

ANNUAL REPORT
For the Year Ended
31st March 2017

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Representing
Supporting
Developing
Promoting
Community
Pharmacy

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Annual Report

FOR THE YEAR ENDED 31ST MARCH 2017

1 Chairman's Report

This has been a difficult year for both community pharmacy and the LPC.

In September the LPC held a successful AGM with the introduction of the pharmacy awards and this was well received. We also had a report from Sue Sharpe, chief executive of PSNC..

The LPC functions by holding bimonthly meetings with our elected members at which we discuss the ongoing and future requirements for the LPC and community pharmacy, and agree actions that will support those requirements. The agenda is then carried forward by the executive committee who report their progress at the following meeting with all their activities. The committee has also now improved communications by use of an internet based closed forum which has allowed for an exchange of views and discussion of current issues on a regular basis in between meetings. This has allowed the exec to be more proactive to ongoing issues. It is the committee who set the agenda for the LPC to function and it is why it is so important for contractors to elect a strong membership to this committee. We would also like to encourage contractors to feedback any issues they would like to be raised with the LPC committee. This can be done directly through committee members, electronic means or by asking to attend the meeting as a non-voting observer.

The pronouncements from the Dept. of Health and the impact of the funding cuts has dominated all our work this year. Firstly we engaged with the roll out of SCR to ensure all contractors were aware of the help and resources available to them. At the end of December, we received a request for substantial funding from PSNC to enable them to go to Judicial Review. We were advised by PSNC to use monies from our contingency for this purpose. We complied with this request, and are still awaiting information from PSNC as to how much of this money has been used, and if any will be returned to the LPC. However the committee did take the view that we could under no circumstances raise the levy paid to us from our contractors and we are now looking very carefully at our budget to ensure we continue to make the best use of funding.

The other issue the committee was very aware of is the number of communications that are being constantly bombarded into pharmacy. Whilst all are well meant and supposed to be supportive sometimes it is difficult to judge how much information should be disseminated and how much support would be welcomed in pharmacies. The committee would very much welcome your feedback on this matter, so that we can strive to continually improve our communication to contractors.

On a positive note, NoT LPC along with Gateshead & South Tyneside and County Durham & Darlington LPC's set up a separate company as a provider arm called Pharmacy services North East (PSNE Limited). Although in our planning, we had to accelerate our work so that we were able to be successful in

tendering and winning our first contract for pharmacy services. The provider arm is a not for profit organisation thus ensuring that all income above running costs money remains with the contractors, held by the LPCs, and does not go to a third party. This involved a huge amount of work and time in a ridiculously short time scale to achieve what sometimes seemed the impossible. My heartfelt thanks go to all who were involved.

The transfer of care referral project, working closely with our hospital colleagues, has steadily progressed and is providing good outcomes for patients and building reliable data. Please, whilst as yet not large scale we urge you to continue to support these vulnerable patients using this scheme. I can assure you there are longer term benefits for us all, but most importantly for patients.

We are working with all of our CCG's and councils in the area with varying degrees of success. I am sure the better understanding of each other's position through discussion will lead to better working relationships. Whilst we constantly discuss the issues of branded generics, the financial pressures the CCG's are under means they are also looking for short term gains even though we continually explain the longer term implications. We are still trying to work out the impact that the STP plans will have on pharmacy and we continue to seek to gain access to the discussions around this work.

As I raised last year delivery of services is still a major issue. I appreciate finding time to deliver them requires a new way of working but the income is there and available waiting and generally gives you a good return.

My thanks on your behalf must go to Stephen our Chief Officer, Ann (Head of Services), Andrew (Information officer) , our treasurer Christine and Vice Chairman Keith, and all the dedicated members of the LPC committee who sit all day in a long meeting of presented papers and discussions and never , well rarely complain. We all try so hard to represent all the contractors and to secure the best pharmacy service for our patients – the reason we are here.

I have also chosen this time to step down as Chairman of the LPC. It is a time of change for pharmacy (although that always seems to have been the case) and a number of new ways of working need to be developed. Can I say a big thank you to all those who have supported the LPC over my years as chairman and I wish the LPC every success in the future. Our information officer Andrew is also moving on to pastures new and we wish him every success in his new career as a teacher.

Jean Banks, Chairman

2 Financial Statements for the Year Ended 31st March 2017

Financial Statements for the year ended 31st March 2017 are included as Attachment 1. The LPC is in a sound financial position and operating with the PSNC recommended level of reserves. PSNC costs have increased this year due to a special levy to fund the judicial review of the government imposed funding cuts. The LPC was able to fund this from reserves.

3 LPC Officers

The LPC Officers who served during the year 2016-17 are listed below:

Name	Organisation	Position	Email
Jean Banks	NoT LPC	Chair	
Keith Kendall	Boots	Vice-Chair	keith.kendall@northoftynelpc.com
Christine Wardlaw	K-Chem Pharmacy	Treasurer	christine.wardlaw@northoftynelpc.com
Stephen Blackman	NoT LPC	Chief Executive Officer	stephen.blackman@northoftynelpc.com
Ann Gunning	NoT LPC	Head of Services & Support	ann.gunning@northoftynelpc.com
Andrew Stephenson	NoT LPC	Information Officer	

Jean Banks has since retired as Chair and the Committee appointed Keith Kendall. This created a vacancy for Vice-Chair and the Committee appointed Andy Watson. Keith Kendall is no longer employed by Boots. Andrew Stephenson has now moved on and we wish him well in his new career as a teacher.

4 LPC Committee

The LPC Committee members who served during the year 2016-17 are listed below:

Name	Organisation	Affiliation	Email
Simon Clark	Tesco	CCA	simon.clark@northoftynelpc.com
Debbie Baird-Palmer	Boots	CCA	debbie.baird-palmer@northoftynelpc.com
Keith Kendall	Boots	CCA	keith.kendall@northoftynelpc.com
Amanda Lertoria	Lloyds	CCA	amanda.lertoria@northoftynelpc.com
Hannah Lubbeke	Well	CCA	hannah.lubbeke@northoftynelpc.com
Geraint Morris	Boots	CCA	geraint.morris@northoftynelpc.com
David Pearse	Boots	CCA	dave.pearse@northoftynelpc.com
Daniel Stephenson	Boots	CCA	
Chris Dodd	Gill & Schofield	Independent	chris.dodd@northoftynelpc.com
Chris Holmes	Fairmans Pharmacy	Independent	chris.holmes@northoftynelpc.com
Alison Lowes	MG & AD Burdon	Independent	
Andy Watson	Whitworth Chemists	Independent	andy.watson@northoftynelpc.com
Sharon Williams	Wellway Pharmacy	Independent	sharon.williams@northoftynelpc.com

Keith Kendall has since left Boots and has been replaced as CCA representative by Nisha Sehgal.

Dan Stephenson has transferred to Lloyds in a different region and has therefore joined Tees LPC. He has been replaced by Farhaan Quresi (Bobby).

Alison Lowes has resigned from the Committee the vacancy has not yet been filled. We thank her for her years of service to the LPC.

The following table shows the frequency of attendance for Committee members. Actual attendance is given with the total of all possible attendances in brackets. Where a member missed more than three meetings in succession the LPC has received a satisfactory explanation.

April to March	
Debbie Baird-Palmer	6(6)
Simon Clark	5(6)
Keith Kendall	4(6)
Amanda Lertoria	6(6)
Hannah Lubbeke	4(6)
Geraint Morris	3(6)
David Pearse	2(6)
Daniel Stephenson	4(6)
Chris Dodd	6(6)
Chris Holmes	6(6)
Alison Lowes	5(6)
Andy Watson	4(6)
Sharon Williams	6(6)

attendance (possible attendances)

Committee meetings are held on the first Wednesday of every second month and pharmacy contractors are welcome to attend as observers. During the year, one observer regularly attended meetings.

Attachment 1

FINANCIAL STATEMENTS

**NORTH TYNE LOCAL
PHARMACEUTICAL COMMITTEE
FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2017**

BELL TINDLE WILLIAMSON LLP

Chartered Accountants
The Old Post Office
63 Saville Street
North Shields
Tyne & Wear
NE30 1AY

NORTH TYNE LOCAL PHARMACEUTICAL COMMITTEE

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2017

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NORTH TYNE LOCAL PHARMACEUTICAL COMMITTEE

INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE

YEAR ENDED 31 MARCH 2017

We report on the financial statements for the year ended 31 March 2017 set out on page 3.

This report is made solely to the Committee. Our reporting work has been undertaken so that we might state to the Committee those matters we are required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Committee, for this report, or for the opinion we have formed.

RESPECTIVE RESPONSIBILITIES OF THE COMMITTEE AND EXAMINER

The Committee are responsible for the preparation of the financial statements and for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of North Tyne LPC.

The Committee are also responsible for safeguarding the assets of North Tyne LPC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

It is our responsibility to carry out procedures designed to enable us to report our opinion.

BASIS OF INDEPENDENT EXAMINERS REPORT

Our examination includes a review of the accounting records kept by North Tyne LPC and a comparison of the financial statements with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from the Committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair' view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINERS STATEMENT

In the course of our examination, no matter has come to our attention:

- 1) Which gives us reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records
 - to prepare financial statements which accord with the accounting records

have not been met; or

- 2) To which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

.....
Bell Tindle Williamson LLP
Chartered Accountants &
Registered Auditors

The Old Post Office
63 Saville Street
North Shields
NE30 1AY

4th August 2017

NORTH TYNE LOCAL PHARMACEUTICAL COMMITTEE

COMMITTEE APPROVAL CERTIFICATE

YEAR ENDED 31 MARCH 2017

In accordance with our terms of engagement, we approve the financial information which comprises the Receipts and Payments Account. We acknowledge our responsibility for the financial information, including the appropriateness of the accounting basis, and for providing Bell Tindle Williamson LLP with all information and explanations necessary for its compilation.

.....
Treasurer
On Behalf of North Tyne LPC

4th August 2017

NORTH TYNE LOCAL PHARMACEUTICAL COMMITTEE

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 MARCH 2017

	<u>2017</u>	<u>2016</u>		<u>2017</u>	<u>2016</u>
	£	£		£	£
Receipts			Payments		
Contractor Levy Income	234,001	234,000	Salary Costs	108,571	109,175
Pharm Outcomes Licence Income	23,580	7,035	Training and Development	265	4,199
Other Income	5,567	11,869	Travel and Subsistence	3,343	4,837
			Meeting Costs	4,809	3,166
			Office Expenses	1,513	1,558
			Office Facilities	5,765	4,561
			Services	41,975	49,775
			PSNC Levy	84,004	62,142
			Other Expenses	5,206	9,248
			Corporation Tax	54	53
	<u>263,148</u>	<u>252,904</u>		<u>255,504</u>	<u>248,714</u>
Balance brought forward	<u>111,097</u>	<u>106,907</u>	Balance carried forward	<u>118,741</u>	<u>111,097</u>
	<u>374,245</u>	<u>359,811</u>		<u>374,245</u>	<u>359,811</u>