



HCSA ANNUAL REPORT

1st July 2017 - 31st March 2018



HCSA

nhsprocurement.org.uk

FHCSA

Supporting NHS Procurement

Contents

Welcome	Page 4
HCSA Objectives	Page 5
About Us	Page 6
How We Work	Page 7
Learning and Development	Page 8
Membership & Social Media	Page 9
External Relationships	Page 9
Communications	Page 9
Procurement Development Programme	Page 10
Future Leaders Programme	Page 11
Procurement Skills Development (PSD)	Page 11
CIPS Corporate Award Programme (CAP)	Page 11
HCSA Awards	Page 12
Conferences and Events	Page 13
Corporate Partners	Page 13
Financial Review	Page 14
Supply Chain Optimisation Project	Page 14
NHS Procurement Savings	Page 15
The Future	Page 15



Left to right: Simon Walsh & The Rt Hon Lord Hunt of Kings Heath PC OBE

Welcome



Mark Roscrow MBE
Chairman, HCSA



Alan Hoskins MCIPS
Chief Officer, HCSA

Despite the challenging environment faced by most charitable organisations during 2017–18 and the significant changes we've made internally, we finished the year in a strong position and are confident about the future of HCSA delivering benefit to our members.

The last year has been challenging, both in terms of the changes that HCSA has experienced internally as we have built infrastructure aligning processes to the charity commission guidelines, and in terms of the external climate, which has made generating income more difficult for all charities.

Overall income has increased on last year however we're encouraged by improvements seen in the forecast for the year as exciting new activities begin to impact results such as our summer conference and our popular Procurement Development Programme (PDP). Also the positive impact our Our Bigger, Bolder Strategy which has enabled the charity to promote greater awareness within the NHS and continue to expand a single community of people and organisations working together with a shared determination to succeed.

As ever, we've been encouraged and helped by the efforts of our loyal and enthusiastic members, Trustees, Executives and Regional Stakeholders. We're immensely proud of our new Future Leaders programme, launched with great celebration in 2017 and excited about our plans to support the development of those who work in procurement and supply chain services within UK NHS organisations.

With over 2,300 members each telling their personal story, we're their voice at the centre of all we do and spreading the word that, by working together we can continue to build upon our founding principles.

Recently we said goodbye to John Effingham, Eugene Cooke and Clive Hamblin, who have all supported the charity with passion and enormous energy for many years. They all had the vision and determination to build the foundations for a more efficient and cost-effective service for the future, we are very grateful to them. During their time, the organisation has made significant progress, not least making the transition to a charitable incorporated organisation, into a more introspective charity, to HCSA, a broader organisation with greater influence on UK NHS Procurement policy and practice, to the advantage of all members. We wish them all well.

The Trustees were delighted with the resilience of the organisation at this time and we would like to thank our business support team, Trustees, Executive and National Stakeholder Group for continuing to deliver business as usual services during this time of transition with all this in place we have ensured that the charity continues to operate smoothly and successfully.

In the specialist areas of legal and marketing with past charities experience we anticipate making two or three further trustee appointments during the year to take HCSA forward to the exciting future we know is ahead of us.

On behalf of colleagues and all present and future members along with our partner organisations, I thank everyone who has supported HCSA over the last year, and look forward with confidence as we work together over the coming year.



Mark Roscrow MBE
Chairman, HCSA



Alan Hoskins MCIPS
Chief Officer, HCSA

HCSA Objectives

The HCSA CIO was established with the following stated Objects:

“To promote and protect good health for the public benefit by promoting the efficiency of the National Health Service (NHS) across the UK, through:-

Education and training of purchasing and supply chain personnel in purchasing and supply management relating to its duties in supporting the delivery of healthcare services, in order to support NHS stakeholders in delivering the best quality and most cost efficient healthcare; and Undertaking or commissioning and publishing the beneficial results of research or best practice case studies in related subjects.”

The inaugural meeting of HCSA Trustees took place on 16 January 2017. The HCSA Trustees who were appointed back in 2016 and who have been pivotal in getting the organisation to where it is now.

Our existing Trustees have a wealth of experience and knowledge, drawn from their backgrounds working in NHS, finance, legal, academic and charitable organisations. The continuity of leadership provided by these founding Trustees is very important to the HCSA particularly in view of their close association with the development of our strategy.

We are pleased that all our existing Trustees have been re-elected by our members at our AGM while continuing to support the HCSA and help build on the foundations already laid. Following the recent resignations of two long serving Trustees in March 2018 the HCSA is currently reviewing options to ensure a strong board is in place that will enable the charity to flourish in the coming years.

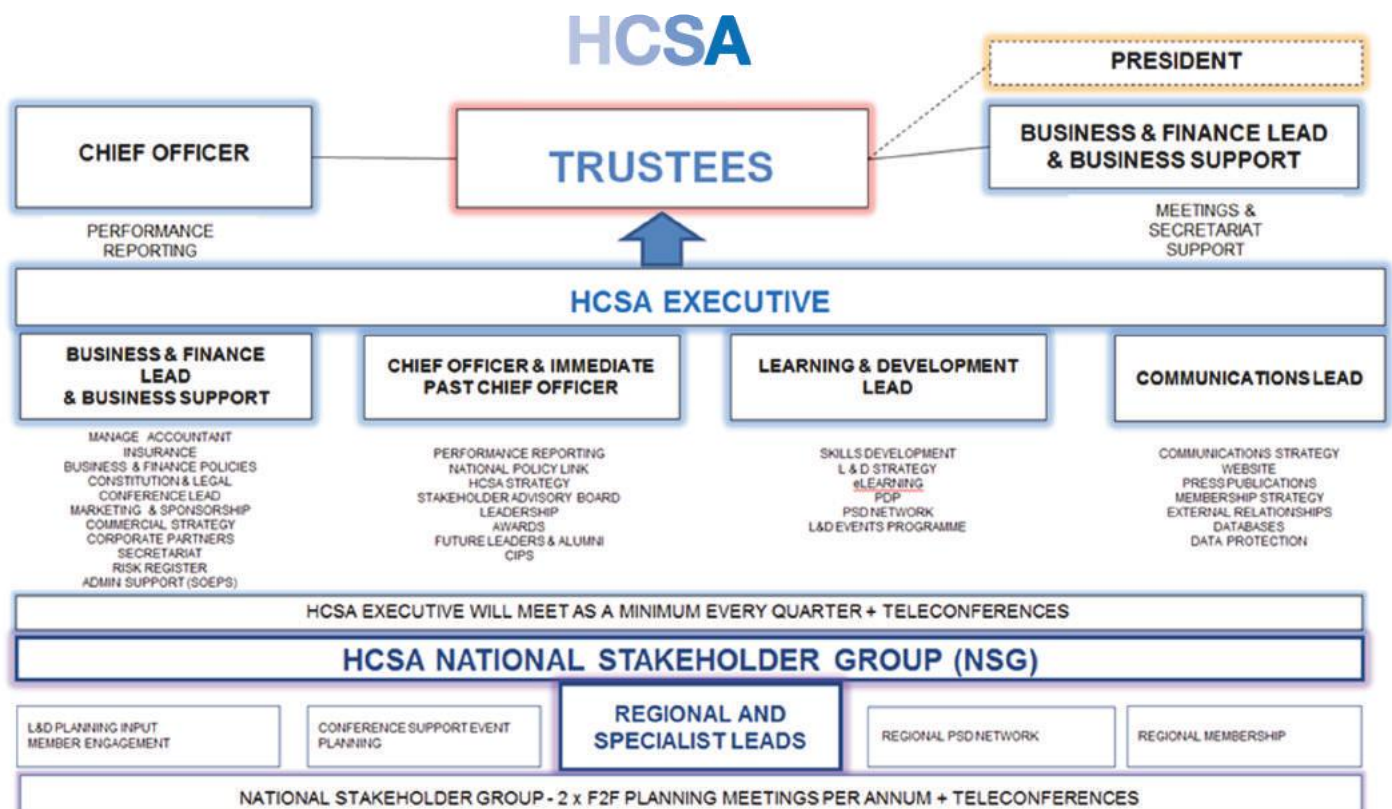
HCSA is committed to enriching the Trustee Board and will continue to welcome interest from members and experts who wish to put themselves forward in becoming future HCSA Trustees, provided they have the required experience and knowledge; are prepared to freely commit their time in supporting the work of HCSA and have a strong personal commitment to our charitable aims and objectives.

About Us

The HCSA promotes the work of procurement and supply chain staff at all levels in healthcare. The HCSA provides training events and educational seminars, sponsors awards and hosts a high-profile annual conference.

The governance of the HCSA rests with the board of Trustees. The Executive runs the day to day business of the HCSA supported by a National Stakeholder Group of Regional and specialist Co-ordinators along with National representatives from across the UK.

HCSA structure 2018 - 2020



HCSA is a registered charity in the UK, is entirely self-financed through a combination of income from conferences, seminars, corporate partners, other training events and advertising.

Membership is open to all procurement and supply chain professionals within the healthcare sector in the UK. We do not currently offer membership to supplier of products and services to the healthcare industry though we welcome their attendance at some of our events along with a range of corporate partners. The HCSA is affiliated with the Chartered Institute of Procurement and Supply (CIPS).

In 2016 the HCSA applied to the Charity Commission to become a Charitable Incorporated Organisation (CIO) and on 14 November 2016 it received confirmation that its application had been successful. The 2017 HCSA Annual General Meeting (AGM) in November was its first since the HCSA became a CIO which took place just after the end of its first year of operation.

How We Work

Our Trustees provide independent control with legal and financial responsibility for the HCSA's management and administration and to ensure it meets its objectives and responsibilities consistent with commitments given to the Charity Commission. The Trustees are also there to provide guidance to the HCSA Executive, and hold it to account for its delegated responsibility for day to day operation and management.

Trustee Name	Role	Commencement Date	End Date	Detail
Mark Roscrow MBE	Chairman	29th November 17		
Professor Duncan Eaton	Trustee	29th November 17		
Ian Turner	Trustee	29th November 17		
Nevin Stewart	Trustee	29th November 17		
Eugene Cooke	Trustee	29th November 17	31st March 18	Resigned
Clive Hamblin	Trustee	29th November 17	31st March 18	Resigned

In summary the Trustees are there to ensure that the HCSA CIO is:

- Carrying out its purpose for the public benefit
- Complying with the Charity's governing document (its Constitution)
- Managing it's resources responsibly

The HCSA Executive is accountable to the Trustees for day to day operation and is supported by a network of strategic advisors as members of the National Stakeholder Group (NSG), formerly the HCSA Council. The NSG embraces members who have either specialist expertise and networks or others with close relationships within their regional networks ensuring that HCSA remains in touch with grassroots members; their professional challenges and their development needs.

Executive Name	Role	Commencement Date	End Date	Detail
Alan Hoskins	Chief Officer	1st April 2016		
Helen Lisle	Immediate Past Chief Officer	1st April 2016		
Simon Walsh	Communications Lead	1st April 2016		
Sarah Charman	Learning and Development	1st April 2016		
Eugene Cooke	Treasurer	1st April 2016	31st March 18	Resigned
John Effingham	Executive Director	1st April 2016	31st March 18	Resigned



**The Rt Hon Lord Hunt of
Kings Heath PC OBE
President, HCSA**

2018 is the 70th year of the NHS, and in 2017 like all major health systems the NHS faces the challenges of demand and technological advances. This requires ever more innovative solutions from procurement professionals and suppliers.

I am really pleased that the HCSA is in such robust health and is providing an even stronger voice for NHS Procurement. I have been able through my membership of the House of Lords to work across party to promote and celebrate the work that NHS staff do to support patient care.

The HCSA is fortunate to have such dedicated officers and support staff – I know from my time with them how much they achieve on behalf of members and their dedication to the HCSA.

The award of charitable status has been a real milestone and Mark Roscrow as Chairman of Trustees supported by Duncan as Deputy Chairman along with their colleagues are making a real difference.

I was very pleased that Mark's record of public service was recognised by the award of an MBE in the New Year's list by Her Majesty The Queen.

Thank you to NHS procurement staff and our suppliers for all that you do to support our NHS.

Learning and Development

Learning and Development underpins our charitable aims and objectives and is pivotal to helping develop the NHS procurement profession so that it can help deliver cost effective and efficient outcomes within the NHS across the UK, and thereby providing a significant public benefit. Gaining Charitable Status has prompted HCSA to take stock at a time of transformational change for healthcare procurement professionals. We wanted to identify what 'good looks like' for procurement learning and development and what skills and capabilities staff at all levels, and in all areas, need to deliver a first class service for the NHS. We recognise that we need to understand how best to support them, and help plug the skills development 'gap' with L&D events that are uniquely tailored to the healthcare profession.

Many of our partners are delivering both personal and technical skills training to the procurement community and we are in the process of gathering what is out there, how it meets the needs of an NHS under pressure and creating a 'route map' for members to locate existing training to meet their stage of development. We are identifying the gaps in this and are assessing where and how we can direct our resources to provide maximum benefit to our members in future training.

Expect to see a whole new look to the Learning & Development sections of our website as we help members steer their way to the training and development they need.

Membership & Social Media

The last twelve months has seen a marked increase in our membership which now exceeds 2,300 across the UK. This increase reflects HCSA's growing profile and the level of work that is continuously being carried out by the HCSA.

There are five classifications of membership:

- a) Full membership
- b) Honorary members
- c) Retired members
- d) Associate members
- e) Corporate members

We have also made further strong progress in building our social media presence to help provide for a better and more engaging experience for our audiences while increasing the reach of key messages. Our platforms have seen continually high reach and engagement figures, with different posts, comments, shares and retweets over the year.

We also updated our website capability which undertook significant upgrades such as a careers section and worked to produce more visual material when publishing new reports.

External Relationships

HCSA continues to forge strong and beneficial relationships with a number of stakeholder bodies including:

- The Department of Health and Social Care (DHSC) in England
- NHS Improvement (NHSI)
- NHS England
- Healthcare Financial Management Association (HFMA)
- Association of British Healthcare Industries (ABHI)
- Chartered Institute of Procurement and Supply (CIPS)
- Association for Perioperative Practice (AFPP)
- Hospital Caterers Association (HCA)
- NHS Counter Fraud Authority (NHSCFA)
- Society of Hospital Linen Service and Laundry Managers
- Procurement Skills Development Network (PSD)

Communications

HCSA has invested in a new website platform in the past few months and has an extremely active social media presence through all the key platforms.

The HCSA Communications Team is working hard to ensure that we respond to all key issues in a prompt and effective way.

The relationship with the Health Service Journal and other media outlets including DHSC and NHSI has been particularly valuable as a means of communicating the views of our members whilst ensuring at all times we comment fairly and with authority.

Procurement Development Programme

We ran another well attended week-long residential programme, the HCSA Procurement Development Programme (PDP) in October 2017 attended by 32 delegates from across the UK. This Programme is the only one of its kind and HCSA is proud to be able to provide delegates, largely new to the NHS, with an intensive programme of learning; building knowledge and networks which will prepare delegates for their future and provide them with a platform from which to develop their NHS procurement careers. This year we increased the focus on personal skills with the introduction of Insights Discovery Personality Profiles.



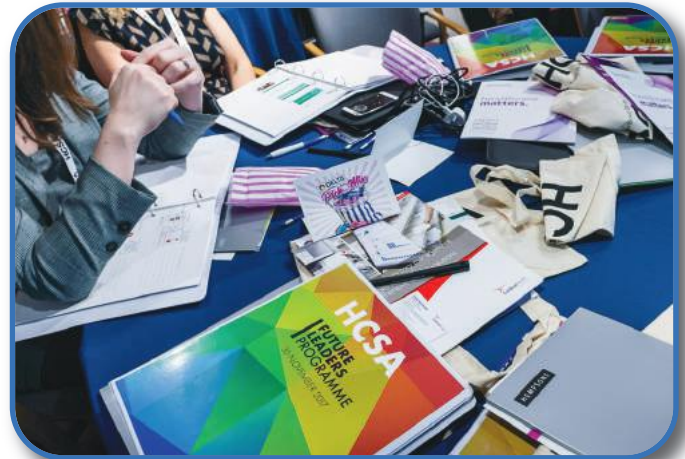
Picture: Sarah Charman, Learning And Development Lead



Picture: HCSA PDP at Ettington Chase - October 2017

Future Leaders Programme

It was clear from the discussions with the PDP Alumni and the procurement community that more support was needed for our future procurement leaders in the NHS. We had launched a one-day inaugural Future Leaders Conference at our Annual Conference in Harrogate. Clearly we hit the right spot as it was very quickly oversubscribed and it formed a much wider programme that builds on the PDP foundations (being mindful that not all Trusts have the finance to support individuals through PDP and that this will only get worse over the next few years) and targets the skills and capabilities required for the future leaders within the procurement community.



Procurement Skills Development (PSD)

HCSA once again supported the PSD programme hosted by the Skills Development Network. The network provides access to both finance and procurement workshops across the regions and also provides access to online training and 'how do I?' guides. New workshops are currently in the pipeline for strategic sourcing, EU Procurement, specification writing and evaluation which HCSA continues to support in their development.

CIPS Corporate Award Programme for the NHS and Healthcare

HCSA has worked hard over recent years with colleagues within the Chartered Institute of Procurement & Supply (CIPS) to bring a more targeted NHS and healthcare focused offering for those following the professional qualification route. The CIPS Corporate Award Programme for the NHS and healthcare is a procurement and supply learning programme which has been designed in partnership with colleagues from HCSA, the Department of Health and Social Care, the Skills Development Network and the wider NHS procurement community to incorporate terminology, practices and challenges specific to the NHS. The programme provides two levels: Practitioner (aligned to CIPS Level 4) and Advanced Practitioner (aligned to CIPS level 6 and the ability to apply for MCIPS).

We look forward to an exciting year ahead for the Learning & Development programme.

HCSA Awards

NHS Procurement has so much to celebrate and the HCSA Awards represent an excellent opportunity to recognise achievement of people and organisations. Over the years HCSA has seen an increase in the number of nominations and to ensure we keep pace we introduced a few additional categories to reflect the diversity of the developing landscape. This year we had the opportunity to receive nominations and make awards in the following categories:

- **HCSA Procurement Leader of the Year**
Winner - Tony Stanyard
Highly Commended - Rob Webb
- **HCSA Young Procurement Professional of the Year**
Winner - Makaella Allison
Highly Commended - Alexandra Diamond
- **Best Process, Procurement Initiative or Improvement**
Winner - Satellite Renal Dialysis Services for South East Wales
Highly Commended - NHS Commercial Solutions – Regional Contract for Continence Home Delivery
- **Improving Value through Innovation**
Winner - The Acute/Ambulance Project – collaboration between Emergency Departments and Ambulance Trusts
Highly Commended - Sherwood Forest Hospitals – Procurement Team
- **HCSA Excellence in Health and Social Care Commissioning Award**
Winner - NHS South, Central & West Commissioning Support Unit
Highly Commended - NHS North of England Commercial Procurement Collaborative –

- Canning Street Project
- **Team of the Year**
Winner - Wrightington Wigan and Leigh NHS Foundation Trust
Highly Commended - The Walton Centre NHS Foundation Trust – Procurement Department
- **HCSA Procurement Professional of the year award**
Winner - Keith Vusthoff
Highly Commended - Claire Salisbury
- **HCSA Procurement Development Programme**
Winner - Rhys Davis
Highly Commended - Lucinda Warren
Highest Academic Score - Martin Doherty
- **HCSA Outstanding Service to HCSA**
Winner - Simon Walsh MCIPS

Awards were announced and presented at our Gala Dinner giving us all the opportunity to recognise and celebrate the contribution that our members, other NHS employees and stakeholder organisations (including our suppliers) make to the delivery of healthcare in the United Kingdom. Details and case studies of some of these are available on our website and really does show the benefits these submissions bring in furthering HCSAs and our members in delivering great services to provide a public benefit.

A number of this year's awards really show how working together across systems brings real sustainable benefit to the public purse and we will continue to support and encourage these projects going forward.



Left to right: Helen Lisle, Simon Walsh and Alan Hoskins

Conferences and Events

During 2017 HCSA ran two prestigious Conferences. One on 20 June, HCSA one day Summer Conference held at the St John's Hotel in Solihull, which was attended by over 180 delegates drawn from NHS organisations and industry across the UK. The theme of the conference was Transforming NHS Procurement and featured sessions on future plans for procurement, skills development, clinical evaluation and procurement collaboration.

In November 2017 the HCSA staged its Annual Conference and Exhibition at the Harrogate Convention Centre. This was the biggest conference to date with the largest range of sponsors, exhibitors and delegates. The main programme featured speakers from different NHS stakeholder organisations; NHS Scotland; policy making bodies in England; procurement specialists; suppliers and procurement practitioners. Alongside the Conference we had eight good practice interactive workshops. The Conference was attended by circa 500 delegates over the two days rounded off by the Awards dinner to celebrate and recognise achievement.



Picture: HCSA Annual Conference and Exhibition at the Harrogate Convention Centre
November 2017

Corporate Partners

HCSA's capacity to deliver its objectives is heavily dependent on its ability to generate income. The Annual Conference and Exhibition, which currently generates the greatest income stream, we are delighted to have the support of Corporate Partners and Sponsors. These partners and sponsors jointly provide significant financial support for the HCSA and participate in a number of our member events and conferences. Their support is vital to the continued development of the HCSA; the development of the NHS procurement profession and the people who work in it.

Financial Review

The HCSA executive team has been working on its financial governance with the support and oversight of the Trustees to ensure that our banking and other arrangements are better aligned to our charitable status. Trustees approved an interim scheme of delegation and appointed a firm of chartered accountants to prepare annual accounts and build new systems to support business activity. These accounts are submitted separately and are in the safe hands of Nigelmarks chartered certified accountants registration number 5369285.

This represents HCSA second year since it obtained charitable status, the funds available from July 2017 amounting to £247,960.

Income from conference and training events amounted to £152,570 for the period, with associated expenditure of £100,752, leaving a net surplus on ordinary activities of £51,845.

We have as always maintained a tight control over expenditure. Our balance sheet remains healthy and we are well placed to serve our members for the forthcoming year.

We have also agreed a reserves position of £175,000 for this period of operation.

Supply Chain Optimisation Project

As part of HCSA stated objects we plan to undertake research projects. One such project which has already commenced in collaboration with the Association of British Healthcare Industry (ABHI) and some of its members is concerned with supply chain efficiency. HCSA has been working on the Supply Chain Optimisation Project since June 2017, in order to create a “best in class” model of the ideal supply chain process between Supplier’s and Trust’s and to use this model to develop a tool-kit that helps procurement professionals and industry make savings through process improvement.

The outputs of the first phase of work was presented at this year’s Conference and HCSA is already planning further phases of the project.



Picture: Rob Drag and Jackie Pomroy sharing outcomes from project.

NHS Procurement Savings

Alongside providing the best service possible in meeting the needs of clinicians and other users NHS procurement professionals are also engaged in delivering significant savings to support the overall efficiency targets of their organisation and to deliver value for money for the public who pay taxes for public services.

The HCSA's role in developing the expertise of NHS procurement professionals has an impact upon the delivery of efficiencies and across the UK NHS procurement has contributed to the generation of in excess of £325m savings and efficiencies to tax payers over the past year.

The Future

Whilst recognising how much has been achieved in recent years by the HCSA as an unincorporated body, the granting of charitable status has provided today's HCSA with a renewed purpose, energy and a legal platform to help us focus on what it is we need to do to build a stronger HCSA.

Since it became a CIO November 2016, HCSA has been developing its 'Bigger Bolder' strategy, with the support of a stakeholder survey and a stakeholder workshop, the output of which will be a three year strategic plan. Fulfilment of the strategy will ensure that crucial organisational infrastructure and systems are put in place ready to support investment in learning and development and other key activities required to support the delivery of HCSA's purpose and objects, including public benefit.

Members should be aware of the huge strides made and the considerable amount of work undertaken in the past few months to help us along our journey of transition. Much of that work has been done by volunteers who help run the HCSA, for which we are all very grateful.

The HCSA's Trustees, Executive and Stakeholder Advisory Group need the support of those present at the AGM and the wider membership as we continue our journey in building a commercially robust and resilient HCSA, there to support professional development and represent NHS Procurement across the UK providing benefit to the public through the development of procurement professionals bring effective and efficient savings to the public purse.

If you think you can help then please contact our Chief Officer, Alan Hoskins



Left to Right: Andy Coley, Mark Rosrow MBE and Alan Hoskins

HCSA

Trustees

Mark Roscrow MBE - Chairman

Professor Duncan Eaton

Ian Turner

Nevin Stewart

Executive

Alan Hoskins - Chief Officer

Helen Lisle - Immediate Past Chief Officer

Sarah Charman - Learning and Development Lead

Simon Walsh - Communications Lead

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Registered in England and Wales

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