

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

MOVING FORWARD ANNUAL REPORT 1 APRIL 2017 TO 31 MARCH 2018

“The LPC has played a pivotal role in leading and contributing to the developments of the STP medicines optimisation workstream. Community pharmacy is recognised as a priority service of care that is fundamental to the future locality and neighbourhood models of care emerging in the STP to improve the health of the local population.”

Alison Gilbert BPharm MRPharmS
*Director of Delivery and Partnerships
Hertfordshire and West Essex
Sustainability and Transformation
Partnership (STP) PMO*

“Herts LPC is an extremely hard working LPC that really assists all the community pharmacies within its area. From important updates that are sent weekly in an email blast, to assistance with clinical governance and NHS England issues, Herts LPC is a true back bone for our pharmacies.”

Sahil Malde
*Cheshunt Pharmacy, Croft Chemist,
Bedwell Pharmacy*





HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

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“Through the continued commissioning of key services like sexual health and smoking cessation within community pharmacy for the long-term benefit of healthy communities, Public Health Hertfordshire has worked actively with Hertfordshire LPC. I am an advocate of community pharmacy becoming an integrated part of the health and care system to improve and protect the health of our Hertfordshire residents. The LPC has an active representative on the STP prevention work stream and I look forward to continuing to work collaboratively with Hertfordshire LPC in the future.”

Jim McManus

Director of Public Health, Hertfordshire County Council



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

Introduction and Executive Summary

What is the LPC?

Hertfordshire Local Pharmaceutical Committee (LPC) is the statutory body representing community pharmacy contractors within the geographical area of the Hertfordshire Health and Wellbeing Board. It is our vision at the LPC for community pharmacies to become an integral and equal partner in the health and care landscape for the benefit of patients and the public. It is our mission to represent and support community pharmacy contractors and their staff to work locally as one unified team that supports the best possible outcomes for patients and the public.

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. To find out more about your LPC or to discuss how, as a pharmacist or as a pharmacy team member, you may be able to assist or join the LPC, please contact the LPC office (<http://www.hertslpc.org.uk/about-us/contact-us/>).

LPC Finances

Hertfordshire LPC remains committed to give value for money for the levy the contractors contribute to its funds. Hertfordshire LPC is funded by you to support you and we would welcome you to report to us any activities which aid or deviate from this.

The LPC would like to remind all pharmacy contractors that there has been **no** levy increase in ten years. In 2008 the levy was increased from 10p for every £100 of Net Ingredient Cost to 14p for every £100 of NIC. In 2018 the LPC is still funded at 14p for every £100 of NIC.

The LPC holds some cash reserves and recognises the continuing financial strain on contractors so we will not be increasing the levy for contractors in 2018/19. The LPC reviews the levy on an annual basis and works to an LPC budget each year that is shared with NHS England. The LPC uses this information so the levy can be set at the right level and changed where necessary to deliver the best support it can for its local contractors.

Acknowledgements

The LPC remains truly representative of all our contractors in Hertfordshire and we would like to thank all the Committee for their hard work. We would particularly like to thank those LPC members that left us during 2017-18:

- Ingrid Cruickshank joined the LPC in November 1990 and left in March 2018
- Hitesh Dodhia joined the LPC in January 2003 and left in March 2018
- Garry Michaels joined the LPC in January 2003 and left in March 2018
- Diviya Shah joined the LPC in November 2002 and left in May 2017
- Deepak Agrawal joined the LPC in January 2014 and left in June 2017
- Lewis Smart joined the LPC in July 2016 and left in June 2017
- Tobi Akindele joined the LPC in July 2017 and left in March 2018
- Rob Stewart joined the LPC in June 2017 and left in September 2017



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We were sorry to see these members leave and would like to thank them for all the support, commitment and contribution that they have given to the LPC as a member and hope we will continue to work with them in the future.

In the last year your LPC has continued to consolidate and sharpen its functionality with Helen Musson as Executive Officer supported by Jeanette Edwards (Implementation Manager), Sara Norwood (Office Coordinator) and Sally Hutcherson (Administrative Assistant). We would like to acknowledge and thank the LPC office team for their dedication and hard work through the year.

Ingrid Cruickshank joined Hertfordshire LPC in February 2018 as Deputy Executive Officer to support Helen in her secondment to PSNC as Joint Head of Service Development (maternity leave cover) two days a week from October 2017.

Achievements

Hertfordshire LPC remains in a good position with regard to our relationships with other stakeholders, both health and social, and we will continue to consolidate our position as the body to contact for all matters relating to community pharmacy and raise the profile of community pharmacy as a key stakeholder.

“Our LPC has worked actively with Herts Valleys CCG leads to raise the profile of the profession and to explore opportunities for extended roles for community pharmacists.

There is cross over and discussions at various groups - with LPC members attending the CCG medicines optimisation clinical leads meeting (which is a CCG forum which makes medicines related decisions), the CCG Head of Pharmacy & Medicines Optimisation is invited to LPC and LPN meetings. In addition, all CCG and Hospital heads of service, along with LPC representatives attend an STP wide medicines optimisation group which meets monthly. This group is exploring some innovative projects aimed at improving communication at hospital transfer and ensuring that medicines are discussed with patients using the "open the bag" scheme - with the ultimate aims of better communication, reducing waste and improving patient's understanding about their medicines.

In Herts Valleys CCG a number of pilots have been undertaken of extended pharmacist roles, most of which are in the evaluation stage. A Monitored Dosage Systems audit was completed by many community pharmacies adding to our wealth of information locally about this tricky issue. Our LPC is trying hard to actively engage with Herts Valleys CCG leads and we look forward to reviewing the evidence generated from the pilot projects started this financial year. We plan to continue to work collaboratively and in innovative ways in the coming year.”

Sarah Crotty
Head of P&MO team Herts Valleys CCG

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It has been a busy year and your LPC has attended meetings on your behalf over the course of this year to ensure that community pharmacy is represented, within both the health and social economy, at a number of different events as well as engaging with contractors and other stakeholders. Discussions have ranged from contractual matters; discussions with commissioners and stakeholders to optimise the use of community pharmacy in Hertfordshire, and supporting community pharmacies on a range of issues.

The Executive Officers' reports presented to the committee outlining meeting engagement and activity are available on the LPC website (<http://hertslpc.org.uk/about-us/lpc-committee/lpc-meetings/>). Some of our most notable achievements in the last year is the implementation of pilot projects in [diabetes](#) and community pharmacy in general practice. We have continued to work as a key part to the Sustainability and Transformation Plan (STP) medicines optimisation work stream that has been instrumental in delivering the implementation of the [Electronic Medicines Optimisation Pathway](#).



"I am really enthusiastic about the new EMOP. I attended the introductory session which was very helpful, and am pleased to say we have now had our first referral. I can see this as being a real step forward in patient safety, especially for the most vulnerable of our patients."

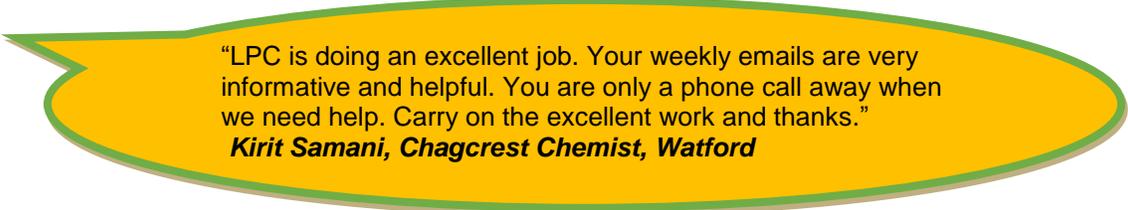
Sarah Peacock, Boots, Letchworth

We look forward to further outcomes in the next year. A full list of our achievements is outlined starting on page 11.

The Future

Community pharmacy has continued to have a difficult year with the significant impact of the funding cut and continuing [NHS medicines supply issues](#) for community pharmacies.

The LPC has a huge amount of knowledge and expertise and we are here to support you so please ensure you use us. We are here to help you succeed.



"LPC is doing an excellent job. Your weekly emails are very informative and helpful. You are only a phone call away when we need help. Carry on the excellent work and thanks."

Kirit Samani, Chagcrest Chemist, Watford



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We need you to focus on the delivery of quality essential services to patients along with advanced services and local commissioned services. This will continue to demonstrate community pharmacies value as an integral part of the health and social care team.

We need your help to accumulate local evidence to present to other stakeholders. Where you experience any local issues or have examples of good practice please do contact us (info@hertslpc.org.uk) so we can be aware of these issues, support you through any difficulties or promote the value of community pharmacy. All information shared with the LPC office is kept strictly confidential and will only be shared with your permission.

We need you to get involved today by continuing to review how you can deliver local and national services more effectively and to engage with your local community to help them understand what their community pharmacy can do for them.

A handwritten signature in black ink, appearing to be 'G Mehta'.

Girish Mehta
Chair



A handwritten signature in black ink, appearing to be 'H Musson'.

Helen Musson
Executive Officer



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

Impact and Value

Committee Update

The committee (as elected in March 2014) consists of 14 representatives, 8 elected by independent contractors and 6 appointed by the Company Chemists Association.

Name	Representative	Attendance at LPC meetings	Expenses Paid (for additional meetings over and above LPC meetings)
Girish Mehta (Chair)	Independent	4/5	£1809.98*
Ingrid Cruickshank (Vice Chair)	CCA – Lloyds	4/5	£300*
Karsan Chandegra (Treasurer)	Independent	5/5	£625*
Tobi Akindele <i>(joined July 2017)</i>	CCA - Lloyds	2.5/4	£212.45
Nilesh Bathia	Independent	4/5	£0
Hitesh Dodhia	Independent	3/5	£711
Rizwan Majid <i>(joined June 2017)</i>	CCA - Well	4/4	£0
Garry Michaels	Independent	5/5	£1050
Vinesh Naidoo <i>(joined November 2017)</i>	CCA - Boots	2/2	£0
Parag Oza	CCA – Boots	4.5/5	£450
Raj Patel	Independent	4/5	£0
Graham Phillips	Independent	2.5/5	£50
Rachel Solanki	Independent	5/5	£2575
Rob Stewart <i>(joined July 2017 and departed September 2017)</i>	CCA - Boots	0/2	£0
Roy Winograd (Contracts Lead)	CCA – Superdrug	5/5	£450*

*Does not include honoraria paid to officers which is outlined separately on the finance annual statement.



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The Executive Officer incurred annual expenses of £1766.71 and other staff within the LPC office incurred annual expenses of £1077.40.

LPC Elections Update

The term of office of the members of the LPC expired on 31 March 2018. In 2017-18 the committee agreed to reduce its size from 14 to 13 members due to changes in the committee representation that now means the Association of Independent Multiple Pharmacies (AIMp) has one place. By changing to 13 members we feel that this better mirrors the representation of contractors across the Hertfordshire area.

The LPC held new member elections for independents and CCA and AIMp nominations were considered in January 2018. Following the LPC elections and nomination process, the names of the newly elected committee were announced in the LPC e-news on 9 March 2018:

Independent Representatives - seven places

- Nilesh Bathia
- Karsan Chandegra
- Girish Mehta
- Raj Patel
- Graham Phillips
- Purvi Smart
- Rachel Solanki

Eight nominations were received for the seven places and Krishma Patel was not elected. 45 contractor votes of the 140 independent contractors eligible to vote were received which was a 32% response rate.

Company Chemist's Association (CCA) – five places

- Matt Bristow CCA – Lloyds
- Rizwan Majid CCA – Well
- Vinesh Naidoo CCA – Boots
- Parag Oza CCA – Boots
- Roy Winograd CCA – Superdrug

Association of Independent Multiple pharmacies (AIMp) – one place

- Suraj Varia AIMp – Jade

The new members took up their posts on 1 April 2018. Information on current LPC members is available on the [LPC website](#).

LPC Meetings

Five closed LPC meetings and two open LPC meetings, where local stakeholder guests were invited as well as contractors, were held in this period. Minutes from open meetings are available on our [website](#). We welcome community pharmacy representation at LPC meetings although we ask that you let us know in advance so we can ensure we have enough room space. We appreciate open meetings take place during the day when many of you are working within your pharmacy but we look forward to welcoming you should you wish to be present.

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Contractor Events

The LPC supported seventeen contractor events in 2017/18 as outlined in the table below.

Date	Event Topic	No. of Attendees
23 April 2017	Healthy Living Pharmacy Leadership	59
25 April 2017	Dementia Friends	25
26 April 2017	Safeguarding Children and Vulnerable Adults	32
16 May 2017	Healthy Living Pharmacy Leadership	38
27 June 2017	Healthy Living Pharmacy Leadership	35
6 July 2017	Stevenage GP/Pharmacist Collaborative	11
18 September 2017	AGM: Facing new challenges and meeting quality payments	37
10 October 2017	Safeguarding	15
23 October 2017	Asthma Inhaler Technique	12
6 November 2017	Asthma Inhaler Technique	13
9 November 2017	Healthy Living Pharmacy Leadership	25
20 November 2017	NUMSAS	67
10 January 2018	Alcohol Identification and Brief Advice	22
16 January 2018	Diabetes Pilot in St Albans and Harpenden	23
14 March 2018	Electronic Medicines Optimisation Pathway (EMOP)	19
19 March 2018	Electronic Medicines Optimisation Pathway (EMOP)	26
21 March 2018	Managing Risk in Self Care: Spotting "Red Flag" Symptoms	46
Total		505

"Hertfordshire LPC ran a great NUMSAS engagement evening for pharmacists to explain the service, discuss how it works and ask questions. Various scenarios were worked through to bring it to life. It was a really effective evening which included the HUC team. Herts LPC have been very supportive of all projects funded by the Pharmacy Integration Fund and this can be seen by the participation from their contractors."

Jackie Buxton

Community Pharmacy Integration Lead – Midlands and East, NHS England

The LPC also helped to promote and work with key partners to support the following events locally from April 2017 to March 2018:

- Surviving and Thriving in the Future in conjunction with the University of Hertfordshire
- CPPE Diabetes Focal Point
- CPPE inhaler technique review
- Public Health Sexual Health PGD Master Classes
- Naloxone Take Home Training
- Varenicline PGD Training
- CPPE What's new in the BNF for Pre-Reg
- CPPE Confidence in Consultation Skills

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The LPC has also ensured visibility at key local conferences and events along with promoting local events for the benefit of local pharmacies.

“CPPE East of England team have worked together with Hertfordshire LPC to plan and prioritise what CPPE events to run in the area to support local training needs. This included supporting the Community Pharmacy Quality Payment scheme with running workshops on Safeguarding children and vulnerable adults and inhaler technique in 2017. We also collaborated with the LPC and Public Health team in running an Alcohol identification and brief advice workshop to support the local Public Health campaign on Dry January. In addition in 2018 the LPC commissioned CPPE to assist in the development of some additional training for community pharmacists in managing consultations around minor illnesses to help identify red flag symptoms associated with headaches, fever and eye conditions. CPPE also supported some recent training for Healthy Living Champions around safeguarding children and vulnerable adults. CPPE looks forward to continuing with the good working relationship with the LPC going forward in 2018-2019.”

Zara Mehra, Regional Tutor, East of England Team

Other comments from our stakeholders:

“We have been pleased to have the Herts LPC in our Flu Planning Group. There remains variation in flu uptake across the area and we hope to continue working together to address this in the 2018 flu season. Key to this will be the GP/Pharmacy engagement meetings to discuss joint working arrangements and communication to minimise the impact of seasonal flu on local populations.”

Barbara Hamill, Immunisation Manager, Public Health England working on behalf of NHS England Midlands & East

“As the local IAPT service, we work closely with other professionals to improve the service we offer our patients. In a recent project with the LPC, the Wellbeing team provided mental health assessment tools to pharmacists, enabling them to begin open conversations with patients about any mental health concerns. Pharmacists felt better equipped to tackle this sensitive issue and patients benefited from a chance to talk, and easy referral to mental health support. The LPC represents a valuable network of healthcare professionals in the heart of the community, and we plan to continue working with them to integrate physical and mental health issues more closely.”

Joanna Bawa, Watford Wellbeing Service (Improving Access to Psychological Therapies)

“At HUC, we believe in continuously improving our services and supporting our communities by providing high quality patient care. As the Integrated Urgent Care service provider for Hertfordshire, we have established strong working relationships with a multitude of stakeholders, including Herts LPC. Our collaboration with the LPC has bolstered our training offering for new starters by including pharmacy awareness sessions. We believe that working together with a range of partners benefits the wider healthcare and patient communities, eg. by raising awareness NUMSAS and community pharmacies.”

Daniela Crouch, Marketing and Communications Manager, HUC

“Representatives of the LPC have played a valued role in the multi-agency Hertfordshire Carers Planning and Partnership Group and have presented a number of ideas where pharmacists can support family carer.”

**Ted Maddex, Commissioning Manager, Integrated Community Support Team (Older People)
Hertfordshire County Council**

“It has been good to see our partnership with community pharmacies developing around helping to make sure the public know about Herts Help, the community navigators service and the support for families looking after their relatives from Carers in Herts.”

Tim Anifilogoff, Head of Community Resilience, NHSE Social Prescribing Facilitator, East of England

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Aspirations and Achievement 2017/18

In line with our visions and aspirations for 2017/18 we have achieved the following:

	Aspiration	Aim	Achievements
1.	<p>Providing information and guidance so that community pharmacy is appropriately skilled to meet the current and future context.</p> <div data-bbox="21 568 735 1185" style="border: 2px solid green; border-radius: 50%; background-color: #FFD700; padding: 10px; margin-top: 10px;"> <p>“We have been working with Ingrid Cruickshank and Helen Musson in developing a community project to address medication wastage. Both have been very proactive in coming up with ideas and their open communication has been invaluable in progressing the project. This project is a good example of partnership working.” Janice Moran Transformation Programme Manager Hertfordshire Community NHS Trust</p> </div>	<ul style="list-style-type: none"> • Hold another networking style event for the LPC AGM. • Continue to champion and facilitate contractor educational meetings at a locality level that is ideally through multi-disciplinary team meeting with other professions where appropriate. • Develop a closer working relationship with the LMC with a potential LMC/LPC member’s event to support joint professional relationships and guidance at a local level. 	<ul style="list-style-type: none"> • Delivered AGM event that focused on techniques in the workplace to promote patient safety and quality payments reminders. • Worked to support community pharmacies in localities to support meetings and local projects particularly taken forward in Hertsmere, Lower Lea Valley, Stevenage and St Albans and Harpenden <div data-bbox="1197 698 2058 1331" style="border: 2px solid green; border-radius: 50%; background-color: #FFD700; padding: 10px; margin-top: 10px;"> <p>“Hertfordshire LMC and Hertfordshire LPC continued to work together during 2017-18 on areas of common interest or concern, including the ordering and delivery of flu vaccination and the repeat management of prescriptions. The LMC values the relationship we have with the Hertfordshire LPC and hopes this will continue and flourish over the coming years as we move into different ways of working. It is more important than ever that the voice of grass-roots contractors are heard through their representative organisations.” Rachel Lea Bedfordshire and Hertfordshire LMCs</p> </div>

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2.

Being at the heart of everyday activities and issues within Hertfordshire

“As a pharmacist working in Hertfordshire; the Herts LPC have been very supportive to my father who owns an independent pharmacy in Herts. They have always been very patient and supportive with any questions he has had and advised him through countless deadlines and information provision over the course of many years. The team there are fantastic.”

**Manish Bhavsar - BSc, MPharm
Boots Rickmansworth**

- Assess readership of LPC e-news in order to target groups who do not open or read their emails from the LPC in order to support these groups better.
- Develop and implement a formal induction programme for new LPC members including mentorship and buddying along with developing an approach to supporting existing LPC members and gaining their views.
- Continue to ensure that issues can be fed into the LPC by community pharmacies and stakeholders either through the LPC office, LPC members or locality community pharmacy representatives.
- Sent 57 LPC e-newsletters to 683 subscribers to support contractors with current important topics.
- LPC subcommittee began the development of an induction programme and buddy system for all committee members.
- Continuing to respond to contractor queries and issues offering support by email, phone and face to face as necessary.
- Supported all pharmacy contractors to comply with the Community Pharmacy Patient Questionnaire (CPPQ) requirements as part of the core element of the clinical governance essential service.
- In 2017/18 an MCA audit was developed locally and completed by 85 community pharmacies.
- Supported all contractors to return submission of important contract information to NHS England along with supporting some pharmacies with NHS England visits.
- Worked closely with the Local Professional Network (LPN) to share knowledge.

“We have a long-established and good working relationship with Hertfordshire LPC. The LPC’s attendance at the LIN (Local Intelligence Network) meetings give the viewpoint from Community Pharmacies while sharing the learnings/intelligence with community pharmacies. Throughout the NUMSAS pilot (NHS Urgent Medicine Supply Advanced Service) the support Hertfordshire LPC have provided to community pharmacies as well as the training you provide to 111 gives Hertfordshire has the highest number of pharmacy NUMSAS sign ups in the Central Midlands area. Hertfordshire LPC’s attendance and active participation at the South LPN (Local Professional Network) meetings and the support/advice provided for the new symptom groups all show the joint working and collaboration with great willingness on both sides to work together. We look forward to continuing this relationship as we go forward.”

Amit Dawda Deputy CDAO, Medication Safety Officer NHS England

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<p>3.</p>	<p>To promote and be transparent about the work of the LPC by providing progress of the LPCs work on a regular basis with all community pharmacies and stakeholders in Hertfordshire</p> <div style="border: 2px solid green; border-radius: 50%; padding: 20px; background-color: #FFD700; margin: 20px 0;"> <p>“Thank you for all the invaluable work that you all do in supporting us throughout the year especially what happens behind the screen. It is so helpful to have someone just a phone call away.” Oaks Cross Pharmacy, Stevenage</p> </div>	<ul style="list-style-type: none"> • Regular communications with community pharmacy contractors and stakeholders through email, the LPC website (www.hertslpc.org.uk) and social media. • Add a survey to the LPC website for contractors to feedback on communications from the LPC. • Develop a succession plan for LPC Members and Officers that encourage contractors to be involved in the work of the LPC. • Continue to develop a regular cycle of events for contractors in Hertfordshire that is of high quality and communicated in advance. 	<ul style="list-style-type: none"> • 22,470 used the LPC website during April 2017 – March 2018; an increase of 66%. 89% of these users were new visitors while only 11% were returning visitors. The majority of users accessing the website visited the public health (health promotions campaign) either for 2016-17 which has now been removed or for 2017-18. This was followed closed by the page with information on the STP. • Continued to send weekly e-newsletter to support contractors with important topics. • Actively reporting important news items and local and national issues via Facebook (63 page followers 01.08.18) or Twitter (877 followers 01.08.18). • Developed and delivered contractors and stakeholders’ surveys. The contractor’s survey was sent to 249 contractors received 89 replies (36%) and the stakeholder’s survey sent to 74 stakeholders received 22 responses (30%). • Delivered 17 events for pharmacy teams with 505 attendees. Promoted and worked with key partners to deliver events organised for community pharmacies.
<p>4.</p>	<p>Making connections with commissioners to influence commissioning for the benefits of patients and the public</p>	<ul style="list-style-type: none"> • Support pharmacies and their teams to deliver their national contract including quality payments along with existing local and advanced commissioned services well. • Continue to showcase the best practice of community pharmacy in Hertfordshire to peers and 	<ul style="list-style-type: none"> • Supporting the implementation of NUMSAS. Encouraging all Hertfordshire pharmacies to sign up to the pilot service. As of 01.08.18 83 pharmacies are registered to offer NUMSAS and 595 interactions were delivered between May 2017 and March 2018 • Continued to be represented as part of the medicines optimisation work stream for the Sustainability and Transformation Partnership

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		<p>stakeholders.</p> <ul style="list-style-type: none"> Continue to support individual pharmacies to resolve issues. 	<p>(STP) and represented at STP prevention meetings.</p> <ul style="list-style-type: none"> Ensured representation at key STP, CCG and Public Health group meetings. Pilot projects delivered for a diabetes plus service in St Albans and Harpenden and community pharmacists in GP practice.
5.	<p>Work with other healthcare professional groups, patient groups and local political organisations to ensure that community pharmacy is delivering high quality care to patients and that the benefits of community pharmacy are optimised</p>	<ul style="list-style-type: none"> Continue to raise the profile of community pharmacy through engagement with local MPs and Councillors. Plan a replication of the Think Pharmacy event from 2015 aimed at patient groups, GPs and political organisations. Develop a regular stakeholder newsletter to keep them briefed on community pharmacy issues and showcasing good practice in Hertfordshire. 	<ul style="list-style-type: none"> Supported 15 MP visits across Hertfordshire to local pharmacies about winter health and flu vaccinations and prior to the elections of summer 2017. Received a response from Rt Hon Sir Oliver Heald QC MP in respect of concerns relating to the Pharmacy Integration Fund not reaching frontline community pharmacy and our request to all MPs to raise these concerns in Parliament. Continue to develop closer links with HealthWatch Hertfordshire who regularly attend LPC meetings.

"Healthwatch Hertfordshire sees community pharmacy as a vital partner in the delivery of quality health and social care. As we develop a county-wide integrated care system, it has the potential to make a big difference for both patients and the public. We look forward to working with community pharmacy to fulfill that potential."

Brian Gunson Director, Healthwatch Hertfordshire



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LPC Ambition and Aims

Vision

For community pharmacies to become an integral and equal partner in the health and care landscape for the benefit of patients and the public.

Mission

To represent and support community pharmacy contractors and their staff to work locally as one unified team that supports the best possible outcomes for patients and the public.

Aims

1. To promote the benefits of community pharmacy.
2. To provide leadership and development of community pharmacy to meet future challenges.
3. To support delivery of existing and new commissioned/contracted services through community pharmacies.
4. To support the viability of the community pharmacy network

These aims will be delivered in 2018/19 by focusing on the following top ten priorities for achievement;

1. STP Community Pharmacy Proposition

This will include establishing community pharmacy as a key part of the care landscape that is maximised to its full potential and integrated into key pathways with appropriate resource.

2. Community pharmacists in GP practices

This will include recognising the skill set of community pharmacists and optimising collaborative working between GP practices and community pharmacies.

3. Contractual support to contractors

This will include:

- advising individual contractors on essential services such as CPAF, CPPQ, public health campaigns, pharmaceutical waste, controlled drugs and safeguarding but also developing proactive guidance and briefings to support contractors to meet essential services; and
- continuation of the weekly e-news to advise contractors of important updates.

4. Diabetes Transformation

This will include demonstrating the value of community pharmacy support for patients with diabetes and general practice to prevent deterioration of condition.

5. Community Pharmacy Support to Care Homes

This will include establishing a working care homes model that includes community pharmacy as a key part of medicines optimisation.

6. Locality Working including provider board engagement

This will include community pharmacy represented at locality GP meetings to integrate as part of health and care system and opportunities are given to community pharmacies to support patients and the public.

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7. Supporting community pharmacy workforce and education

This will include:

- working with STP medicines optimisation group to develop a pharmacy workforce strategy;
- supporting community pharmacists and their teams to change to meet the future challenges; and
- arranging a programme of continuous professional development (CPD) events to support the learning of the pharmacist and the pharmacy teams.

8. Electronic Medicines Optimisation Pathway (EMOP)

This will include:

- successful transfer of medicine information from hospital to community pharmacy with demonstrated outcomes and benefits;
- arranging further events to support contractors in delivery; and
- supporting contractors where referrals are received.

“Eastern AHSN have been working with Hertfordshire LPC during 2018 with the rollout of the Electronic Medicines Optimisation Pathway (EMOP) at both East & North Hertfordshire NHS Foundation Trust (E&NHT) and West Hertfordshire NHS Foundation Trust (WHHT). The LPC have been critical in facilitating and managing the engagement with Community Pharmacists within Hertfordshire, as well as supporting training and general awareness raising of the programme and its benefits. The progress that has been achieved with E&NHT going live in early July and WHHT planning to go live in September would not have been possible without the support of the LPC.”

***Mark Dines-Allen | Senior Programme Consultant
Supporting Eastern Academic Health Science Network***

9. Multi-Compartment Compliance Aids (MCAs)

This will include support for MCAs where appropriate and development of how to support vulnerable persons.

10. Developing a successful LPC

This will include:

- a clear plan of how the LPC will move forward in the future for all members and LPC office staff to ensure that the LPC meets all statutory responsibilities;
- there are effective and efficient policies and procedures that support streamline working, succession planning and education and development; and
- there is clear responsibility for work streams supported by good communications/governance and there are effective meetings that use committee members and LPC office input to full value.



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Statutory Information

Contract Matters

Summary of applications for inclusion in the Pharmaceutical List from 1 April 2017 - 31 March 2018.

Type of Application <i>2013 Regulations</i>	Applications	Appeals dealt with by LPC	Decisions pending <i>(as at 18/07/17)</i>	Total granted
Offering Unforeseen Benefits	6	4	1	0
Distance Selling Pharmacy	1	0	0	1
Relocation/No Significant Change Relocation	0	0	0	0
Identified Current Need	1	0	0	1
Consolidation	1	0	0	1
Total	9	4	1	3

- NB: 10 applications for change of ownership were notified to the LPC.
- NB: 1 distance selling contract was removed 27/4/17.

Roy Winograd
Contracts Lead
July 2018



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

Statement of Accounts 2017/18

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2018



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
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For Year Ended 31 March 2018

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HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
GENERAL INFORMATION
For Year Ended 31 March 2018

Chairman	G Mehta
Treasurer	K Chandegra
Executive Officer	H J Musson
Address	Weltech Centre Ridgeway Welwyn Garden City Herts AL7 2AA
Accountants	Pomroy Associates Ltd Weltech Centre Ridgeway Welwyn Garden City Herts AL7 2AA



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
CHARTERED ACCOUNTANTS REPORT
For Year Ended 31 March 2018

In accordance with our terms of engagement we have prepared for your approval the financial statements of Hertfordshire Local Pharmaceutical Committee for the year ended 31 March 2018 on pages four to six from the 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 (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to you, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Hertfordshire Local Pharmaceutical Committee and state those matters that we have agreed to state to you in this report in accordance with the guidance of ICAEW as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you for our work or for this report.

You have approved the financial statements for the year ended 31 March 2018 and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the financial statements.

Pomroy Associates Ltd
Chartered Accountants
Weltech Centre
Ridgeway
Welwyn Garden City
Herts AL7 2AA

Date.....



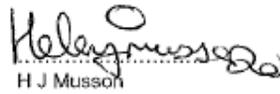
HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
CLIENT APPROVAL CERTIFICATE
For Year Ended 31 March 2018

In accordance with the terms of engagement of Pomroy Associates Ltd, we

comprise the Income and Expenditure Account, the Balance Sheet and the related notes. We acknowledge our responsibility for the financial statements, including the appropriateness of the accounting basis as set out in note 1, and for providing Pomroy Associates Ltd with all information and explanations necessary for their compilation.


K Chandegra
Treasurer


H J Musson
Executive Officer

Date... 6 AUGUST 2018



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
INCOME AND EXPENDITURE ACCOUNT
For Year Ended 31 March 2018

	2018 £	2017 £
Income relating to the period		
Levy	239,402	241,428
NHS Health Education	13,512	11,718
NHS England	4,288	
BHDA		488
CP in GP	8,400	
CPESS	4,067	33,098
Herts Valley CCG	4,004	
Event sponsorship	3,170	1,009
Event contractor contribution	238	158
Bank interest	996	1,312
Total income receivable	278,076	289,189
Direct expenses		
HLP	10,031	
CPESS	3,942	32,458
Diabetes	1,450	
Transformation Events	4,288	
CP in GP	8,400	
Total direct expenses	28,111	32,458
Gross income less direct expenses	249,965	256,731
Overheads		
PSNC levy	61,844	83,509
Chair honoraria	3,471	3,420
Vice chair honoraria	1,591	1,710
Treasurer honoraria	1,157	1,140
Contract lead honoraria	1,080	522
Executive officer salary	56,938	56,095
Staff salaries	54,731	39,664
Employers national insurance	10,941	6,210
Pension	2,178	1,200
Contractor events	2,803	16,902
LPC meeting expenses	16,592	22,308
Staff and member expenses	11,093	11,267
Rent and service charges	6,190	5,574
Light and heat	406	427
IT support and software	2,203	1,901
IT software contractor services	5,810	
Printing and stationery	1,746	6,653
Telephone and internet	868	754
Postage	2,204	1,143
Office administration	1,247	895
Staff training	1,157	508
Member training	834	630
Accountancy	2,034	1,080
Marketing	6,087	
Bank charges	50	67
Depreciation IT hardware	840	
Total expenditure	256,091	263,578
Surplus(Deficit) for the year	(6,126)	(6,847)

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HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
BALANCE SHEET
At 31 March 2018

	Note	2018 £	2017 £
Assets			
Tangible assets	4	3,360	
Debtors	5	23,755	27,069
Cash at bank		200,479	227,588
		<u>227,595</u>	<u>254,657</u>
Liabilities			
Creditors	6	(12,440)	(33,189)
Net assets		<u>215,154</u>	<u>221,469</u>
Reserves			
General reserves	7	215,154	221,468
Balance at 31 March 2016		<u>215,154</u>	<u>221,468</u>
		0	



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
 NOTES TO THE ACCOUNTS
 For the year ended 31 March 2018

1 Account policies

The accounts have been prepared in accordance with generally accepted accounting practice.

2 Overheads

Overhead expenses include a contribution from the Bedfordshire Local Pharmaceutical Committee.

3 Tax provided on bank interest received

Corporation tax is chargeable at 19% on bank interest receivable in the year.

4 Tangible fixed assets

	IT hardware £	Totals £
Cost		
Additions	4,200	4,200
At 31 March 2018	4,200	4,200
Depreciation		
Charge for period	840	840
At 31 March 2018	840	840
Net book value		
At 31 March 2018	3,360	3,360

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life
 IT hardware - 20% on cost

	2018 £	2017 £
5 Debtors		
Trade debtors	21,403	26,087
Prepayments	2,352	982
	23,755	27,069

	2018 £	2017 £
6 Creditors		
Trade creditors	2,980	7,291
Other creditors and accruals	3,055	22,583
Social security and other taxes	6,405	3,315
	12,440	33,189



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE
NOTES TO THE ACCOUNTS
For the year ended 31 March 2018

7 Reserves

General reserve	2018 £	2017 £
Income and expenditure account	(6,126)	(6,847)
Provision for Corporation Tax	(189)	(262)
	<u>(6,314)</u>	<u>(7,109)</u>
Balance brought forward	221,468	228,577
Balance carried forward	<u>215,154</u>	<u>221,468</u>



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

Accompanying Notes

The net income received by the LPC for year ending March 2018 was £249,965 compared with £256,731 for year ending March 2017. The LPCs levy decreased from £241,426 in 2016/17 to £239,402 in 2017/18 - a decrease of £2,024 (0.84%). This could be attributed to the pharmacy funding cuts by DH.

The LPC brought in an additional £34,271 from NHS Health Education, NHS England, CP (Community Pharmacist) in GP Surgery Herts Valley CCG and CPESS - the majority of which went on HLP, Diabetes, Transformation Events, CP in GP and CPESS delivery. An additional £3,408 was received from event sponsorship and event contribution from contractors in order to support contractor events.

Net expenses for the same period ending March 2018 was £256,091 compared with £263,578 for the year ending March 2017. An excess in expenditure over income along with a decreased levy has resulted in a deficit of £6,126.

The LPC has kept a tight control in administrative costs over the year reviewing a number of its office contracts in order to maximise efficiency. The increase in expenditure is also contributed by IT software contractor services of £5,810 and marketing of £6,087.

The main source of income for Herts LPC is contractor's Levy which has remained unchanged for the last ten years at 14p for every £100 of net ingredient cost.

By using Sage One accounting programme we are able to produce accurate financial reports regularly to committee meetings.

For the year ending March 2018, the LPC had healthy reserves of £207,641 when it is only recommended by PSNC to keep six months reserve of LPC expenditure which is currently predicted to be £162,345 for 2018/19. This means that in 2018/19 the LPC has additional funds available of £45,296.

I would like to thank all the office staff and Executive Officer for their support during the year.

If you have any queries about the financial report, please do contact me siyaramkarsan@gmail.com

Karsan Chandegra
LPC Treasurer
August 2018