



# Coventry and Rugby GP Alliance AGM 2018

6<sup>th</sup> July 2018

# Agenda

6.30 Welcome

6.30 Annual Report presentation

6.40 Financial Accounts presentation

6.50 Resolutions

6.55 Date and Time of next Shareholder Meeting: 12 September 2018

7.00 Close

# Executive Summary

The Alliance has gone through a period of transition over the past 12 months to end the year in a favourable position with an exciting year ahead.

## Our Services

### Extended Hours in Coventry and Rugby

- our major contract
- likely to be extended to 2020 giving us some welcome stability.
- Progress towards Urgent care tender 2020

### The GP in ED service

- recommissioned for a further 12 months
- improved functionality to be added
  - such as writing directly in to GP records.
- New clinical design work in progress

# Executive Summary

Additionally to this we support /deliver:

- Admiral Nursing Service
- Macmillan GP and Macmillan Primary Care Nurse Facilitator
- Bowel Screening Program
  - Under role out at present
- Resilience MOU agreement with CR CCG.
  - Role out over next few months
- Clinical Pharmacists
- DESMOND diabetes education

# Noteworthy Thanks

## Committed staff

- Strong internal team
- Improved capacity

## Appointment of Mel Duffy as General Manager

- NHS Experience
- Management experience

## Non-executive Directors

- Eamonn Kelly
- Robert Smith
- Paul Elkin

Recent 'Good' CQC rating for the Extended Hours service.

I would also like to recognise the work delivered by the clinicians and clerical staff working in the various clinical services from Extended Hours to Admiral Nursing. Our services could not function without their dedication and commitment to patient care.

# Looking Ahead

It has become apparent in the last 12 months that integrated teams or 'accountable care systems' are the future structure of Primary Care.

General Practice will need a common voice and to work together. In the Alliance, we have vehicle to facilitate this

The Alliance Workstreams:

- Serving Shareholders
- Supporting Practices
- Education and Training
- Provider Services

Finally, the Alliance only exists due to its membership. We have continued to improve how we interact with practices and clinicians and hope to provide a transparent, honest level of service.

The Alliance is owned by you the stakeholders and we hope to continue to listen to your views and provide the service you request.

# Our Work Programme

In response to feedback from our member practices, We have developed our Work Programme so that our practices and partners can understand our key areas of work.

## Serving Shareholders

- GP/nurse/reception bank
- Procurement Hub
- Centralised data reporting
- Shared HR offer

## Supporting Practices

- A Practice Resilience Diagnostic
- Support for vulnerable practices
- Emergency/urgent support for practices in crisis
- Temporary staffing solutions
- Coaching and mentoring service for new GPs
- Peer support/clinical supervision
- General Practice workforce planning
- Retention package development for retiring practice staff
- Cluster Admin Support
- Supporting Cluster Development

# Education and Training

Developing a General Practice workforce for the future through innovative new roles

- Nursing Associate Training
- Clinical Pharmacists
- Physician Associates
- Post CCT Fellowships
- Occupational Therapist (Sept 2018)

Supporting our practices to deliver safe, effective care through access to high quality and best value training including

- Core training and update for Practice Nurses
- Clinical correspondence management
- Non-medical prescribing
- Advanced Clinical Practice



# Provider Services

- We provide a CQC rated “Good” Extended Hours service that offers GP and nurse appointments during evenings and weekends and is accessible to all Coventry and Rugby GP practices from 8 Extended Hours hubs.
- We provide a GP in ED service for 12 hours a day, 7 days a week, to see patients who attend A&E with conditions that can be managed by Primary Care
- We provide an Admiral Nurse service, supporting the carers of people with dementia, We work collaboratively with Dementia UK to deliver the service.
- We provide a Macmillan GP for Coventry and Rugby and a Macmillan Primary Care Nurse Facilitator for Coventry and Warwickshire, delivering specialist cancer care education to Primary Care teams to improve the quality of cancer and palliative care provided by local Primary Care.



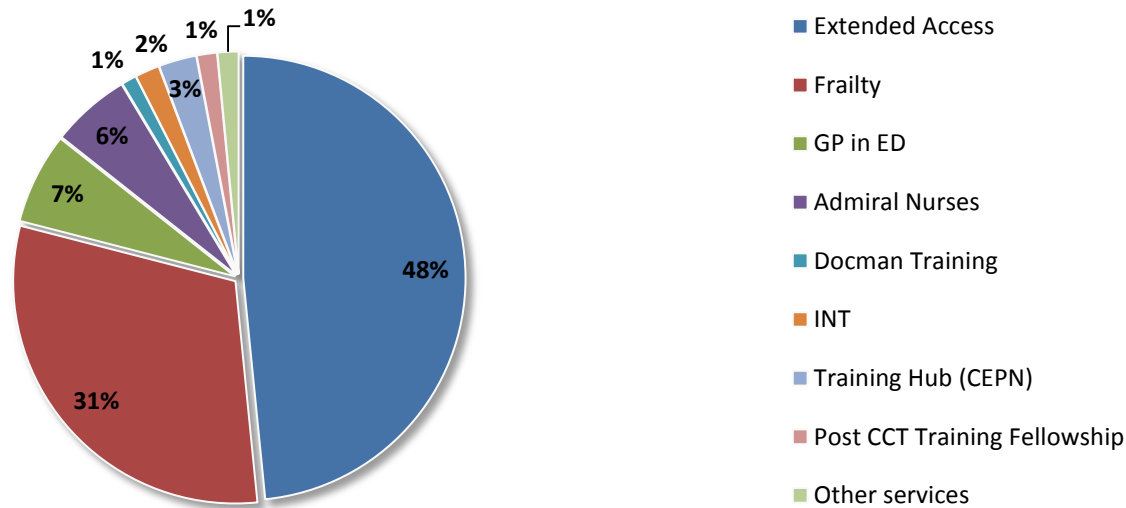
# Finance

# Our Income

The Alliance received income totaling £3.958m in 2017/18 compared to income of £4.038m in 2016/17. A breakdown of our income is shown in the table below:

Service	Source	Income 2017/18
		<b>£000s</b>
Extended Access	Coventry & Rugby CCG	1,917
Frailty	Coventry & Rugby CCG	1,211
GP in ED	UHCW NHS Trust	262
Admiral Nurses	Coventry & Rugby CCG	228
Docman Training	Coventry & Rugby CCG	43
Integrated Neighbourhood Teams	Coventry & Rugby CCG	70
Training Hub (CEPN)	Health Education England	109
Post CCT Training Fellowships	GP Practices	58
Other services	Coventry & Rugby CCG	60
<b>Total</b>		<b>3,958</b>

# Our Income



During 2017/18, the **GP Extended Access Service** was operational from 4 sites - 3 sites in Coventry & 1 in Rugby. From April 2018 onwards, the service has now been extended to 7 sites in Coventry and 1 in Rugby.

The **Frailty Service** was deemed by Coventry and Rugby CCG to work as a pilot but could not be scaled up within an acceptable financial envelope, and was decommissioned by Coventry and Rugby CCG on the 31st March 2018.

The **GP in ED Service** comprised an “in-hours” and an “out-of-hours” service, with UHCW NHS Trust funding the “In-hours” component under a discrete contract, whilst the out-of-hours component is funded by Coventry and Rugby CCG as part of the contract for the Extended Access service.

# Our Spending

The Alliance's spending amounted to £3.90m in 2017/18, compared to £3.931m in 2016/17. A breakdown of our spending is shown in the table below:

Cost Heading	Expenditure	
	2017/18	
	£000s	£000s
<b>Pay Costs</b>		
GP Locums (incl. Clinical Leads)	1,829	
Community Nursing & Social Care	294	
Therapy Services	81	
Corporate Staff – Provider services	395	
Corporate Staff - Other	473	
Directors	203	
Project Management	34	3,309
<b>Premises Costs</b>		
Electric Wharf	92	
Extended Access hubs	46	138
<b>Other Costs</b>		
IT equipment, software & support	208	
Training, conferences & publicity	102	
Legal fees	41	
Insurance	22	
Medical equipment & consumables	13	
Bad debts	13	
Accountancy & banking	9	
CQC registration	8	
Other miscellaneous costs	37	453
<b>Total</b>		<b>3,900</b>

# Annual Accounts 2017/18



The annual accounts for the financial year 2017/18 have been prepared by Prime Accountants Group, and show a reported profit before tax of £58,000 (compared to £107,000 in 2016/17) and a net profit after tax of £47,000 (compared to £86,000 in 2016/17).

At the end of 2017/18, the Alliance had retained earnings of £329,000 representing the accumulated net profits since its incorporation.

## Contingent Liabilities

As at the end of 2017/18, the Alliance is not aware of any potential liabilities that may crystalize in the 2018/19 financial year that have not had adequate funds allocated to them and therefore no provision has been made in the accounts to mitigate against such an occurrence.

# Directors' Remuneration

The remuneration paid to the members of the Board of Directors in 2017/18 is set out in the table below:

Name	Role	Remuneration	Pension	Benefits in Kind	Note
		<b>£</b>	<b>£</b>	<b>£</b>	
Dr Alastair Bryce	Executive Chair	49,516	-	-	
Dr Jerry Horn	Practice Director	30,940	-	-	
Dr H S Dosanjh	Practice Director	30,940	-	-	
Dr Nishan Wiratunga	Practice Director	30,940	-	-	
Michelle Horn	Chief Nurse	33,449	4,759	-	1
E Kelly	Non-Executive Director	8,500	-	-	
Robert Smith	Non-Executive Director	8,500	-	-	2
Paul Elkin	Non-Executive Director	5,667	-	-	3
<b>Total</b>		<b>198,452</b>	<b>4,759</b>	-	

## Notes:

- Appointed as Director on 10th November, 2017; remuneration prior to appointment amounted to £63,224
- Excludes remuneration of £ 24,825 for undertaking role of Acting Chief Executive up to 20th June 2017.
- Appointed on 1<sup>st</sup> August 2018

The Practice Directors are paid for 2 sessions per week (session equates to 3.5 hours) for 52 weeks a year at the locum rate of £85 per hour. The Executive Chair is paid for 3 sessions per week with an enhancement of 50% to the locum rate to reflect the additional legal responsibilities of the position.

# Financial Governance



During 2017/18, the Board has established three sub-committees, all of which are chaired by one of the Non-Executive Directors to oversee the governance of the Alliance's financial affairs, these sub committees include:

- **Remuneration Committee**
- **Finance & Performance Committee**
- **Audit Committee**



# Financial Assurance

- Prime Accountant undertook the exercise

# Looking Forward

- Extended Hours Contract
- GP in ED Services contract
- Coventry and Warwickshire Training Hub (formerly CEPN)
- Memorandum of Understanding
- Admiral Nurse service
- Current forecast - another surplus at the end of 2018/19

# Going Concern

# Alliance Structure

## BOARD MEMBERS



**Eamonn Kelly**  
Non Executive Director



**Robert Smith**  
Non Executive Director



**Paul Elkin**  
Non Executive Director



**Garth Murphy**  
Patient Voice Champion

## CHAIRMAN & BOARD OF DIRECTORS



**Dr. Alastair Bryce**  
Executive Chairman



**Dr. Hergeven Dosanjh**  
Director



**Dr. Jerry Horn**  
Director



**Dr. Nish Wiratunga**  
Director



**Michelle Horn**  
Director of Nursing

## NON CLINICAL STAFF



**Mel Duffy**  
General Manager



**Kojo Nuamah**  
Head of Finance  
and Performance



**Kerry Crutchlow**  
Head of Human  
Resources



**Carla Elkins**  
Practise Development  
Manager



**Andrea Parson**  
Personal Assistant

# Our Values



Coventry and Rugby GP Alliance shares and promotes the best of modern medicine and looks for innovative solutions to the challenges we face.

The Alliance believes that by coming together we can better develop skills and consistency not traditionally available in General Practice to deliver improved services to our community.

## **The following vision and values are the principles that we work to:**

- Protect, improve and extend local General Practice through greater organisational scale to provide convenient high quality, comprehensive and integrated services.
- Enhance the skills and flexibility of the General Practice workforce to meet population and service needs with programmes of continuing professional development.
- Work and collaborate with others to innovate in service provision, building on new technologies and recognising lifestyle choices of service users in the way in which they wish to access care.
- Ensure that all we do is valuable, both for the taxpayer and service user and for those investing their time and money into the Alliance.
- Operate ethically, with accountability, probity and fairness at the heart of the organisation.

# Items For Decision

## AMMENDMENT TO ARTICLES OF ASSOCIATION:

- Already voted favourably to make changes to Alliance structure November last year
- Process requirement to have 70% shareholder agreement to amend the articles to reflect this.
- Two Changes were agreed:
  - **That Alastair Bryce, having consented to act, be appointed as an executive chairman director of the Company with immediate effect.**
  - **That Michelle Horn, having consented to act, be appointed as an additional director of the Company with immediate effect.**

Written vote forms to be collected today

# A.O.B.

- 500k non recurrent funding plan
- Cluster/Alliance work