

Hampshire & Isle of Wight LPC

SUPPORTING LOCAL COMMUNITY PHARMACY



Community Pharmacy
South Central

Annual Report 2018

Incorporating the Annual Accounts 2017/18





This is my first chair's report and I have spent a long time thinking about how to compress what's happened over the last 12 months into a few paragraphs.

I joined CPSC as a CCA representative in 2016 and had the privilege to be elected to the chair's role in May 2017. Taking over from Debby Crockford who had held that role for 7 years, and who had done an excellent job, I certainly had large shoes to fill.

I had the huge benefit of Debby taking up the role of chief officer in September 2017 following Paul Bennet's departure in June 2017.

So what have we been up to since May.....

We employed a new Office Manager in Skye White, following Jo's retirement. Skye has become the backbone of the LPC, she provides support for our Chief Officer, the wider committee and myself and she is also available to support contractors with any queries.

There have been so many aspects that we as a committee have worked on for the benefit of our contractors that I feel I could write a 'war & peace' but in the interests of everyone reading this, I will summarise a few key points that I am particularly proud of and that I feel continue to demonstrate the work we all undertake on your behalf as our contractors.

The biggest celebration of all that community pharmacy does across our patch took place in July with the first ever CPSC awards evening where, together with many of you and your teams, we were able to share the

exceptional stories that take place in your pharmacies. We had winners from Team of the year to Pharmacist of the year. I for one was humbled by the nominations and the clear impact community pharmacy can have on our communities and the positive effects we make to patients' lives.

We continue to have the huge benefit of a Professional Services Development Manager in Richard Buxton. Richard works with all commissioners within our patch to ensure that service commissioning is fit for purpose and that all services are fairly remunerated and most importantly meet the needs of our patients. Richard also works hand in hand with external stakeholders to ensure that where potential services are being developed for future commissioning that these represent value for all – commissioner/patient/contractor. Some of the successes in this period would be the launch of TCAM in Southampton, the development of the naloxone pilot in Portsmouth and the phenomenal performance of seasonal flu delivery in community pharmacies.

We have also continued the work to ensure that community pharmacy in our patch is considered an integral part of the healthcare system and that we can offer solutions to support the wider system and often are the preferred choice for patients in terms of our accessibility and location.

I am proud to chair the committee and look forward to working with all our committee members over the coming 12 months for the benefit of you our contractors. There is no doubt that there will continue to be challenges ahead, from the installation of a new health minister, to the impact of a soft or hard Brexit, to the future funding arrangements for the

pharmacy contract. What I do know is that individually our voices can be hard to hear, but the strength of our collective voices will no doubt ensure a bright future for community pharmacy.

I would like to thank all the committee members past and present for their contribution, for the support afforded to me by the office and our Chief Officer since my appointment.

I am excited about the future of community pharmacy and I am looking forward to the next 12 months.

My final words are particularly important to me in my life and I encourage you all to consider them in yours,

Don't be afraid to stand up for what you believe

And

The only way to do great work is to love what you do

Yours faithfully

Ashley Littlewood-Miller
LPC Chair



Having spent many years on the LPC as a committee member, seven of those as Chair, it has been a delight and a privilege for me now to take up the position of Chief Officer. Our previous CO, Paul Bennett, moved on at the end of June 2017, and I started in post on the 1st September. Since then there have been many reviews, changes and updates within the LPC to help ensure that we remain true to our purpose –

To optimise the professional and financial opportunities for community pharmacy practices for the benefit of patients.

In recognition of the extra financial challenges in community pharmacy, the LPC reduced the levy and continues to closely monitor all expenditure.

For this year, the final year in our regular four-year cycle, we elected a new Chair, Ashley Littlewood-Miller, to the role. There was also a General Election taking place, which meant that we increased our efforts to engage with all the MPs across our patch. This has proved to be even more challenging with the likes of Brexit diverting their attention elsewhere. Events such as our inaugural LPC Awards evening, which took place on the 5th July 2017, are designed to act as a showcase for the marvellous work that takes place on a daily basis in our community pharmacies. Some of our MPs do express interest in visiting pharmacies on their patch, especially if they have been nominated for the Awards, so please do get in touch with me if

you are happy to host such a visit and I will make all the necessary arrangements.

Undoubtedly the greatest change for the LPC has been the launch of our new branding, as Community Pharmacy South Central, coupled with the launch of our new website and a presence on Social Media, especially through Twitter. We have had lots of very positive feedback about the new site, and I urge you to visit and explore – there are links to many important and informative documents and sites, in a clearer and more accessible style. Our constitution and governance principles were also updated, rebranded and shared with NHSE Wessex, as required.

The LPC is very focused on providing support to all our contractors to be the best that they can be, providing quality services to their community and maintain a profitable business. To this end we have revived and relaunched our new and improved Academy offering. The CPSC Academy provides an opportunity for pharmacists and pharmacy professionals from across Southampton, Hampshire and Isle of Wight and Portsmouth to attend four evening development events each year. The programme has been designed, and is delivered in association, with award winning company Pharmacy Complete. A hot, two course evening meal is followed by a high-quality training session. To facilitate your success in the new GPhC revalidation system, attendees will have virtually completed CPD entry after the evening, plus, next year, the chance to engage in the required peer review conversation.

To support the whole team in the pharmacy, especially helping in the provision of evidence around HLP activity, we have introduced VirtualOutcomes, a brief, monthly online training module

and podcast. Certificates can be downloaded and printed for your training folders and Health Champions will find a vast array of suggestions, and links to resources, for their Health Promotion Zones.

All the details for the CPSC Academy and VirtualOutcomes can be found on the CPSC website www.cpsc.org.uk

The Dementia Friendly Pharmacy Framework and TCAM (Transfer of Care Around Medicines) were two important initiatives that launched last year. The Dementia Framework was an opportunity for pharmacies to build on the Dementia Friends element of the Quality Payments System, with some financial recognition from NHSE Wessex. We now have over 300 Dementia Friendly Pharmacies recognised across Wessex, with the hope that more will be able to join them in the near future. There are plans to promote the existence of these pharmacies to the public, raising the profile of community pharmacy and thereby building business.

TCAM was successfully launched in Southampton and has been spreading across our patch, with MOTIV already implemented on the Isle of Wight, and Hampshire Hospitals Foundation Trust planning to launch this autumn. The project generates a referral; from the hospital pharmacy to a patient's community pharmacy when they are discharged back home. Support from the community pharmacy has been proved to reduce readmissions due to problems with medicines. The communication and collaboration between hospital and community pharmacy has also built and reinforced relationships between the two sectors, whilst starting to integrate community pharmacy further into the local healthcare system

Leadership and influencing are critical roles for an LPC and we have continued to work with all external stakeholders to champion community pharmacy and what it has to offer. We have a voice now within Medicines Optimisation stream of the STP, where community pharmacy is recognised as an important partner. Our Local Authorities had to publish their new PNAs, and the LPC engaged with the consultations to support production of good quality documents. One of the most important consultations to which we responded was NHS England's consultation on conditions for which OTC items should not be routinely prescribed. This has had ramifications for Minor Aliment services across the country, and we are continuing to negotiate with our CCG colleagues in an effort to ensure that a sustainable solution evolves for the benefit of patients and contractors.

As we move through this year we are all waiting for the result of the Judicial Appeal and hoping that we will then start to hear about some progress towards a modernised and viable NHS contract for community pharmacy. In the mean-time your LPC will continue to work hard to provide you with the best information and support to lead you into, what we hope, will be a clear pathway to the future for community pharmacy.

With best wishes,

A handwritten signature in black ink, appearing to read 'D. Crockford', written in a cursive style.

Debby Crockford
Chief Officer

Membership and Attendance

Members of the committee are required to attend the LPC meetings regularly as well as provide input to their Local Pharmacy Groups and other roles. It is LPC policy that members who are working on behalf of the LPC should not be out of pocket for performing those activities on behalf of pharmacy contractors. A breakdown of members' attendances and expenses is provided in the table below.

Committee Member	Elected or Appointed	Attendance / Possible	Expenses Claimed [†]
Andrew Selvaratnam	CCA Appointment	5/2	£1,307.00
Arun Sharma	Independent	6/6	£1,513.10
Ashley Littlewood-Miller	CCA Appointment	5/6	£0
David Parker	Independent	6/6	£1,388.60
Davinder Virdee	Independent	3/6	£0
Gary Warner	Independent	6/6	£776.68
Jose Aquiar	CCA Appointment	6/6	£2,348.10
Marilyn Stapleton	CCA Appointment	0/1	£0
Mark Ireland	CCA Appointment	4/6	£0
Michael McWhirter	AIMp Representative	4/6	£1,465.90
Peter Woodward	CCA Appointment	6/6	£2,049.10
Robyn Kelly	CCA Appointment	2/4	£0
Roshni Simmonds	CCA Appointment	3/4	£54.45
Sri Potta	CCA Appointment	3/4	£0

[†] Total does not match Annual Accounts as travelling costs of staff and guests (where appropriate) are in the accounts expenditure

The committee had a deficit of £30 411.29 for the year as the budget was set to incur a deficit by maintaining the levy at current level so that the retained income would be reduced to £284 159.98 from £314 571.27 in 2017. The retained income still leaves the finances in a sound financial status.

In order to maintain the financial security of the committee has been decided to increase the levy to £24 015.00 to maintain financial stability and achieve its aims for 2018/19.

Below is the balance sheet for the committee, subject to the approval of the independent examiners, Davis Lombard (UK) Ltd

INCOME	£	EXPENDITURE	£
Prescription Pricing Authority	279,610.17	PSNC Levy	100,940.00
Bank Interest	1,364.65	Training Costs	2,172.05
Educational Support	4,000.00	Member's Expenses and Travel	17,147.69
HLP Hampshire & IOW	0.00	Catering & Room Hire	6,513.35
Sundry Income	3,134.22	Secretarial & Administration	20,905.55
Think Pharmacy Event	0.00	Staff Costs	89,763.72
CPW Academy	641.25	Corporation Tax	298.60
		Professional Subscriptions	217.32
		Bank Charges	782.20
		Service Development	41,266.00
		HLP Hampshire & IOW	0.00
		LPG Support	3,122.81
		Communications	24,363.15
		Think Pharmacy Event/Stakeholder	
		Engagement	0.00
		Sundry Expenses	11,669.14
		CPW Academy	0.00
Total	288,750.29	Total	319,161.58
FUND			
Initial balance	314,571.27	Balance at Bank	284159.98
Surplus (Deficit) for the year	-30,411.29		
	£ 284,159.98		£ 284,159.98
		Trading profit (- loss) to date =	-£ 30,411.29

The Grant Account has £136 872.41 across four projects. The balance in each account is shown below. The small balance of HIA membership fees will be transferred in 2018.

Project		Balance Remaining
Portsmouth EPS Support	£	19,311.20
HCC HLP	£	113,171.15
COPD Project	£	733.91
Diabetes Project	£	1,299.15
HIA Membership Fees	£	360.00
Balance	£	134,875.41
Net Bank Fees	£	1,997.19
Account Balance	£	136,872.60



Peter Woodward
LPC Finance Officer
Dated: August 2018



Ashley Littlewood-Miller
LPC Chair
Dated: August 2018

ACCOUNTANTS' REPORT TO THE COMMITTEE ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF THE HAMPSHIRE & ISLE OF WIGHT LPC FOR THE YEAR ENDED 31 MARCH 2018

In order to assist you to fulfil your duties under the Constitution, we have prepared for your approval the financial statements of The Hampshire & Isle of Wight LPC for the year ended 31 March 2018 set out on pages 2 to 5 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the Committee of The Hampshire & Isle of Wight LPC, as a body, in accordance with the terms of our engagement letter dated 2 June 2014. Our work has been undertaken solely to prepare for your approval the financial statements of The Hampshire & Isle of Wight LPC and state those matters that we have agreed to state to the Committee of The Hampshire & Isle of Wight LPC, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF as detailed at icaew.com. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Hampshire & Isle of Wight LPC and its Committee as a body, for our work or for this report.

It is your duty to ensure that The Hampshire & Isle of Wight LPC has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of The Hampshire & Isle of Wight LPC. You consider that The Hampshire & Isle of Wight LPC is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of The Hampshire & Isle of Wight LPC. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

HJS Chartered Accountants

The Hampshire and Isle of Wight Pharmaceutical Committee Fund Statement as at 31 March 2018

	2018 £	2017 £
Turnover	307,825	358,214
Administrative expenses	(335,624)	(383,481)
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Operating profit	(27,799)	(25,267)
Other interest receivable and similar income	2,091	1,493
	<hr/>	<hr/>
Profit on ordinary activities before taxation	(25,708)	(23,774)
Tax on profit on ordinary activities	(397)	(299)
	<hr/>	<hr/>
Profit for the year	(26,105) =====	(24,073) =====

The profit and loss account has been prepared on the basis that all operations are continuing operations. There are no recognised gains and losses other than those passing through the profit and loss account.

Hampshire & Isle of Wight Pharmaceutical Committee
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