

## AVON LOC MEETING MINUTES

Monday 25<sup>th</sup> March 2024

1830 hrs- 2100 hrs

The Venue for the next LOC meeting will be as follows and include a sandwich buffet dinner:

*Bocabar, Finzels Reach, Bristol.*

### Attendees

Mark Humphrey-Ali, Andrew Edwards, Andrew Pinn, Amy Hughes, Carolyn Hudd, Mona Thacker, John Hopcroft

### Apologies

Lynne Fernandes, Amar Shah, Alvaro Borges

### Action Log review:

LOC Member	Action	Outcome
<b>Actions as of 05/02/24</b>		
<b>Amar Shah</b>	<b>Investigate venues for the AGM taking place on Monday 13<sup>th</sup> May 2024 (including Science Park Emersons Green, Engineer's House and BAWA). Mona and Lynne to find sponsors.</b>	<b>Complete – Venue to be Engineers House. Sponsors confirmed</b>
<b>John</b>	<b>Find out more information on frequency and location of BNSSG People Program Board meetings. Mona to attend if this is convenient.</b>	<b>Complete</b>
<b>John</b>	<b>Referral Copy Letter – Seek further guidance from FODO</b>	
<b>Alvaro</b>	<b>Referral Copy Letter – Seek further guidance from LOCSU</b>	
<b>Carolyn</b>	<b>To arrange talk from Health &amp; Wellbeing Provider at next LOC meeting</b>	<b>Presenter unavailable. Continued</b>
<b>John</b>	<b>Strategic Pillars – John to circulate amended flow chart</b>	<b>Complete</b>

### Agenda

Item	Topic	Notes	Decision ?
	<b>Welcome</b>		No
	<b>Apologies, Minutes, Declarations -</b>	Minutes were approved from February Meeting – There were no new declarations of interest	No
	<b>Review of actions log</b>	Latest update on actions above	Yes

	<b>BEH Update</b>	<p>The service is still as previously described but the neuro parts have been dropped for this phase of the pilot. The funding for the extra work requested could not yet be agreed upon.</p> <p>The ICB/BEH are currently trying to work out how to carry forward the pot of money NHSE gave the ICB for optometry that falls into last year's figures. The ICB are using PSR to award the contract with PES the preferred provider. This is a phase of notifications and takes approximately 6-8 weeks to complete and so the likely launch date will be May/June.</p> <p>Following the award of the contract, comms will be sent out to community.</p> <p>Mark reiterated that there were problems with the quality of images from his OCT system which he was concerned may affect acceptance. This was clarified as acceptable if the images can be used to make a clinical decision from rather than an arbitrary image quality number. It was advised that all interested providers to get on-boarded as soon as possible so PES can provide support when relevant.</p>	No
	<b>BSW/CUES</b>	The tender process is currently underway from BSW ICB. For now the existing CUES provision is to continue and an update will be provided when this becomes available.	
	<b>AGM</b>	<p>It was agreed the AGM will be held on Monday 13<sup>th</sup> May 2024 at 630pm. Engineer's House, Bristol will be the location and Adam Ross will be attending to lead a 2 point CPD event on retinal disease and imaging.</p> <p>Sponsors have been secured</p>	YES
	<b>TREASURERS REPORT</b>	<p>Andrew Circulated the treasurers report for inspection. Expenditure has stabilised. Advised that the LOC could remain on the current levy as it is now beginning to rebuild a reserve.</p> <p>LOCSU levy to be discussed at next LOC meeting.</p>	
<b>ACTION: DISCUSS LOCSU LEVY AT THE NEXT LOC MEETING</b>			
	<b>STRATEGY PLANNING</b>	<p>A revised flowchart was circulated and discussed. The following suggestions were made: Amend 'Good Governance' with 'Strong Governance', amend 'Honesty' with 'Accountability'. Include 'Clinically Centred'.</p> <p>Prior to the meeting, the committee were asked to devise their list of 3 top priorities for strategic planning. Three responses were noted as follows:</p>	

		<p>Amy:</p> <ol style="list-style-type: none"> <li>1. Better policy/system on updating website etc</li> <li>2. Open communication and engagement to encourage new members</li> <li>3. Support and hold to account, BNSSG ICB on the commitments made in the 5 year plan</li> </ol> <p>Mark:</p> <ol style="list-style-type: none"> <li>1. Attracting new members – make it rewarding.</li> <li>2. Committee rejuvenation – All members active and developed</li> <li>3. Drive forward best interest of the community with ICB/BEH etc.</li> </ol> <p>John:</p> <ol style="list-style-type: none"> <li>1. Strongly focus on services</li> <li>2. Committee Governance &amp; Development (Risk registers/succession )</li> <li>3. Engagement &amp; Membership</li> </ol>	
	<p><b>AOB</b></p>	<p>Amy – Somerset Surgical Services, Weston super Mare, are in the process of signing up to Opera to do post-ops cataract assessments in the community. This is the last of all the ISP's to get on board in the area. BEH will be the only one then not using Opera.</p> <p>This could enable a conversation with ICB to use Opera across the board.</p> <p>John – Met with Jenny Bowker. The ICB have gone through a restructure which has resulted in many posts having to take on the responsibility of multiple areas. Jenny will now be looking after primary care but also primary and secondary care children services. This may present a problem with Capacity as Time and resources will be much more limited.</p> <p>Dave Jarrat has expanded across four areas too.</p> <p>LOCMoel Constitution - Avon LOC have requested a delay to this work from LOCSU so that we have time to review and understand the proposed changes. Mark volunteered to lead this piece of work for the committee.</p>	

		Deadline was tight to respond. Feedback was given to LOCSU that more time is required.	
<b>ACTION: Mark will attend a listening forum to report back to the committee.</b>			

**Date of Next Meeting**

Monday 3rd June 2024, 630pm