



City & Hackney Local
Pharmaceutical
Committee
ANNUAL REPORT
2020-21

Incorporating the Annual Accounts 2020-21

Published August 2021

What is the LPC?

City & Hackney Local Pharmaceutical Committee (C&HLPC) is the statutory body representing community pharmacy contractors within the geographical area of the City & Hackney Health and Wellbeing Board. It is our role and mission at the LPC to be the voice and support of community pharmacy in City & Hackney representing local community pharmacy teams to become an effective integrated part of primary health and social care encouraging patients to think pharmacy first. It is the LPCs vision to create a think pharmacy first culture.

The LPC negotiates and discusses pharmacy services with commissioners and is available to give advice to community pharmacy contractors and others wanting to know more about community pharmacy.

The 10-member committee operates a strict procedure for corporate governance and conflicts of interest (all published on our website). All members have signed up to these standards.

Chair's Report

The past year has been by far the most challenging of my 35-year career in community pharmacy. What community pharmacy has delivered is absolutely outstanding. Each and every pharmacy team has gone way above the call of duty to care for their patients. We were the only health care professionals to keep our doors open to the public throughout the pandemic. I am immensely proud of our profession.

Throughout this chaotic year your committee continued to work tirelessly on your behalf. We have strengthened our working relationships with all our stakeholders old and new. Negotiations with our local commissioners – the CCG's and Local Authorities – to mitigate for COVID related changes in service and deferred/extended contract renewals. Notably, we launched the revised Health First Pharmacy scheme and successfully petitioned to have the Medicines Optimisation Scheme continue in the interim. We have always gone the extra mile to supported our contractors.

The LPC members, as contractors, contractor representatives and practicing pharmacists, understand the pressures that you are all currently working under.

The LPC is your representative body. You are our eyes and ears on the ground. Please keep us informed of local issues, late payments, Enhanced Service issues, IT problems. Your wisdom and local intelligence are vital to us so we can take specific issues to commissioners and also allows us to see trends and issues as they emerge.

Special thanks to both John Makepeace who retired in January 21 and Yogendra Parmar who took over from John in February and continues to work diligently on behalf of our contractors.

I would also like to thank all pharmacy contractors for their hard work and support during the pandemic. The profile of community pharmacy has massively improved and we must keep this momentum going. As Chair, I can assure you that the LPC will continue to promote community pharmacy across London and are always here to support all contractors.

Raj Radia, Chair

Chief Officer Report

This past year has been like no other and I would personally like to thank you all for care and support you provided to your local communities during these challenging times. In times like this you tend to see seismic step changes in an industry, and I think pharmacy will be no different as communities begin to use their pharmacies first. We are working with system partners to rollout and embed both the GP Community Pharmacist Consultation Service (CPCS) and the Discharge Medicines Service (DMS). We had the first entire PCN go live with GPCPCS in London. However, implementation of both these services has been slow as everyone has been preoccupied with covid related work pressures. Nonetheless, we are starting to make progress with practices, Acute and Mental Health Trusts.

We secured commissioning of the revised Health First Pharmacy Minor Ailments Service (MAS) in September 2020 and successfully petitioned NHSE with the CCG to have the Medicines Optimisation. We are hoping to add a suite of PGDs to HFPMAS to allow our teams to field higher acuity conditions via walk-in and GPCPCS referrals.

Your LPC also directed considerable resource to ensure pharmacy teams had expedited access to C19 vaccinations, supported PCN leads/contractors to maximise their Pharmacy Quality Scheme (PQS) claims and ensured all our contractors could claim their GPCPCS setup & engagement fee.

Over the coming year we will see the formation of Integrated Care Systems which will bring together CCGs and Social Care to enhance commissioning and outcomes for communities. As we begin to see this develop, we will of course keep you updated.

Lastly, I encourage you all to keep up to date with the progress of the Review Steering Committee (RSG) following the publication of the PSNC commissioned Wright Report into National and Local pharmacy representation. If you are not already signed up to receive their updates, then please follow the link to register (<https://psnc.org.uk> - scroll to bottom of page). It is important to be aware that later on this year, or early next year, contractors will be asked to vote on proposals regarding how you are all represented both locally and nationally, so it is really important to be aware of the proposed changes.

Thank you all for your hard work and please always remember, the LPC is here to support you.

Kind regards



Yogendra Parmar

C&H LPC Chief Officer Support

Treasurers Report

The financial matters of the LPC are controlled by Financial Audit Committee made up of the Treasurer, Kirit Shah and Stewart Evans.

The LPC Accounts have been approved by Financial Audit Committee (FAC) of the LPC and the full LPC committee. These will need to be formally approved at the AGM. The Annual Report will be posted in full on the LPC website shortly.

The committee acknowledges it holds more than the 6 months reserves it requires constitutionally and routinely asks contractors at LPC AGMs what they would like the LPC to do with its reserves. Contractors have always unanimously voted to invest LPC reserves in contractor support/training. The committee regularly discusses how best to manage the reserves and agreed to deploy the additional reserves to deliver contractor support and PCN engagement as per the above mandate given by contractors.

Your LPC reviews the levy on an annual basis so the levy can be set at the right level and changed where necessary to deliver the best value for its contractors. The committee holds cash reserves and recognises the huge financial strain contractors will be under in the upcoming year so we will not be increasing the levy for contractors in 2021/22, there has been **no** levy increase for the last **ELEVEN??** years. **In fact, the committee is proposing to dramatically reduce the levy in order to reduce the LPC reserves to those constitutionally stipulated.**

The committee has reviewed the PSNC LPC finance guide and will be implementing the recommendations during 2021-22.

Reviewing the (attached) audited accounts and cash book analysis

- The final signed accounts presented below.
- The committee acknowledges it holds more than the 6 months reserves it requires constitutionally and proposes to reduce levy dramatically to reduce reserves to those constitutionally stipulated.
- The committee has reviewed the PSNC LPC finance guide and will be implementing the recommendations during 2021-22.
- The committee operated with a £32k budgetary surplus for 20-21. The points below provide a narrative for the year-on-year accounts cost changes.
 - London LPC Forum (Pharmacy London) levies were invoiced late and so will be reflected in the 2021-22 accounts
 - Marked reduction in Travel and meeting expenses – COVID related cost reduction associated with the mandated transition to virtual meetings.

Many thanks

Kirit Shah, Treasurer, City & Hackney LPC

**CITY AND HACKNEY LOCAL PHARMACEUTICAL
COMMITTEE
FINANCIAL ACCOUNTS
31ST MARCH 2021**

AEQUITAS
Chartered Accountants
Elthorne Gate
64 High Street
Pinner
Middlesex
HA5 5QA

CITY AND HACKNEY LOCAL PHARMACEUTICAL COMMITTEE
FINANCIAL ACCOUNTS
YEAR ENDED 31ST MARCH 2021

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CITY AND HACKNEY LOCAL PHARMACEUTICAL COMMITTEE

ACCOUNTANTS' REPORT TO THE COMMITTEE

YEAR ENDED 31ST MARCH 2021

As described on page 3, you have approved the financial accounts for the year ended 31st March 2021 set out on pages 2 to 5. In accordance with your instructions, we have compiled these unaudited financial accounts from the accounting records and information and explanations supplied to us.

AEQUITAS
Chartered Accountants
Elthorne Gate
64 High Street
Pinner
Middlesex
HA5 5QA

23rd August 2021

CITY AND HACKNEY LOCAL PHARMACEUTICAL COMMITTEE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31ST MARCH 2021

	2021		2020	
	£	£	£	£
INCOME				
Statutory levies		90,000		90,000
Sponsorship		-		750
		<u>90,000</u>		<u>90,750</u>
EXPENDITURE				
PSNC levies	11,008		10,826	
London LPC forum levies	-		3,742	
Wages and salaries	38,917		41,736	
Employers national insurance contributions	-		1,472	
Travel and subsistence	2,067		4,244	
Meeting expenses	-		4,048	
Telephone	216		253	
Clerical / Administration support cost	747		2,815	
Displacement cost from LPC budget	1,560		8,552	
Advertising	-		420	
Consultancy fees	1,064		2,127	
Accountancy fees	1,520		1,620	
Depreciation	19		26	
Bank charges	279		337	
		<u>57,397</u>		<u>82,218</u>
SURPLUS OF INCOME OVER EXPENDITURE		<u>32,603</u>		<u>8,532</u>

The notes on pages 4 to 5 form part of these financial accounts.

CITY AND HACKNEY LOCAL PHARMACEUTICAL COMMITTEE

BALANCE SHEET

31ST MARCH 2021

		2021		2020	
		£	£	£	£
FIXED ASSETS					
Tangible assets	(Note 2)		58		77
CURRENT ASSETS					
Debtors	(Note 3)	16,163		7,500	
Cash at bank		<u>83,408</u>		<u>64,962</u>	
		99,571		72,462	
CURRENT LIABILITIES	(Note 4)	<u>1,520</u>		<u>7,033</u>	
NET CURRENT ASSETS			98,051		65,429
NET ASSETS			98,109		65,506
FINANCED BY:					
CAPITAL ACCOUNT	(Note 5)		98,109		65,506

COMMITTEE'S APPROVAL OF FINANCIAL ACCOUNTS

I approve these financial accounts for the year ended 31st March 2021 set out on pages 2 to 5 and confirm that I have made available all relevant records and information for their preparation and give my authority for them to be submitted to HM Revenue and Customs.

MR R Radia
Chairman

23rd August 2021

The notes on pages 4 to 5 form part of these financial accounts.

CITY AND HACKNEY LOCAL PHARMACEUTICAL COMMITTEE

NOTES TO THE FINANCIAL ACCOUNTS

YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

The financial accounts have been prepared under the historical cost convention, using the following Accounting policies:

Turnover

Income represents the amount of statutory and voluntary levies receivable from the Health Authority.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% reducing balance

2. TANGIBLE FIXED ASSETS

	Fixtures & Fittings £
COST	
At 1st April 2020 and 31st March 2021	<u>2,394</u>
DEPRECIATION	
At 1st April 2020	2,317
Charge for the year	19
At 31st March 2021	<u>2,336</u>
NET BOOK VALUE	
At 31st March 2021	<u>58</u>
At 31st March 2020	<u>77</u>

3. CURRENT ASSETS

	2021 £	2020 £
Trade debtors	7,500	7,500
Prepayments and accrued income	8,663	-
	<u>16,163</u>	<u>7,500</u>

4. CURRENT LIABILITIES

	2021	2020
	£	£
PAYE and social security	-	1,260
Wages control account	-	2,183
Accruals and deferred income	1,520	3,590
	<u>1,520</u>	<u>7,033</u>

CITY AND HACKNEY LOCAL PHARMACEUTICAL COMMITTEE

NOTES TO THE FINANCIAL ACCOUNTS

YEAR ENDED 31ST MARCH 2021

5. CAPITAL ACCOUNT - CHLPC

	2021 £	2020 £
Balance brought forward	65,506	56,974
Net surplus for the year	<u>32,603</u>	<u>8,532</u>
Balance carried forward	<u>98,109</u>	<u>65,506</u>