

Annual General Meeting & Federation Update

Tuesday, 6 December 2022



**BOLTON
GPFEDERATION**

Agenda

- Welcome, introductions and purpose of meeting
- Chair's report
- Financial accounts 2021/22

Close of formal meeting

- Investments
- GM Federations



Chair's Report

Dr George Ogden

Financial Accounts

Mabs Rahman

Chief Financial Officer

Overall Financial Position 2021/22

| Profit & Loss £000s | Actual 2021/22 | Actual 2020/21 | Actual 2019/20 | Actual 2018/19 | Actual 2017/18 | Actual 2016/17 |
|------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Turnover | 7,043 | 4,624 | 2,751 | 2,293 | 1,290 | 764 |
| Cost of Sales | - 6,573 | - 4,233 | - 2,385 | - 1,977 | - 868 | - 335 |
| Gross Profit | 470 | 391 | 366 | 316 | 422 | 429 |
| Admin Expenses | - 450 | - 362 | - 360 | - 282 | - 386 | - 323 |
| Interest Payable | - 1 | - 7 | - 3 | - 3 | - 5 | 0 |
| Corporation Tax | - 4 | - 6 | - 1 | - 6 | - 6 | - 23 |
| Net Profit | 15 | 16 | 2 | 25 | 24 | 83 |

| | | | | | | |
|-------------------------|------------|------------|------------|------------|------------|-----------|
| Retained Profits | 166 | 151 | 135 | 133 | 108 | 83 |
|-------------------------|------------|------------|------------|------------|------------|-----------|

Approval of Statutory Accounts 2021/22

| | Year ended 31 March 2022 £ | Year ended 31 March 2021 £ |
|--|----------------------------------|----------------------------------|
| TURNOVER | 7,043,385 | 4,623,817 |
| Cost of Sales | -6,573,187 | -4,233,011 |
| GROSS PROFIT | 470,198 | 390,806 |
| Administrative expenses | -449,777 | -362,667 |
| PROFIT ON ORDINARY ACTIVITIES BEFORE INTEREST | 20,421 | 28,139 |
| Interest Payable | -1,316 | -6,686 |
| PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION | 19,105 | 21,453 |
| Taxation on profit on ordinary activities | -3,630 | -5,512 |
| PROFIT FOR THE FINANCIAL YEAR | 15,475 | 15,941 |
| Dividends | 0 | 0 |
| RETAINED PROFITS FOR THE YEAR | 15,475 | 15,941 |
| RETAINED PROFITS BROUGHT FORWARD | 151,159 | 135,218 |
| RETAINED PROFITS CARRIED FORWARD | 166,634 | 151,159 |

Income Analysis 2021/22

Part 1

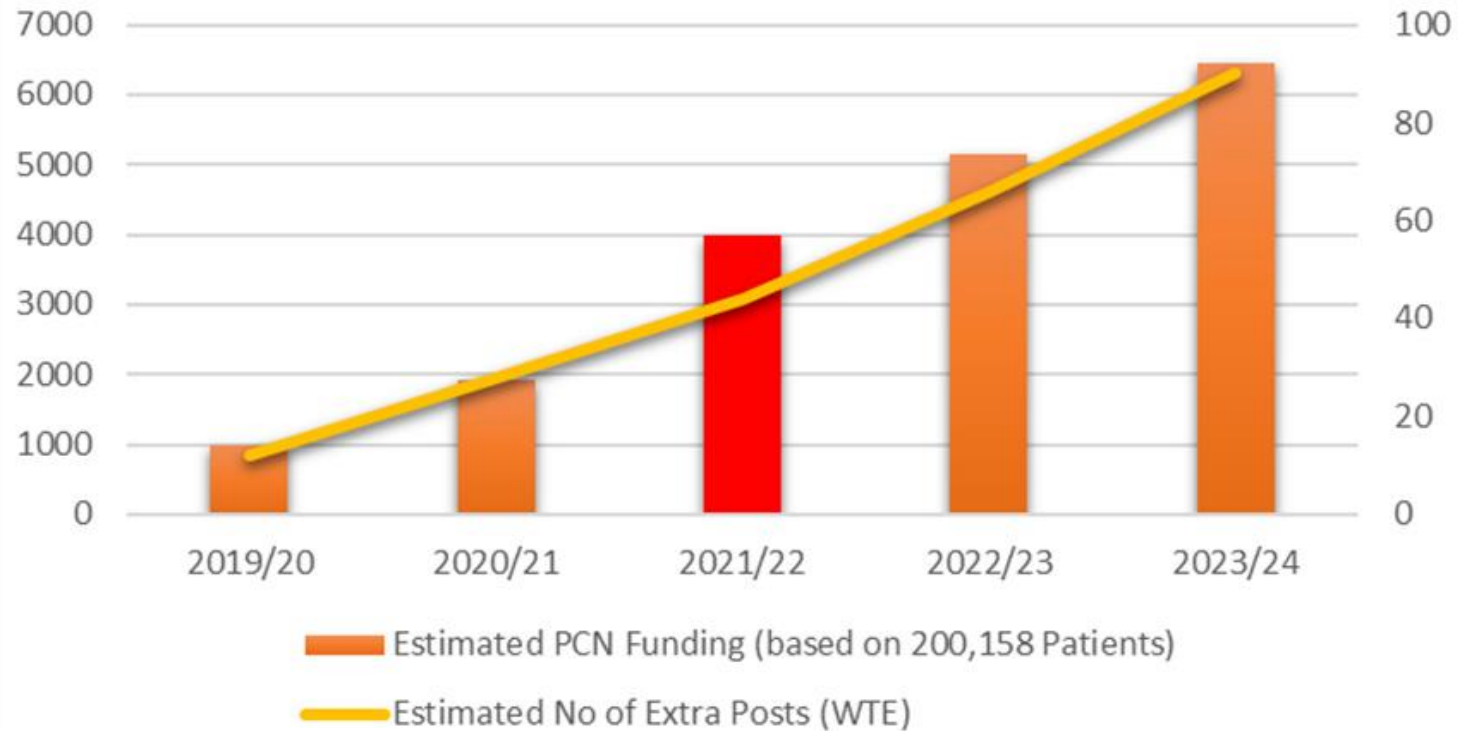
- Cash position is good and strong financial controls and governance processes remain in place to prevent fraud and error.
- From the Income Analysis, it is clear that most (51%) of our income streams are hosted (*shown in orange on the left*). Any unused funds are held securely (by PCN) for use in a future period (£0.76m at 31/03/22).

| Analysis of Income £000s | Actual 2021/22 | Actual 2020/21 | Actual 2019/20 | Actual 2018/19 | Actual 2017/18 |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Primary Care Networks (Core/CD/Ext Hr) | 512 | 634 | 371 | 0 | 0 |
| ARRS Workforce | 2,495 | 1,454 | 0 | 0 | 0 |
| GM Training Hub | 76 | 0 | 0 | 0 | 0 |
| Extra CD Covid Payments | 407 | 108 | 0 | 0 | 0 |
| Development Funds | 96 | 73 | 59 | 11 | 0 |
| Clinical Pharmacist | 0 | 0 | 245 | 466 | 359 |
| Primary Care Network (£1.25 Fed Fee) | 249 | 248 | 245 | 0 | 0 |
| Enhanced Primary Care | 965 | 965 | 965 | 1055 | 771 |
| Wilfred Geere | 78 | 106 | 38 | 175 | 78 |
| Hosting of Shanti Medical Centre | 0 | 128 | 825 | 579 | 0 |
| Covid Vaccinations | 2,056 | 631 | 0 | 0 | 0 |
| Other | 109 | 277 | 3 | 7 | 82 |
| | 7,043 | 4,624 | 2,751 | 2,293 | 1,290 |

Income Analysis 2021/22

Part 2

Expected PCN Funding for Bolton GPFed (£000s)



- Covid income has been the significant change in 2021/22 and has generated £1.973m of income (and £0.885m of profits). This will scale down significantly in 2022/23.
- We are currently (2022/23) in our fourth year of the five year plan for PCNs and all our trajectories are on plan. As at Month 7, we had 80.33 WTE ARRS staff (90 staff).

Questions





End of formal AGM

Our board



Dr George Ogden
Chair
george.ogden1@nhs.net



Dr Kamran Khan
Board Member
kamkhan@doctors.org.uk



Dr Saveena Ghaie
Board Member
s.ghaie@nhs.net



Marie Bryan
Board Member
marie.bryan@nhs.net



Janet Scott
Board Member
janet.scott1@nhs.net



Jenny Thomas
Company Secretary
hq@boltongpfed.co.uk



Dr Beverley Matta
Clinical Director
beverley.matta@nhs.net



Dr Adil Khan
Clinical Director
adil.khan@nhs.net



Dr Alison Lyon
Clinical Director
alison.lyon@nhs.net



Dr Dharmesh Mistry
Clinical Director
dharmesh.mistry1@nhs.net

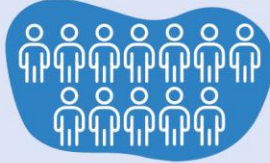
2020/21



- SPLW x 8
- Pharmacist x 15
- Pharmacy Tech x 5
- MSK x 8

Total: 36

2021/22



- SPLW x 10
- Pharmacist x 30
- Pharmacy Tech x 8
- MSK x 14
- Mental Health x 7
- Paramedics x 9
- PA x 2
- Nursing Associates x 2
- Care Coordinators x 2

Total: 84

2022/23

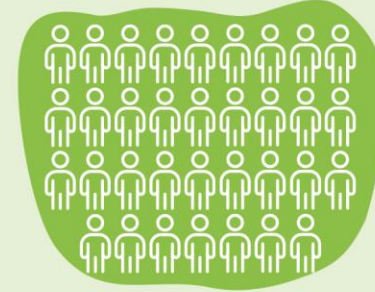


- SPLW x 17
- Pharmacist x 40
- Pharmacy Tech x 11
- MSK x 15
- Mental Health x 10
- Paramedics x 14
- PA x 3
- Nursing Associates x 3
- Care Coordinators x 0
- Tapps x 4
- TNA x 1

Total: 118

2023/24

predicted



- SPLW x 15
- Pharmacist x 45
- Pharmacy Tech x 17
- MSK x 17
- Mental Health x 12
- Paramedics x 14
- PA x 4
- Nursing Associates x 3
- Care Coordinators x 0
- Tapps x 4
- TNA x 1
- Dietician x 1

Total: 133

Functions to support staff



- HR
- Contracts
- Induction
- Payroll
- Supervision
- One to ones
- Development plans
- Annual appraisals
- Annual and sick leave management
- Quality
- Governance
- Complaints and feedback
- Incident monitoring and reporting

Turnover

2016/17

£764,000

2017/18

£1,290,000

2018/19

£2,293,000

2019/20

£2,751,000

2020/21

£4,624,000

2021/22

£7,313,000

2022/23

predicted

£8,140,000

Exec team



- Chair
- Board
- Chief Officer
- Executive Assistant



- Chair
- Board
- Chief Officer
- Executive Assistant



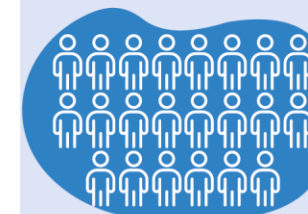
- Chair
- Board
- Chief Officer
- Business Manager
- Secretary
- Chief Finance Officer



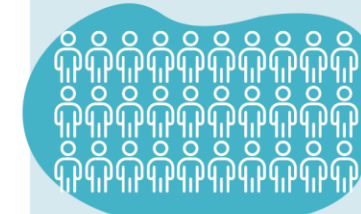
- Chair
- Board
- Chief Officer
- Business Manager
- Office Manager
- Chief Finance Officer
- Social Media



- Chair
- Board
- Chief Officer
- Business Manager
- Office Manager
- Chief Finance Officer
- Social Media
- Senior Network Manager
- 2 x Network Manager
- PCN Administrator
- Finance Administrator
- Performance Lead
- Quality & Governance Lead
- Chief Nurse
- Project Manager



- Chair
- Board
- Chief Officer
- Business Manager
- Office Manager
- Chief Finance Officer
- Social Media
- Senior Network Manager
- 3 x Network Manager
- PCN Administrator
- Finance Administrator
- Performance Lead
- Quality & Governance Lead
- Chief Nurse
- Project Manager
- 2 x Deputy Network Managers
- Office administrator
- Med Sec / Volunteer support
- EPC Service Manager



- Chair
- Board
- Chief Officer
- Business Manager
- Office Manager
- Chief Finance Officer
- Social Media
- Senior Network Manager
- 4 x Network Manager
- PCN Administrator
- Finance Administrator
- Performance Lead
- Quality & Governance Lead
- Chief Nurse
- Project Manager
- 3 x Deputy Network Managers
- Office administrator
- Med Sec / Volunteer support
- EPC Service Manager
- EPC Administrator
- Lead Nurse
- Secretary (V)
- Financial Accountant
- Comms Officer
- Digital Lead

Board support team



Michael Smith
Chief Officer



Jenny Thomas
Head of Business
Management



Sue Higson
Quality and
Governance Lead



Diane Dixon
Finance Officer



Abdullah Ashraf
Management
Accountant



Curtis Endlar
Graduate
Trainee



Dawn Lythgoe
Head of Performance,
Programmes and
Communications



Dua Benhayoun
Project Manager



Jack Ayling
Communications Officer



Kristy Barlow
Head of Operations



Courtney O'Gara
Service Administrator



Amelia McEwing
Service Administrator



Steph Psujek
GM Workforce Bank
Administrator



Barry Barlow
Service Manager



Emily Rigby
Medical Secretary



Sharon McCarthy
Service Administrator



Matthew Mann
PCN Oversight Manager
and GMTH Operational
Delivery Manager



Vicky Westwood
Senior Network Manager



Amy Humphries
Network Manager



Heather Porter
Network Manager



Abby Edmonds
Deputy Network Manager



Chloe Jackson
Deputy Network Manager



Vacant
PCN Administrator



Kath Arrowsmith
Chief Nurse



Lyndsay Bailey
GP Nurse Lead



Mabs Rahman
Chief Finance Officer

Investment

| Project | Investment | How does this help? |
|-------------------------------|---|--|
| Upfront purchases of packages | £60,000 to release monthly income from ARRS £45,000 three-year contract for Ardens Manager £15,000 IT hardware and software purchases £30,000 Fedworks rota system development and maintenance | Investing in the voluntary and community sector (Asian Elders and Age UK), to reduce the demand on GPs and support the growth of social prescribing to meet the needs of our most vulnerable populations. Increasing PCN success and income generation against IIF and DES targets by having direct access to Ardens data, by monitoring and reviewing progress, identifying trends and highlighting targets needing attention. A bespoke rota system that allows the Enhanced Access team to efficiently meet the demands of required appointments, utilising the required roles, across seven sites in seven PCNs. |

| Project | Investment | How does this help? |
|------------------------------------|--|---|
| Supporting shareholders priorities | £20,000 occupational health provision for practice staff £10,000 CQC support package for practices £15,000 improving access to communication and information | A direct response to practices telling us what their biggest needs were. Practice managers help improve practice staff wellbeing and support, reducing impact of staff absences. Practice teams can access a one-place, online best practice support package to help them understand and meet CQC requirements. Our new Intranet meets the ask of our shareholders and partners. It's a place to go for information, news and resources that has been co-designed to meet the needs of practices and PCNs. |

| Project | Investment | How does this help? |
|----------------------------------|--|--|
| Primary Care Network development | £90,000 for PCNs to invest in development areas identified as priority | PCNs are empowered and have the resources to support the development areas identified as a priority by themselves, in consultation with their practices and PCN teams. |

| Project | Investment | How does this help? |
|------------------|------------|--|
| Retention Scheme | £40,000 | Retaining staff to ensure continuity for practices and PCNs. |

Advanced purchases - £150K

CVS - £25K

Practice level - £45K

PCN investment - £90K

Infrastructure support - £40K

Health inequalities - £100K

Estates/infrastructure - £435K

total: £885K

| Project | Investment | How does this help? |
|----------------------------|---|--|
| Bolton's Fund Grant Scheme | £25,000 to support voluntary and community groups to deliver and promote health and wellbeing support | Groups supported to: <ul style="list-style-type: none"> encourage physical activity tackle loneliness and isolation deliver wellbeing groupwork to young adults with disabilities support deaf people improve lifestyle of people who have suffered cardiac events provide activities to improve mental health |

| Project | Investment | How does this help? |
|----------------------------------|--|--|
| Market Place | £80,000 to deliver Covid vaccines 2022 to 2024 | <ul style="list-style-type: none"> PCNs can rely on this service continuing on their behalf until 2024. Supports delivery of PCN health inequalities clinics through onsite training of staff and hosting special clinics (e.g. mental health and learning disabilities). |
| Federation Infrastructure Growth | £45,000 for increased insurances, licences and to develop Intranet £130,000 for estates expansion | <ul style="list-style-type: none"> Increased estates capacity to host additional Fed and PCN team members, including ARRS staff, employed to support PCNs in delivery of growing DES and IIF requirements. Reducing workload and estates demand on PCNs and practices. |
| Digital investment | £60,000 to develop digital solutions | <ul style="list-style-type: none"> Investment in digital tools to support delivery of PCN DES and priorities Development of digital infrastructure to improve efficiency and effectiveness Scoping of development of in house systems to replace existing unfunded digital systems Digital solutions and health inequalities |
| Comms, social and engagement | £40,000 to improve communications and promote understanding of the Fed and its services. | <ul style="list-style-type: none"> Launch of Bolton Connect newsletter, bringing news from across all of Bolton's primary care networks, communities, partners and practices - keeping us connected with the work we are all doing. Engaging with patients through our expert partners such as Healthwatch to improve access to primary care services for underserved populations, including Enhanced Access, cancer screening and vaccines. Increasing information flow on Board business and decisions. |
| Enhanced Access expansion | £20,000 to deliver Enhanced Access across 7 PCNs £60,000 core team setup costs | <ul style="list-style-type: none"> Increasing team capacity and resources and providing an estates solution for the next 3 years. Reducing the amount of pressure on practices and PCNs to respond to the demands of the increase in service requirements |

| Project | Investment | How does this help? |
|--|--|--|
| Primary Care Network Health Inequalities | £100,00 to tackle health inequalities, identified as priority by the PCNs. | Investing in additional capacity, training, specialisms and resources to reduce demand on practice teams and to support: <ul style="list-style-type: none"> BAME communities at risk of diabetes Increased access to and uptake of LD health checks, cancer screening, vaccines, etc. Children and families at risk of obesity / low activity levels Individuals struggling with social isolation and loneliness Increased understanding of barriers and needs in key areas including low level mental health, menopause and childhood obesity. |

GM Feds Collaboration



Greater Manchester
Training Hub



GM Workforce Bank

GM Training Hub



| Programme | Programme Expectation | Benefits | Eligibility | Contact |
|--|---|--|---|---|
| GP Fellowship | 2 year programme. 1 hour monthly mentor session. L & D podcasts & masterclasses. | <ul style="list-style-type: none"> 1 paid CPD session (4hr 10 mins) per week. Personal and professional growth. Podcasts and masterclasses. Mentorship and coaching. Leadership training. Portfolio-working opportunities. | New qualified GPs within 2 years of their CCT. | Rob Harris: rob.harris4@nhs.net |
| General Practice Nurse (GPN) Fellowship | One session per week protected learning time. Peer support group & learning. Develop portfolio working. | <ul style="list-style-type: none"> One session a week protected learning time Guarantees a level of support, learning and flexibility. Leadership skills and quality improvement training. | Newly qualified nurses (within) 12 months. Need to hold a substantive salaried or partner role within Primary Care. | Kath Arrowsmith & Bolya Domjan: kath.arrowsmith@boltongpfed.co.uk / bolya.domjan@nhs.net |
| GP Mentor Scheme | 3 clinical sessions a week, additional 1-4 sessions a month. Undertake 2 day bespoke training course or 3 day virtual (4 assignments). | <ul style="list-style-type: none"> £289 a session Flexible to fit in with your schedule Fully funded training provided Up to 4 paid sessions a month | Minimum 5 years qualified as a GP. Working in salaried or partner position within Greater Manchester. | Rob Harris: rob.harris4@nhs.net |
| N2PC | New to primary care cohorts undertake 6 month course. Students can specify which topic areas they want to learn. | <p>Primary Care Benefit: Expertise that will enable the assessment of undifferentiated and undiagnosed conditions.</p> <p>Benefit to Trainer: Induction, Peer Support, Clinical Training, Leadership Training and Quality Improvement Training.</p> | All clinical professions new to primary care roles. ARRS roles given preference. | Rob Harris: rob.harris4@nhs.net |
| CPD | You will be asked to complete a short training needs analysis. This will be put forward to the GMTH team to access the funding for you. Expectation will then become bespoke depending on individual course detail. | <ul style="list-style-type: none"> Equip you with new clinical skills to enhance your care and develop your career. Help you to meet your continuing professional registration requirements. £1000 per registered health professional over 3 year period. | Nursing Associates, Nurses, Midwives and Allied Health Professionals within Primary Care. | Kath Arrowsmith: gmath@gmfeds.co.uk |
| Health Professionals in Social Care | <ul style="list-style-type: none"> To become an accredited CLE you will need to complete an educational audit (Complete HEE educational agreement). Learners to be immersed in an accredited social care CLE. | Becoming a clinical learning environment will provide four things: Experience, Support, Supervision, Assessment. | Pre-registration learners including nurses, paramedics, physiotherapists, occupational therapists and podiatrists. Care Home must be an accredited CLE. | Sarah McCrae: sarah.mccrae@nhs.net |
| CLE (clinical learning environments) | <ul style="list-style-type: none"> To become an accredited CLE you will need to complete an educational audit. Sent to North West HEIs for approval. To take students on placement and develop them according to a tailored plan set out by the university and Clinical Educator. | <ul style="list-style-type: none"> No direct fee. Student tariffs – Nurse: £127 (week) Paramedic: £127 (week) PA: £501 (week). Helping build the PC workforce through immersion, experience and knowledge. | GP Practice, PCN, GP Federation or Care Homes. | PEF Lead for locality: gmath@gmfeds.co.uk |
| Student placements | <ul style="list-style-type: none"> Immersed into their individual setting to try and achieve competencies set out by the university as well as Clinical Educator. Term time placements. | <ul style="list-style-type: none"> Experience in an authentic Primary or Social care environment. Build skillset and competencies. Refer to CLE benefits for practice. | Undergraduate Nurses, Trainee Nurse Associates (TNAs) Physician Associates and Paramedics. | Connor Hilton/Laura O'Brien: connor.hilton@nhs.net / laura.obrien@nhs.net |
| TNAs (Trainee Nursing Associates) | <ul style="list-style-type: none"> Two years programme. Attend university 1 day a week. 3 days a week under a clinical supervisor. 20% protected learning time. Exposure to the 4 fields of nursing, Mental Health, Learning Disabilities, Adult, Children and Young People. | <ul style="list-style-type: none"> Benefit to Student: Fully funded £15,000 course to become a Nursing Associate. Benefit to Practice/PCN: Help the wider PC workforce. | Must work 30hrs within Primary Care. Must have a level 2 (GCSE grade C equivalent in English and Maths). | Cherie Ainscough/ Laura O'Brien: cherie.ainscough@nhs.net / laura.obrien@nhs.net |

Introducing the new Greater Manchester Workforce Bank

Are you a GP with some spare time, or looking for additional hours?



Follow these 3 easy steps...

1 Register at: <https://bit.ly/gm-pc-register>

2 Complete GM Workforce Bank Passport here: <https://bit.ly/workforce-bank-passport>


3 Register for shifts here: <https://gmworkforcebank.co.uk>

[Find out more](#)

Now
live!

Questions





Thank you
for attending this
evening



**BOLTON
GPFEDERATION**