.

Motion: Proposed by Mr. Ian Sinha Seconded by Mrs. Elizabeth Bunn - passed Nem Con

10. Martin Russ LOCSU Area Commissioning Lead

Mr. Russ reported that he has been assisting Mrs. Daplyn in local negotiations with the new Commissioner for North Norfolk, Mrs. Ann Touray who coordinates ophthalmology negotiations for all five CCGs that are due to form the STP. Mrs. Touray is very keen to progress Community Services, particularly MECS and it is likely Norfolk will be the first STP nationally to commission a service. It has been said that the pilot MECS service will have to go out to “Procurement”, a very lengthy and complex process which it is hoped will be avoided. LOCSU had stated in its 2016 policy document it wanted 60% of CCGs involved in a MECS Service by the end of 2016 but it had fallen just short of that target with 53% committed. That total has risen to 62% after just two months of the current year and LOCSU is anticipating 80% of CCGs involved by the end of 2017-18.

Mrs. Daplyn said she was happy to take questions later and she closed the meeting at 19:47 hrs.

Signed..... Date.....2018