

Kensington Chelsea & Westminster LPC

Annual Report 2017



Incorporating

The Executive Report

and

Audited Annual Accounts 16/17

The Executive Report 2017

Welcome to the Annual Report 2017. In this report we look back and reflect at what we came through and achieved last year and what we have to look forward to in the next 12 months. The last year has been an incredibly challenging and turbulent year for community pharmacy nationally – probably the ‘annus horribilis’ for the sector! Most pharmacy contractors would say the biggest of the challenges has to be the unprecedented cuts to pharmacy funding which were imposed on community pharmacy and now have been implemented with huge consequences for everyone involved in the sector.

You will all have heard of the legal challenges brought about by PSNC and NPA to the process used leading up to the funding cuts. The result of the ensuing Judicial Review is now in the public domain. The cost incurred by PSNC needed to be funded by LPC’s and our committee agreed to pay our share of this from LPC reserve funds. The JR did not succeed and the imposition was not reversed. However whilst this is a shame, moral victory was certainly ours and the DH will know that this sector will not take anything they throw at us in the future without a fight. Our Pharmacy Cuts Campaign proved to all that our patients and users, our biggest advocates are behind us as clearly evidenced by the biggest healthcare petition ever in England with 2.2million signatures.

We also saw the implementation of the Quality Payment Scheme (QPS) for 2017/18. This scheme is seeking to deliver a consistent approach to quality community pharmacy service provision. Whilst not huge, the LPC recognised that maximising the QP claims by our contractor base goes some way towards offsetting the drop in income following the new funding structure. 106 pharmacies (from a total of 134) in KC and W made a QP submission for the April review point. Of these, 5 pharmacies did not meet the gateway criteria; 35 of them declared they were Level 1 Healthy Living Pharmacies (HLPs). It is hoped that even more pharmacies will be ready to submit claims for the November review point.

With Capita taking over some major functions from NHSE last year contractors in London experienced some significant issues with non-receipt of payments, inaction on market entry issues, delays in delivery of stationary etc. This just added to the many challenges pharmacy teams and the LPC faced over the last year. Thankfully some of this major issues appear to have been resolved at long last.

In KC and W the LPC funded HLP rollout over the last 18 months plus paid dividends. 35 pharmacies are fully accredited as Level 1 HLPs and a further 28 are partly there and need just a little more to be able to use the local scheme and get registered. The KCW local accreditation process via Pharmacy Complete means our contractors do not have to take the more circuitous route to accreditation via the RSPH and the feedback we received already suggests this is much appreciated. This facility via Pharmacy Complete is still available until mid-November to those yet to get accredited.

The new Pharmaceutical Needs Assessments for each Borough are required to be published by 31st March 2018 and the work is well under way locally. We are all aware

of the importance of these documents for commissioning and even more important for their Market Entry function. Despite this many contractors need virtual strong arm tactics to complete the vital contractor surveys which take just 10 to 15 minutes of time and thereby jeopardise the whole local network. It is to be hoped that their inaction doesn't come to 'bite' themselves in the next three years.

We are sure that all contractors and pharmacy teams will be aware of the proposals called "Choosing Wisely" by NW London CCG's. The LPC took these proposals and their impact on pharmacy teams in our area as well as their patients extremely seriously. We got legal advice on the matter and made representations to NWL CCGs as well as presented our views to patient groups and advocates on your behalf. Many and in particular all the LMCs representing GP practices, supported the proposals pertaining to Repeat Prescribing and these are being taken forward imminently. The LPC will discuss this with contractors and suggest how our contractor network should manage this issue during the contractor meeting on 23rd October.

The LPC has had to engage this last year with more stakeholders than ever before and with the cuts in LA and NHSE budgets and staff numbers, had to provide increasing levels of day to day contractor support with information about deadlines, regulatory matters etc. We have managed to avoid cuts to services and indeed, seen a little more in terms of commissioning and support for Public Health services which is opposite to the general trend. The pilot for Hep C testing in both Boroughs is underway already and the BP & AF monitoring service in K&C has already started. The fees we have managed to secure for the latter have surprised many other areas in London. The extremely successful vaccination service in London has progressed even further with the addition of a further vaccine, the MenACWY addition. Contractors must realise that pharmacy teams must be focussed on delivering these services that are commissioned from community pharmacy. If we fail to maximise the opportunities created for the sector and demonstrate pharmacy CAN deliver, be it local or national services, then we will not get many more opportunities in the future.

The LPC has been promoting the delivery of some private services over the last 18 months as a way towards addressing a certain gap and finding a specific niche within their local areas. The Strep A Test&Treat service has gone from strength to strength and is bringing in increased footfall besides very welcome additional revenue to help build your businesses. A much valued service provision is the StrepB testing which some GP practices have started referring into and this is not such a surprise to be quite honest as there is no NHS service available for this. Some large posters for these two services will also be available for contractors to take away on the 23rd.

In the absence of any NHS involvement of community pharmacy in the management of Urgent Care locally, the LPC has decided to progress community pharmacies in KC & W further along this path of private healthcare service provision where there is a clear need and where we know the public are willing to pay for the convenience of a pharmacy service. To this end we have worked with CPPE to develop an LPC subsidised package for Advanced Training in the Assessment and Management of Urgent Cases by Community Pharmacists. This is a two-day course in December and will include a range of new diagnostic and examination skills, medical history taking

and clinical assessments in order to enhance the ability of pharmacists to manage a wider range of conditions and more complex patients. A lot more information about this latest exciting initiative will be provided at the contractor meeting on Monday 23rd October.

We expect to see more of the same over the next few months as the funding cuts continue to bite. However pharmacy teams will need to be pushing to deliver more and maximise the potential from what commissioned services there are and to top it up with additional and innovative private services that the public need and want.

As always, the LPC is keen to hear of your ideas for how we may be able to support you better. The LPC runs a cell structure for peer support by the members and you will already be aware of who your cell lead is and are in regular contact with them. This has proved invaluable in supporting you all over the last year with the increasing issues pharmacies have needed LPC support for.

The committee of eight members generally meets approximately 10 times each year. However, there are further meetings necessary to take forward the work streams of the sub groups and the Finance & Audit sub-committee. In addition each member of the committee "looks after" a small group of pharmacies that forms the cell structure operated by the LPC. Many of our smaller meetings that do not really require a face to face meeting are conducted by teleconferencing, saving both time and meeting costs too. We believe our operational efficiency as a small committee is exceptional and produces real value for money for you, the contractors who fund us.

KCW LPC operates a strict procedure for corporate governance and conflicts of interest as required already by the current constitution. All members and the CEO have signed up to these standards.

We hope you have found this update useful. Of course, we will continue to keep in touch and update you in our normal way, through e-mails and telephone calls directly from me and through our cell structure and via Twitter as well as our web portal. We always welcome any feedback you have.

Finally we would like to assure you that the members take their responsibilities seriously to ensure your LPC remains fit for the future, able to continue and sustain the effort to engage and influence on your behalf keeping pharmacy firmly in the picture everywhere. If any of you want to see what the LPC is about, you are welcome to join us at an LPC meeting with prior arrangement with myself in order to manage the logistics.

On behalf of the LPC, I wish you and your team all the very best for the rest of this year

Rekha Shah

Rekha Shah, CEO

Kensington, Chelsea and Westminster LPC

Members (Current)

(Chief Executive Officer: Rekha Shah MRPharmS)

Yogin Patel MRPharmS

Independent Contractor

Chairman

Baywood Chemists

239 Westbourne Grove

London W11 2SE

ymp@talk21.com

Amish Patel MRPharmS

Independent Contractor

Vice Chair

Member of the Market Entry, PNA
and EPS & IM&T Sub-Groups

Stickland Chemist

4 – 6 The Arcade

South Kensington Tube Station

London SW7 2NA

amishpatelkcwllpc@hotmail.com

Anar Tejani MRPharmS

Independent Contractor

Treasurer and Chair of

Finance & Audit Committee

Member of the Market Entry and PNA Sub-Groups

Portmans Pharmacy

93 – 95 Tachbrook Street

London SW1V 2QA

anar.tejani@nhs.net

Beneeta Shah MRpharmS

Company Chemists Association

Finance & Audit Committee

Member of the Market Entry and PNA Sub-Groups

Pharmacy London Vaccn Group

Boots The Chemists

South Divisional Office

14 Blacklands Terrace

Chelsea SW3 2SP

Beneeta.shah@boots.co.uk

Shiraz Mohammed

Independent Contractor

Finance & Audit Committee

Member of the Market Entry,

EPS & IM&T and PNA Sub-Groups

Market Chemist

91 - 93 Church Street

London NW8 8EU

shirazmohamed@nhs.net

Priti Chohan MRPharmS

Independent Contractor

Member of PNA Sub-Group

Nashi Pharmacy

55 Westbourne Grove

London W2 4UA

Priti_chohan@yahoo.co.uk

Ronak Patel MRPharmS

Independent Contractor

Member of the PNA

and EPS & IM&T Sub-Groups

Apek Pharmacy

107 Praed Street

London W2 1NT

ronak2006@hotmail.com

NB: We have one vacancy for a CCA representative at present

KCW LPC Office:

Rekha Shah MRPharmS

Chief Executive Officer

Kensington Chelsea & Westminster LPC

07958 641669 / 020 8909 9439

Kcw.lpc@gmail.com / rekhashahkcwlpc@aol.com

KCW LPC Meetings Attendance Record 2016 – 2017

2016/2017

LPC Member Name	Attendance from possible meetings apart from AGM
Yogin Patel	9 of 9
Amish Patel	7 of 9
Anar Tejani	9 of 9
Beneeta Shah	6 of 9
Martin Brown	5 of 9
Shiraz Mohammed	8 of 9
Priti Chohan	6 of 9
Ronak Patel	8 of 9

In Attendance:	
Rekha Shah CEO, KCW LPC	9 of 9
Stuart Brown	Admin – Minutes

Note that the above attendance record does not include all the meetings held by conference call / online etc

**KENSINGTON, CHELSEA AND WESTMINSTER
LOCAL PHARMACEUTICAL COMMITTEE
FINANCIAL ACCOUNTS
FOR
31ST MARCH 2017**

AEQUITAS

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

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

FINANCIAL ACCOUNTS

YEAR ENDED 31ST MARCH 2017

CONTENTS	PAGE
Independent auditors' report to the member of KCWLPC	1
Income and expenditure account	3
Balance sheet	4
Notes to the financial accounts	5

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF KCWLPC

YEAR ENDED 31ST MARCH 2017

To the members of the Kensington, Chelsea & Westminster Local Pharmaceutical Committee ('KCWLPC')

We have audited the financial statements which have been prepared under the accounting policies set out in Note 1.

This report is solely made to the members of the Committee. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's report and for no other purposes.

To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the KCWLPC and the auditors

The KCWLPC have decided to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the committee and of the income and expenditure of the committee for the period. In preparing those financial statements the KCWLPC members are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the committee will continue in operation.

The committee members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the committee. They are also responsible for safeguarding the assets of the committee and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

As described above, the committee members are responsible for the preparation of the financial statements in accordance with United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

It is our responsibility to audit the financial statement in accordance with relevant regulatory requirements and International Standards on Auditing (UK and Ireland).

It is also our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF KCWLPC

YEAR ENDED 31ST MARCH 2017

Basis of opinion

We conducted our audit in accordance with International Standards of Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes an examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates of judgements made by the committee members in the preparation of the financial statements, and of whether the accounting policies are appropriate to the committee's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the financial statement.

Opinion

In our opinion the financial statements give a true and fair view of the state of the committee's affairs, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, as at 31 March 2017 and of its income and expenditure for the year then ended have been properly prepared from the accounting records of the KCWLPC.

Elthorne Gate
64 High Street
Pinner
Middlesex
HA5 5QA

9th October 2017

MR PANKAJ PATEL (Senior
Statutory Auditor)
For and on behalf of
Aequitas
Chartered Accountants

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31ST MARCH 2017

	2017		2016	
	£	£	£	£
TURNOVER				
INCOME				
Statutory levies		119,999		120,002
Bank interest receivable		84		89
		<u>120,083</u>		<u>120,091</u>
EXPENDITURE				
PSNC levy	23,015		17,044	
London LPC Forum levies	5,544		4,690	
Salaries	55,692		55,075	
Employer national insurance contributions	3,565		4,480	
Employer pension contributions	65		-	
Travelling expense	3,027		1,960	
Conference, seminar and meeting expenses	7,328		4,329	
Telephone	1,281		1,351	
Clerical / Administration support cost	3,405		3,170	
Displacement cost	3,840		4,160	
Printing, stationery and postage	131		137	
Legal and professional fees	202		747	
Accountancy fees	870		780	
Audit fee	2,860		2,800	
Consultancy fee	15,022		-	
Depreciation	493		660	
Bank charges	112		121	
Corporation tax charge	17		18	
		<u>126,469</u>		<u>101,522</u>
(SHORTFALL IN)/SURPLUS OF INCOME OVER EXPENDITURE		<u>(6,386)</u>		<u>18,569</u>

The notes on pages 5 to 6 form part of these financial accounts.

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

BALANCE SHEET

31ST MARCH 2017

	2017		2016	
	£	£	£	£
FIXED ASSETS				
Tangible assets (Note 2)		1,484		1,977
CURRENT ASSETS				
Trade debtors	10,000		10,000	
Cash at bank	99,442		94,263	
	<u>109,442</u>		<u>104,263</u>	
CURRENT LIABILITIES (Note 3)	14,685		3,613	
NET CURRENT ASSETS		<u>94,757</u>		<u>100,650</u>
NET ASSETS		<u>96,241</u>		<u>102,627</u>
FINANCED BY:				
CAPITAL ACCOUNT (Note 4)		<u>96,241</u>		<u>102,627</u>

COMMITTEE'S APPROVAL OF FINANCIAL ACCOUNTS

We approve these financial accounts for the year ended 31st March 2017 set out on pages 3 to 6 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 YM PATEL
Chairman

9th October 2017

The notes on pages 5 to 6 form part of these financial accounts.

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

NOTES TO THE FINANCIAL ACCOUNTS

YEAR ENDED 31ST MARCH 2017

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:

Software Costs	-	25% reducing balance
Office Equipment	-	25% reducing balance

2. TANGIBLE FIXED ASSETS

	Software Costs £	Office Equipment £	Total £
COST			
At 1st April 2016 and 31st March 2017	<u>5,640</u>	<u>21,038</u>	<u>26,678</u>
DEPRECIATION			
At 1st April 2016	5,369	19,332	24,701
Charge for the year	67	426	493
At 31st March 2017	<u>5,436</u>	<u>19,758</u>	<u>25,194</u>
NET BOOK VALUE			
At 31st March 2017	<u>204</u>	<u>1,280</u>	<u>1,484</u>
At 31st March 2016	<u>271</u>	<u>1,706</u>	<u>1,977</u>

KENSINGTON, CHELSEA AND WESTMINSTER LOCAL PHARMACEUTICAL COMMITTEE

NOTES TO THE FINANCIAL ACCOUNTS

YEAR ENDED 31ST MARCH 2017

3. CURRENT LIABILITIES

	2017	2016
	£	£
Trade creditors	5,626	-
PAYE and social security	1,765	-
Other creditors	3,564	33
Accrued expenses	3,730	3,580
	<u>14,685</u>	<u>3,613</u>

4. CAPITAL ACCOUNT - KCWLPC

	2017	2016
	£	£
Balance brought forward	102,627	84,058
Net (deficit)/surplus for the year	(6,386)	18,569
Balance carried forward	<u>96,241</u>	<u>102,627</u>

1