

NOTTINGHAMSHIRE LOCAL OPTICAL COMMITTEE

Chair: Roma Malik

AGM

Minutes of the virtual meeting via Zoom held on Tuesday 9th May 2023

Present:

Roma Malik
Indervir Atwal
Tony Harvey
Priya Chopra
David Cartwright
Sameen Qayyum
Ravi Chawda
Mo Aslam

**Chair
Treasurer**

In Attendance:

Sam Stretton
Nizz Sabir
Sunny Boyal
John Yeomans
Steve Hunkin

**Administrator
LOCSU Optical Lead**

Apologies for Absence

David Bennett and Janet Archer.

Roma Malik welcomed everyone to the AGM.

1. Minutes of previous AGM – 10th May 2022

No matters arising.

2. Chair Report 2022 – 2023

This year's Chair report highlights the progress made over the past year and outlines the LOCs plans for the future.

Firstly Roma Malik's report recognised the efforts of our colleagues at the LOC, our colleagues in the local optical community as well as the NHS and other stakeholders. The work involved in our field is considerable, and the contribution of every member of these organisations is invaluable and highly appreciated. I would like to express my gratitude to Sam Stretton and David Cartwright for their continued support and guidance throughout my first year as Chair. They possess extensive optical knowledge and experience, and have been available to provide guidance at all hours of the day. Additionally, I would like to thank Indy Atwal for his exceptional work as treasurer and for providing valuable support.

Roma highlighted that over the past year, the LOC had achieved several significant goals.

Continuing Education: The LOC have successfully held two CPD events: PACG Guidelines for Referrals and OCT in Glaucoma & Macular. We have had speakers from Nottingham University Hospital, Sherwood Hospital, and our local community providers. The events have been well attended, and we have received positive feedback from our members. Two more events scheduled, including one on paediatric management and a wellbeing event.

Improved Communication: The LOC have improved their communication with members by updating the website and creating a social media presence on both LinkedIn and WhatsApp which is managed by Sameen Qayyum and Indy Atwal. The LOC continues to circulate information and updates via email.

Advocacy: The committee have worked hard to advocate for optical professionals in our community by meeting with local commissioners and healthcare providers as well as LOCSU, and our community providers to better understand the clinical scope of care that is being delivered and identify key opportunities for the future.

Member engagement: A needs analysis was conducted with the help of our LOCSU lead Nizz Sabir. The process involved evaluating the current state of the LOC and identifying areas where improvement is needed. The Needs Analysis highlighted that as an LOC, LOCSU found us to be doing really well and "ticking the boxes amazingly." Following this exercise all committee members now have designated roles to ensure we have a wider impact as a committee.

Sustainability: Optical practices, like many other industries, have a significant impact on the environment. From the materials used in eyewear and contact lenses to the energy consumed by practices, there is a need for the profession to become more sustainable. We have created a new role: Sustainability Champion (Tony Harvey) to promote sustainability and best practice. Tony provides regular updates to our members to help raise awareness of these issues and promote sustainable practices within the committee and its member practices.

Looking ahead, the committee have identified several key priorities for the coming Year.

Engagement: Continue improving our communication with community optometry in our area and to increase member engagement through regular meetings, events, email, website and social media platforms.

Advocacy and partnerships: A key objective of the LOC is to raise the profile of optical practices in the Nottinghamshire eye health system. We will continue to advocate for optometrists and dispensing opticians in our community and work towards improving access to eye care for all. To do this we will continue to engage with the Ophthalmic Delivery Group, which has membership of the key players in eye health across the County. This enables us to establish partnerships with other healthcare organisations and to put the case for optical practices to take a greater role in patient care.

Education: Organise more continuing education events and explore new ways to provide education and training to our members. We are delighted to receive an additional £25K allocation for training from the Ophthalmology Delivery Group this year. ODG member, David Cartwright is currently looking at what training is required across the eye health system. This will help ensure our community optometrists are ready to meet the demands of eye care in the future and are ready to deliver. David is collaborating with individuals who represent optical practices, CCGs, and Trusts to bring together their different insights to ensure the training money is allocated optimally for workforce development. This will be good for patient safety, clinical development, and shared care working.

EeRS rollout: The LOC is looking forward to the implementation of a new referral system from practices to secondary care. This will enable many of the existing problems with referrals, such as difficulty in sending images and lack of feedback, to be improved. Three Midlands LOC areas will be first to take on the system later this year and Nottingham will follow with timescales to be confirmed. The LOC will keep practices updated on progress and give advance notice when any actions are required.

Support: The LOC will continue to support not only practices, but also practitioners so that they can deliver NHS eye care effectively in their areas.

Roma concluded her report by saying that she was proud of the progress made over the past year and is confident that the LOC will continue to make a positive impact across the eye care community. She also thanked her fellow committee members for their hard work and dedication, as well as our members for their continued support.

David Cartwright congratulated Roma on how well and hard she had worked over the past 12 months on behalf of not only the LOC, but also the Nottinghamshire Community

3. Treasurer Report, 2022-2023 Accounts & Proposed Budget 2023-2024

Firstly Indy Atwal discussed the LOCs income over 2022-2023. The Statutory levy generated £57,201.16, which is slightly lower than the previous year.

Outgoings: LOCSU was transferred £28,596.79, and expenses ran at £26,518.47. While expenses were lower than what had budgeted for, it is still higher than the previous year. Due to the lack of physical meetings, savings are still being made.

In addition, the LOC received £49,800.00 in the form of the ICS grant to be administered locally. From this grant, £12,185.50 was used to up skill twelve local optometrists, leaving a balance of £56,948.00, including the £19,333.50 surplus from last year.

The LOCs cash in hand position remains strong, holding £37,306.54 in hand, and no creditors. This does not include the £56,948.00 of the ICS grant. This means we maintain over 6 months of working capital.

Looking ahead and based on the last 12 months' levy collected, it is expected that the LOC will collect near to the region of £30,000.00 for LOC activity, giving a sum of a little over £67,000.00 as working capital.

Indy is expecting the LOC to make a loss of £9,200.00 next year with the aim of chipping away at the cash reserve to a healthy 3-6 months' worth of working capital, rather than the 1-year capital currently held. Indy plans to keep the LOC updated throughout the year on progress achieving this goal.

The budget for 2023-2024 was proposed by David Cartwright and seconded by Roma Malik. Those present then voted in favour of this.

Roma Malik thanked everyone for attending and the AGM closed.

Date and times of future meetings:

Bi-monthly meeting - Tuesday 11th July 2023 at 7.00pm
Bi-monthly meeting - Tuesday 19th September 2023 at 7.00pm
Bi-monthly meeting - Tuesday 21st November 2023 at 7.00pm
Bi-monthly meeting - Tuesday 16th January 2024 at 7.00pm
Bi-monthly meeting - Tuesday 12th March 2024 at 7.00pm
AGM - Tuesday 7th May 2024 at 7.00pm

