

# ANNUAL REPORT 2018



LOCAL LEICESTERSHIRE  
MEDICAL LEICESTER  
COMMITTEE RUTLAND

**ADVISE  
SUPPORT  
REPRESENT**



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# 1. LLR LMC - WHAT WE DO

## Advise

From partnership issues to business planning, we provide valuable, up-to-date and expert advice to practice managers and GPs on essential subjects including premises and contractual matters. In addition to in-house experience and knowledge, members benefit from our close relationships with the BMA, the General Practitioners Committee, other LMCs and specialist legal support from our special link with LMC Law.

## Support

We provide support for members' health, welfare and careers. Because we understand the challenges of working in General Practice with increasing demand and workload, our members can be confident of confidential and experienced support when they need it. If they have issues with appraisal, revalidation or their inclusion on the local performers list, we can help – often when Medical Defence Organisations or the BMA report that they cannot provide assistance to an individual. We provide pastoral support and general support to GPs returning to work or undertaking remediation, or who are involved with enquiries into their performance by the GMC or NHS England.

## Represent

We represent practices on bodies including the NHS England Central Midlands Team, Clinical Commissioning Groups, Public Health, Local Authorities, Health Watch and with the Better Care Together and Sustainability and Transformation Plan (STP) projects. We represent GP views with local and national media and we help practices deal with media enquiries. When GPs are being investigated or their contracts are at risk, we are there to help and to support. LLR LMC is a completely independent body recognised by statute. We are a democratic organisation with a board of representatives, elected by our members.

## 2. CHAIR'S STATEMENT 2018

*“Challenges for GPs have increased.”*

It is my honour to introduce this year's annual report the last of this electoral term.

The annual report gives me the opportunity of thanking the LLR LMC office team, Charlotte and Emma, and the executive team for their hard work and diligence over the last year and the LLR LMC board for its guidance and wisdom.

Over the last year, challenges for GPs have increased. From recruitment challenges to ever increasing patient expectations and increased funding challenges as CCGs examine their “discretionary” spend.

The LLR LMC has engaged robustly with NHS England, the CCGs and others to defend the interests of GPs. The LLR LMC represent GPs in the commissioning committees of each CCG and the active participants in the STP agenda, the Transferring Care process and in LMSG. This year the LLR LMC has started attending practice manager forums.

As the LLR LMC focuses in on the local issues, we have held regular meetings to address the GDPR agenda, CQC challenges and other topical issues; we hope to build upon this work in the next year.

The executive continues to support individual GP colleagues who face challenge from the regulators to ensure they are treated fairly and with due process and seeks to share learning with the wider GP community through monthly newsletters.

For the coming year, the LLR LMC will focus on securing equitable funding on non-core services throughout LLR and payment for non-funded work such as safeguarding and housing reports.

This year we have been able to make an unprecedented one off rebate of the levy to practices as a direct result of improved efficiency and the reduction in administration costs. The LLR LMC hopes to continue with cost effective measures.

I commend this annual report and accounts to Levy payers and look forward to welcoming you to our AGM.



**Dr Nainesh Chotai graduated in 1988 and is a partner at the Glenfield Surgery. He is a GP trainer, appraiser and ELR GP Federation board member. He was elected as Leicester, Leicestershire and Rutland Local Medical Committee Chair in October 2017.**

### 3. VICE CHAIR (OPERATIONS)

*“We are your voice, locally and nationally.”*



**Dr Anu Rao trained  
as a GP in Hinckley.  
A GP Partner at  
Forest House  
Surgery, Shepshed,  
Anu is also a GP  
trainer, Federation  
chair for North  
Charnwood and  
Medical Officer for  
the Leicester,  
Leicestershire &  
Rutland Local  
Medical Committee**

It has been yet another year full of both challenges and opportunities. General Practice's forward view promised to be the prescription for sustainability for primary care. However, the difficulty with this is that the implementation has not yet been felt by frontline staff and this has led to widespread frustration within the system.

There are lots of challenges ahead in the coming years, along with a momentum to adapt and change across all sectors of primary care. There are many innovative ideas and pragmatic solutions out there, but the trouble is that GPs have neither the time nor the resources to enable them to challenge the norm.

The problems are the same as in previous years - mainly diminishing workforce, dwindling funding and increasing workload. As your voice both locally and nationally, I hope to continue to raise your concerns with the appropriate authorities to ensure sure we are heard and never ignored.

I consider it to be a privilege to be in the position of representing all GPs across Leicester, Leicestershire and Rutland. This year we have provided you with timely information on changes that are happening across primary care. We try to keep you informed so that you are one step ahead when making informed decisions for your practice. Some examples of this are GDPR, CQC, Complaints Workshop, Non-contractual work and GP contracts. I also continue to be involved in providing pastoral and mentoring support to GPs as needed.

It is a privilege to have been elected onto the GPC this year via the BMA conference. I am pleased to inform you that I am one of the policy group embers for the GPC IT committee. I shall endeavour to keep all of you informed on the latest developments in the areas of technology and general practice.

## 4. VICE CHAIR (CASES)

*“We understand the pressures and challenges that affect our profession”*



**Dr Shiraz Iqbal Makda is a GP Partner in Oadby, Leicestershire. He is currently Vice Chair for the Leicester, Leicestershire and Rutland Local Medical Committee. He has held various roles for RCGP Leicester, has a passion for education and is a Clinical Tutor for the University.**

Primary care is no doubt the jewel in the crown of the NHS. We are the backbone of the health service and we strive to provide high quality care in the most efficient and cost-effective way.

It is no surprise that we deal with 90% of the workload for less than 9% of the financial budget. Our targets and goal posts are always moving and ascending and our patients expectations follow the same trend. We are often judged by the one case that did not go as planned yet the 1000s of cases that we dealt with often go unnoticed. This is the remit of our work in the Cases team and needless to say this has been another busy year. We have had 245 cases come through our doors since our last AGM and we have successfully closed over the majority. We have endeavoured to Advise, Support and Represent all our members and we take pride in being able to deliver a high-quality service.

I would like to take this opportunity to thank the office team for being committed to general practice and working so hard to serve our members. I hope we are always approachable and professional in our manner and more importantly effective.

We understand the pressures and challenges that affect our profession be it organisational, clinical or administrative. We are aware of the increasingly difficult climate that is surrounding us and aim to take a holistic approach at all times. Much like the profession we represent we hope that we can emulate and uphold the key skills it takes to be a GP. We have been your voice in cases that range from CQC concerns, non-core services, trading standards, disputes and practitioner performance areas. Regardless of the type of case we will always listen actively, deliver the best management and change practice for the better without having to be protocol driven. I truly believe that as GPs we face the most complex situations yet are the best at risk management with minimal resources.

I take pride in being able to represent you and value your shared learning.

## 5. VICE CHAIR (HR)

*“Supporting members is a fundamental cornerstone of our LMC.”*



**Dr Ammar Ghouri**  
qualified in 2013 and  
is a GP Principal at  
South Wigston Health  
Centre. He handles all  
HR issues for  
Leicester,  
Leicestershire and  
Rutland Local  
Medical  
Committee.

Another year has passed us by and I continue to be amazed by the resilience of our members in dealing with constant hurdles and pressures they face in general practice. As a jobbing GP I witness those pressures first hand, whether it be negotiating with local commissioners or struggling practices fulfilling regulatory requirements, on the background of austerity measures taken by politicians in Whitehall directly impacting our patients. Unfortunately, this year has been no exception with myself hearing first hand from local GPs about their struggles, which are causing some of my respected colleagues to move abroad for a better life.

Supporting members, a fundamental cornerstone of our LMC ethos, helping to make decisions about their work life balance and to keep going is an integral part of what we do. We aim to provide up-to-date information and signpost to people who can help in ways that meets your needs. We hope measures introduced for appraisals will be welcomed by our members who will find it is fairer whilst still robust enough to ensure we are all meeting our professional obligations. We continue to robustly represent our members, with local and national stakeholders attending meetings on your behalf to voice your views and to be assertive in our representation to reduce unnecessary workload.

Social media has added a new dimension to our communications with members and has received positive feedback to date, but we are looking to grow so as to stay connected with our members and keep you up to date. I would strongly recommend that all GPs have a browse of our website as you may be pleasantly surprised by the breadth of resources available.

For many working in General Practice, partnership has lost its appeal, but with the right access to some headspace and perhaps coaching or peer mentoring, we hope more colleagues will find ways to make their career safe, sustainable and enjoyable. I have every confidence that the work of the LLR LMC will help us all to get through the tough times.

With the end of my elected term coming to an end, I would like members to formally note my thanks to Nainesh Chotai, our Chairman, and Hisham Haq, our Treasurer for their continued mentorship and support in helping me to develop at the LLR LMC. I very much hope our future committee will continue to support a governance structure which makes the LLR LMC transparent and accountable to all its members to build on the success of the current committee.



## 6. TREASURER'S REPORT

### Annual Accounts:

The LLR LMC finances are solvent and we have a healthy surplus. This is a position and statement that I have been unable to make for the last several years. The LLR LMC Board under the chairmanship of Dr Nainesh Chotai share credit for this.

Over the last 8 months, since our new Chairman has been in post, we have looked at the whole organisation and it's operation. We have looked at our cost of business and a cost of delivering our services for our members. In addition to our core roles, advising, supporting and representing, we have embarked on a program of events that helps to get the membership together on key topics that are of interest to our membership. I can assure the membership that all levy payers money is thought of as being our money and the board takes personal responsibility towards answering any concerns or questions that are raised by any levy paying member.

The board believes in having clear accountability to our levy paying members and we have a duty to give a breakdown of all money spent by the organisation, if requested. Our cost of doing business has been reduced and brought to a sustainable level.

The role of the LMC Treasurer is not one that is recognised in our constitution and it was this board that has taken the decision to recognise the importance that this role brings to the members.

As the Treasurer and Board member, I look forward to hearing from members as to their priorities for sustainable and flourishing general practitioners and their practices.

Cont..



**Dr Hisham Haq is a full-time GP partner at The Parks Medical Centre and the Treasurer of the Leicester, Leicestershire and Rutland Local Medical Committee.**

## Leicester, Leicestershire and Rutland Local Medical Committee's Annual

### Accounts:

#### Leicester, Leicestershire and Rutland Local Medical Committee Trading and Profit and Loss

##### Accounts for the year ended 31 March 2018:

	2018 £	2017 £
<b>Turnover</b>	524,681	757,962
Cost of sales	-	-
<b>Gross surplus</b>	524,681	757,962
Administrative expenses	388,019	616,182
<b>Operating Surplus</b>	136,662	141,780

The above results were derived from continuing operations.

The company has no recognised gains or losses for the year other than the results above.

Although the figures are considered correct at the point of going to print, they are yet to be put under an independent review. This could lead to other adjustments being required

#### Leicester, Leicestershire and Rutland Local Medical Committee Ltd Trading and Profit and Loss

##### Accounts for the year ended 31 March 2018:

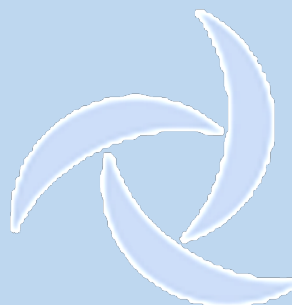
	2018 £	2017 £
<b>Turnover</b>		
LLR LMC	388,019	616,182
<b>Cost of sales</b>		
Project expenditure	-	7,110
<b>Gross surplus</b>	388,019	609,072
<b>Administrative expenses</b>		
Accountancy	4,800	6,735
Advertising	-	1,269
Rent and services	9,379	4,465
Light and heat	1,584	1,359
Repairs and renewals	5,430	5,093
Depreciation of fixtures and equipment	2,828	3,475
Wages and salaries (non directors)	41,130	87,931
Social security costs (non directors)	3,423	4,531
Other staff costs (non directors)	5,749	25,712



Leicester, Leicestershire and Rutland Local Medical Committee Ltd Trading and Profit and Loss Accounts for the year ended 31 March 2018 (Continued):

Salaries and fees, directors	85,143	96,737
Social security costs, directors	4,918	12,230
Other staff costs, directors	-	38,120
Medical secretary and committee costs	93,181	75,584
Travel and subsistence	1,466	4,875
Legal and professional	22,682	36,578
Bank charges	120	302
Transition and development	23,832	68,385
Licences and insurance	1,370	5,913
IT and computing	3,611	8,212
Telecommunications	7,208	8,690
Printing, postage and stationery	855	3,978
Subscriptions	575	530
Hire of rooms and refreshments	3,068	4,349
Conference and seminar expenses	580	4,982
GP defence fund	63,400	97,290
Sundry expenses	1,699	1,747
	<u>388,031</u>	<u>609,072</u>
Other interest receivable	<u>12</u>	<u>-</u>

Draft accounts subject to scrutiny and checking



## 7. LLR LMC GOVERNING BODY: 2014-2018

### *“2018 signals the end for the current elected LLR LMC Board”*

The LLR LMC would like to thank the Board for all of their hard work and commitment over the last 4 years. We are looking forward to welcoming the new board for the new electoral term 2018- 2022

**Dr Sumit Virmani** has been a GP partner in Whitwick since 2009, when he finished his vocational training. He has a special interest in joints, minor surgery and occupational health. He is also a GP appraiser and Out of Hours trainer. He represents the County on the LLR LMC board.



**County Representative**



**City Representative**

**Dr Fahad Rizvi** completed his medical education in 2001, and after working as a surgeon in secondary care for 7 years, transferred into GP training and became a GP Principal in 2014. Dr Rizvi was co- opted onto the Committee in October 2015. He represents the Leicester City GPs and has a passion in teaching. He teaches medical students, nurses, and pharmacists besides training GPs in surgical skills and is a Professor for Physicians Associate programme at DeMontfort University.



**County Representative**

**Dr Fahreen Dhanji** is a GP partner at Latham House Medical Practice in Melton, having worked there since 2009 after completing her VTS training.

She is currently a GP trainer and has a specialist interest in ENT and minor surgery. Dr Dhanji joined LLR LMC after she was co-opted onto the board in August 2016.



**City Representative**

**Dr Rajiv Wadhwa** is a GP working mainly in Leicester City for the last 15 years.

He worked in secondary care as a Specialist Registrar and left a charted and planned career in Cardiology to become a GP, as he liked the charm of continuity of care and relationship building with patients.

He was co-opted onto the LLR LMC board last year. His special interests include Primary and Secondary care interface. He is a GP Appraiser, a Trainer and a Mentor. He also sits on Executive Board of Leicester City Health Federation.



**County Representative**

**Dr Vikram Bolarum** is a GP Partner at The Burbage Surgery in Hinckley. He has been a GP trainer for the last nine years and has been involved with the undergraduate teaching for the Leicester medical students.

Dr Bolarum was co-opted onto the LLR LMC board in March 2018, he is a County representative.

Dr Bolarum also sits on both the local and fellowship committee of the RCGP.



**Locum Representative**

**Dr Binita Parmar** works as a freelance GP, mainly in inner city practices. She was co-opted onto the LLR LMC Board in October 2015, and represents all locum/sessional/freelance GPs.

## 8. LLR LMC OFFICE STAFF

*“The LLR LMC Office staff are our members first point of contact”*

They offer general advice, answer queries and organise the support for cases, as well as producing information to keep our members up to date whether it be from the monthly Newsletter, website or via social media.



**Charlotte Woods** joined the LLR LMC team in 2014 and has direct contact with our members and practice managers, by answering queries or representing the LLR LMC at various meetings.

Charlotte is the first point of contact for our Committee members, as well as our case co-ordinator and organises events and workshops run by the LLR LMC.



**Emma Sutherland** joined the LLR LMC in 2018 as an administrator. Emma is responsible for a variety of roles and is usually the first point of contact for our members when contacting the LLR LMC.

Her responsibility includes running the LLR LMC comms (social media accounts as well as compiling and editing information for the monthly newsletter), as well as co-ordinating our monthly board papers and meetings.

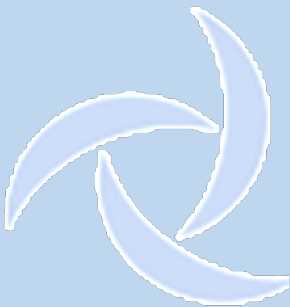
## 9. LLR LMC WORK: CASES

*'The LMC continues to work tirelessly making sure the needs of our members are met and their voices are heard'.*

In the last year, LLR LMC has opened 214 cases and queries from GPs and Practice managers across Leicester, Leicestershire and Rutland.

This has covered a wide range of issues including:

- Partnership disputes and agreements
- Concerns re. QIPP funding
- CQC inspections – Supporting practices that have been placed in special measures, including providing press releases
- Support through PAG
- GDPR/ SARs Requests
- ETTF disputes
- NHS Property Services – service charges and lease agreements
- Social Services Reports and Housing letters
- Core and non-core work
- Private Prescription Charges
- Trading Standards - Weighing Scales
- Do Not Attempt Resuscitation (DNAR) forms
- NHS Pensions
- Private GP work



# LLR LMC WORK: EVENTS

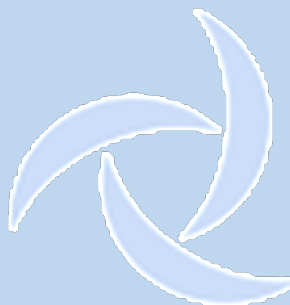
This year LLR LMC have hosted several informative events for our members on key matters and themes. The topics have covered the following:

- Legalities of Working Together/Mergers Event
- GDPR
- LLR LMC/NHSE England Complaints Workshop
- LLR LMC/CQC Event
- Pensions and Financial Planning Event
- Beginners Guide to being a Data Protection Officer (DPO)

These events on a whole have been received exceptionally well by our members and we have obtained positive feedback for instance:

- “This was helpful to understand processes”
- “Highly beneficial”
- “It is great to know support is out there if needed.”
- “Have to say this session was superb – The LMC put in a lot of hard work to get it going and I think getting the CQC in was a great idea. Enjoying these LMC evenings.”

The LLR LMC is open to feedback and suggestions for future events. We are delighted to be able to present these events to our members and hope they continue to be beneficial and informative.





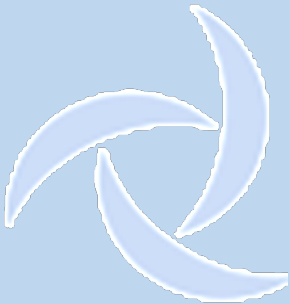
# LLR LMC WORK: MEETINGS

LLR LMC are pleased to report our presence at numerous high-level meetings to ensure we are representing our members.

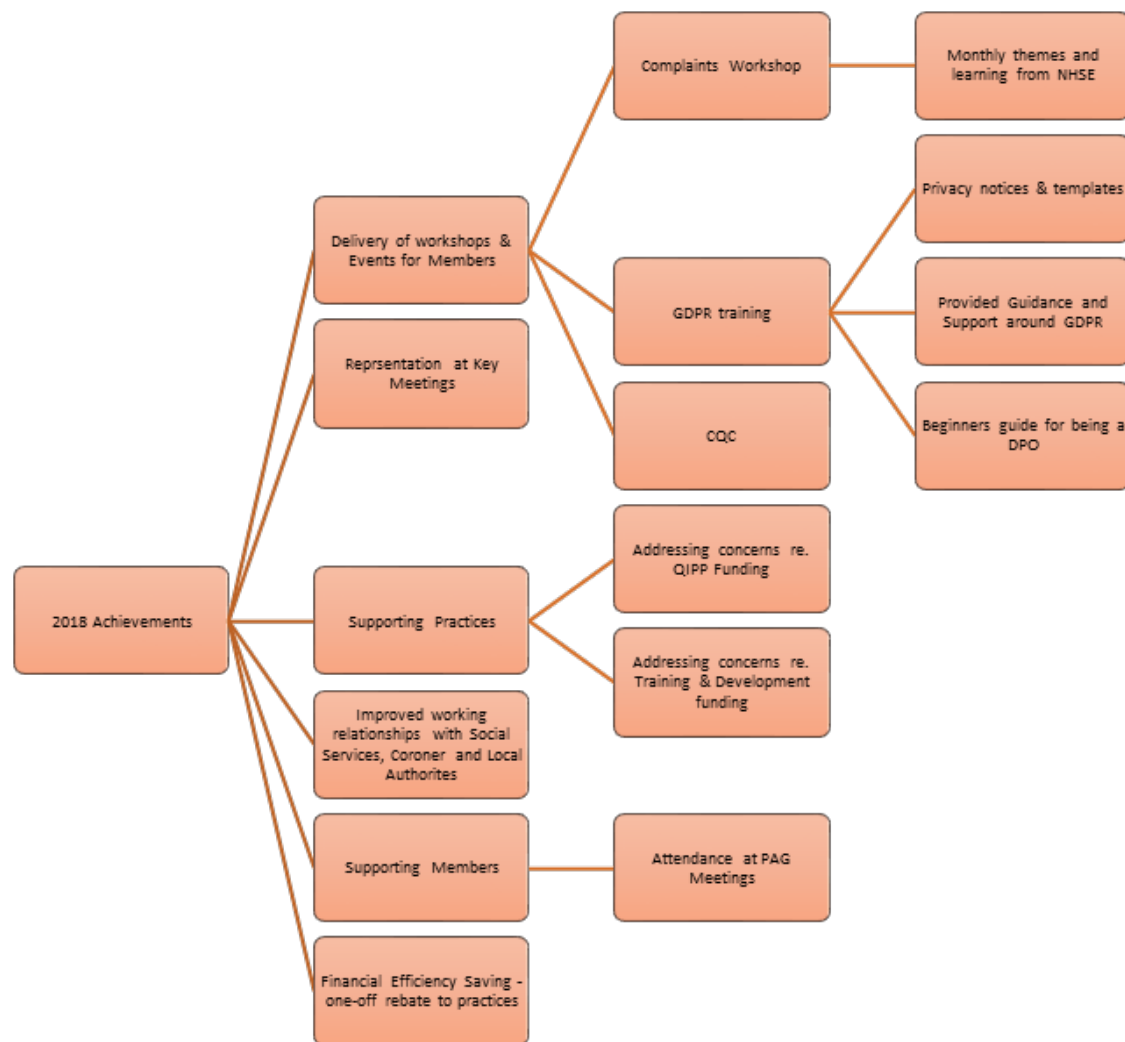
The LMC are now in attendance at:

- Transferring Care Safely
- Learning Lessons to Improve Care
- Training and Development
- LMSG
- Leicester City PCCC Meeting
- East Leicestershire and Rutland PCCC Meeting
- West Leicestershire PCCC Meeting
- Flu Planning Meeting
- GP Programme Board
- GP Workforce Group
- Practice Manager Forums

LLR LMC will strive to continue representation at these meetings to ensure our members voices are heard and needs are met.



## 10. LLR LMC ACHIEVEMENTS 2018



# 11. HOW WE ARE FUNDED:

## LMC STATUTORY/VOLUNTARY LEVIES

This year the LLR LMC has received clarification queries regarding the voluntary and statutory levies.

### STATUTORY LEVY:

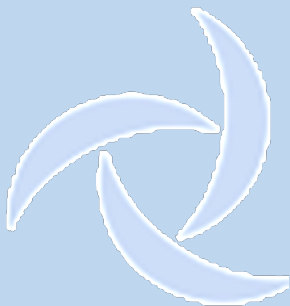
The statutory levy is used to fund all local activity and daily running of LLR LMC including payments made to LMC staff, LMC accommodation and backfill payments for any work carried out on behalf of the LMC to attend meetings or support for GPs, as well as paying for services including our legal advisor and the events we run. Section 97 of the NHS Act 2006, as amended, sets out the arrangements for funding LMCs.

This is usually referred to as the statutory levy and it requires the Commissioner to provide funds to the LMC and then to re-coup these costs from contract holders. To that extent this levy is statutory and cannot be avoided.

### VOLUNTARY LEVY:

The voluntary levy contributes to the funding for the national activity of the General Practice Defence Fund (GPDF) which includes supporting negotiators in national UK matters and devolved issues in England, Wales, and Scotland. The GPDF are actively involved in professional medical policy work and discussions with Governments over a range of topics that affect all GPs in practice. The GPDF then charges this to the LLR LMC, based on the population within LLR.

Although the voluntary levy is voluntary, if individual practices opted out of this levy then their share would have to be made up by the remaining contributing practices and we hope members can recognise the obvious unfairness in that.



## 12. USEFUL LINKS

For general advice and guidance, we have a variety of information sources that can be found on our website:

### [Leicester, Leicestershire and Rutland Local Medical Committee Website](#)

- [Checklist for new partners joining a practice](#)
- [GMS Contract](#)
- [Locum and Salaried GP handbooks](#)
- [Practice Mergers](#)

### **Useful BMA Links**

- [Fee Finder:](#)
- [GDPR– including information on SARs and DPOs:](#)

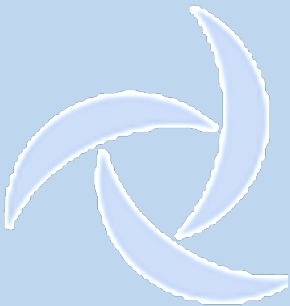
### **LMC Buying Group:**

- [LMC Buying Group– Members can access discounted services.](#)

### **Training Opportunities:**

LLR LMC has secured several places so members can sign up to any of East Midlands Leadership Academy courses for free.

- [East Midlands Leadership Academy](#)



## 13. CONTACT US

LLR LMC is open to hear from all our members for which we will strive to deliver a helpful and professional service.

**Address:** Leicester, Leicestershire and Rutland Local Medical Committee,  
109 Station Road,  
Glenfield,  
Leicester,  
LE3 8GS

**Telephone:** 0116 296 2950

**Email:** [enquiries@llrlmc.co.uk](mailto:enquiries@llrlmc.co.uk)

**Website:** [www.llrlmc.co.uk](http://www.llrlmc.co.uk)

