

Annual Report and Financial Statements

2023 - 2024

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Derbyshire LPC

Officers 2023/24

Chair: Andrea Smith

Vice Chair: David Evans

Treasurer: Darryl Dethick

Chief Officer: Nick Hunter

Engagement Lead: Amanda Alamanos

Services Lead: Chris Kerry

Business Support Officer: Alison Ellis

Support Officer: Katherine Newman

Links to contact details: [Contacts – Derbyshire LPC \(cpderbyshire.org.uk\)](https://cpderbyshire.org.uk)

The Committee shall be the “Derbyshire Local Pharmaceutical Committee” (as required by the NHS Act 2006) and known as ‘Community Pharmacy Derbyshire’

Welcome & Overview, Andrea Smith, Chair

Welcome to the Annual Report for Community Pharmacy Derbyshire. It has been a year of change with the new services being commissioned via community pharmacy and additional funding secured to support these. However, as you will know, this additional funding did not address the main issues of the Community Pharmacy Contractual Framework and we continue to hear of contractors operating at a loss and making very difficult decisions to close premises.

Medicines availability and supply remains an issue, causing issues across all sectors of healthcare, proving time consuming and costly to acquire with many contractors telling us they are often dispensing at a loss. Contractors are urged to continue to flag these issues to us and CPE via their report tool to support local discussions and national negotiations.

Our committee continues to meet bi-monthly with very full agendas. These are regularly attended by ICB colleagues and more recently we have secured regular attendance from the Chair of the LMC.

Following the announcement of the Pharmacy First Services, CP Derbyshire organised and ran, in conjunction with CP Nottinghamshire, two information evenings to support the implementation and delivery of the service from February 2024. These were very well attended by contractors and their wider teams and the feedback was very positive. A further engagement evening is planned for September 2024.

Through our expanded Operations Team using funding obtained from NHSE, we are working better and more closely with our ICB colleagues and wider stakeholders, with representation from CP Derbyshire on the Sexual Health Alliance Board, Drug & Alcohol Related Deaths Board, Vaccination Operations Group, IPMO Leadership Board and Pharmacy Cell amongst others. Additionally, our Engagement Lead was recently asked to become a voting member of the Derbyshire Health & Wellbeing Board to ensure community pharmacy has a voice in this strategic decision-making arena.

I wanted to thank the support team who work tirelessly to bring clear information, up to date website and hands on support for you.

The end of 2023 very sadly saw the passing away of our support officer Katherine Newman. Katherine joined Derbyshire LPC back in March 2016, and was a valuable member of the committee and good friend to those that had the pleasure of working alongside her. She is greatly missed.

I have sadly made the decision to stand down as Chair of the committee from July 2024, which has now passed to David Evans. I will take up the role as Vice-Chair and continue to support the committee and Derbyshire contractors in any way I can.



Report on our Activities

Nick Hunter

Chief Officer

Support:

This year has continued to be intense and with the announcement of Pharmacy First in November 2023 we reviewed our priorities to focus on Pharmacy First, Hypertension Case Finding and Pharmacy Contraception Service. To support contractors and their teams we ran two implementation events in January ahead of the service launch. These were well attended, and we are planning a follow up event in September 2024 to further support engagement and development in readiness for the increasing activity thresholds.

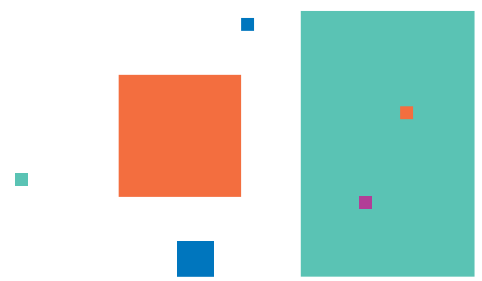
We undertook a major review of our comms and engagement and using NHSE finding now have Amanda as a full-time engagement lead and Kirsten as a comms and marketing consultant in the CPD team. Together with Alison as business support they have completely revamped our digital presence by overhauling and rebranding our website, newsletter and social media feeds. These are all updated frequently and provide contractors and their teams different ways to receive updates from the LPC according to their preferences. We also now provide content for the ICB Primary Care Bulletin and advise the ICB comms team on matters relating to community pharmacy.

Our Services Lead has developed and undertaken a schedule of visits to pharmacies to meet with their teams, support delivery of services and take feedback to committee. Additionally, the operations team has specifically visited all Glossop pharmacies following the NHS ICB boundary changes to ensure that they are sighted on and included in all Derbyshire services.

We are always looking for input from Contractors and pharmacy teams and would welcome your feedback and views.

Support for locally commissioned services:

Meetings have taken place with both City and County public health commissioners regarding service fees and future review and negotiations with fees. We have supported Derbyshire County Council in the launch



of a new Take Home Naloxone (THN) Service for community pharmacy, managing to secure a very favourable establishment fee and item of service. We have supported the development of the latest Sexual Health strategies across Derby and Derbyshire and are working on development of new chlamydia testing service in community pharmacy across the system.

Unfortunately, we have yet to secure a decision on the future of the Acute Bacterial Conjunctivitis and Infected Eczema extended care services but will continue to push the system and the EM Contracting Team on a resolution. We are also taking part in a review of the local End of Life (Palliative Care) Service alongside contracting and ICB colleagues.

Relationships:

Key relationships in place with ICB Medicines Optimisation and Primary Care Teams including monthly face to face meetings in place to discuss community pharmacy and ICB concerns. Standing invite to all committee meetings for the LMC Chair, ICB Chief Pharmacist and Community Pharmacy Clinical Lead. We also meet periodically as a group of LPCs across the Midlands to share ideas and to meet with CPE twice a year. We continue our work with Healthwatch and support them to respond to public queries in collaboration with ICB colleagues.

Representation:

We have representation on all workstreams to support the pharmacy elements of the ICB priorities. We have developed links with Healthwatch colleagues and more recently joined the Derbyshire Health & Wellbeing Board. I attend bi-weekly CLOT meetings with CPE to report on issues effecting East Midlands contractors. We are a member of the ICB IPMO Leadership Board and additionally the NHSE Midlands Community Pharmacy Communications and Data Dashboard development groups.

The Future

We constantly review our strategy and priorities – not least because of changes in opportunities or threats from the ever-evolving NHS commissioning environment.

During 24/25, CP Derbyshire will work to deliver the aims of its strategy. [2425-CPD-Strategic-Priorities-FINAL.pdf \(cpderbyshire.org.uk\)](#)

We would like to thank our outgoing Chair, Andrea Smith, who has stepped down in July 2024. We welcome our new Chair – David Evans, who previously held the position of Vice-Chair. Andrea will now take up the Vice-Chair role and Darryl Dethick continues in his role as Treasurer. Please see our website for further details on our committee representation.

Thanks also to the CPD ops team for their often behind the scenes work, and the Committee Members who volunteer their time – together we will continue to work closely with the ICB and all commissioners of community pharmacy services to represent and support contractors and their teams to ensure a better future for community pharmacy across Derbyshire.

DERBYSHIRE LPC

Governance, structure and management 2024



- Responsibilities of Committee Members in finance report
- Meetings of the Committee in 2023/24

16th May 2023

18th July 2023

21st September 2023

21st November 2023

11th January 2024

12th March 2024

- Governance Documentation

The Governance Framework 2024 and Code of Conduct 2024 can be found on the following link

[Constitution and Governance – Derbyshire LPC \(cpderbyshire.org.uk\)](https://cpderbyshire.org.uk/constitution-and-governance-2024)

DERBYSHIRE LPC

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024



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Accountants (or Auditors)

Coalesco Accountants Limited
156 Russell Drive,
Wollaton,
Nottingham,
NG8 2BE

Report of the Committee Members

Year ended 31 March 2024

Principal Activities

DERBYSHIRE LPC is a Local Pharmaceutical Committee ("LPC") acting in the role of a local NHS representative organisations.

The strategy of the committee, around the four key pillars of Develop, Integrate, Communicate and Protect is built to ensure we continue to work with all other NHS organisations and bodies in the best interest of contractors and the general public.

The Committee

DERBYSHIRE LPC is an association whose functions and procedures are set out in our Constitution.

During the year ended 31 March 2024 DERBYSHIRE LPC had the 12 members on its main committee. The 12 members were as follows:

Andrea Smith (Chair)	David Evans (Vice Chair)
Darryl Dethick	Ben Eaton
Nitin Lakhani	Matthew Hind
Lindsey Fairbrother	Yasir Pirmohamed
David Holmes	Bethan Chamberlain
Amanda Kelly	Khuram Ahmad

Full details of these members can be found on the DERBYSHIRE LPC website

www.cpderbyshire.org.uk/about-us/committee/

All members have continued to adhere to corporate governance principles adopted by the Committee and the code of conduct.

Overview

During the year the LPC has continued to deliver its core functions of local representation on behalf of community pharmacy contractors, navigating its way through the continual NHS structural changes. The committee has continued to follow the guidance of CPE, following the TAPR review and realignment of the geographical structures, including the embedding of the ICB's and other changes within the NHS. This has also included the rebranding of Derbyshire LPC into Community Pharmacy Derbyshire, and the Glossop Pharmacies joining the geographical boundary.

A significant amount of work has been done by the committee to ensure continued and ongoing support for contractors as they also navigate through the ongoing funding challenges posed by the 5-year fixed funding model. The committee have continued to work on securing additional funding for the contractors through a number of different project workstreams to support service delivery and have held several events to support this. In prior years the Committee had secured funding to help develop services, and throughout the financial year have been investing this funding into additional support for contractors. Derbyshire LPC continue to lead and support contractors and are immensely proud of the service that community pharmacy provides to the public on a daily basis.

In prior years the Committee have held a significant level of reserves in the main bank accounts, and in line with CPE guidance we have been running down these reserves by giving Levy Holidays to Contractors, therefore showing that in the financial year the overall income is lower than the total spend. The reserves held by the Committee are still more than sufficient for 6 months running of the Committee, which meets with the current guidance.

The strategy of the committee, around the four key pillars of Develop, Integrate, Communicate and Protect remains strong to ensure we continue to work with all other NHS organisations and bodies in the best interest of contractors and the general public.

DERBYSHIRE LPC

Report of the Committee Members

Year ended 31 March 2024

This report was approved by the DERBYSHIRE LPC on the 15th August 2024 and signed on its behalf by:

A Smith

 16.8.24

Chair of the Committee (2023-24)

D Dethick

 15.8.24

Treasurer

Statement of Committee Members' Responsibilities

Year ended 31 March 2024

The committee members are responsible for preparing the Report of the Committee Members and the financial statements in accordance with applicable law and regulations.

The committee members are required to prepare financial statements for each financial year. The committee members have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. The committee members must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the committee for that period.

In preparing these financial statements, the committee members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the committee will continue in operation.

The committee members are responsible for keeping adequate accounting records that are sufficient to show and explain the committee's transactions and 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.

The committee members are responsible for the maintenance and integrity of the financial information included on the committee website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The committee members confirm that so far as they are aware, there is no relevant audit information of which the committee's auditors are unaware. They have taken all the steps that they ought to have taken as committee members in order to make themselves aware of any relevant audit information and to establish that the committee's auditors are aware of that information.



Income and Expenditure Account

Year ended 31 March 2024

Profit and Loss Account for year ending 31 st March 2024	Notes	2024 £	2023 £
Turnover		209,748	189,713
Other Operating Income		-	-
Administrative Expenses		(252,787)	(167,135)
Operating (deficit) / Surplus		(43,039)	22,578
Interest Receivable		-	-
(Deficit) / surplus on ordinary activities before taxation		(43,039)	22,578
Tax on (deficit) / surplus on ordinary activities		-	-
(Deficit) / surplus for the financial year		(43,039)	22,578

DERBYSHIRE LPC

Balance Sheet

as at 31 March 2024

	Notes	2024 £	2023 £
Fixed assets			
- Tangible Assets		-	-
Current Assets			
- Debtors		-	-
- Cash at bank and in hand		303,045	418,065
Creditors: amounts falling due within one year		(124,339)	(196,319)
Net current assets		178,706	221,746
Net assets		178,706	221,746
Reserves			
- Profit and Loss account		178,706	221,746
General Fund		178,706	221,746

Notes to the Financial Statements

Year ended 31 March 2024

Accounting Policies

With the exception of some disclosures, the financial statements have been prepared in compliance with FRS 102 Section 1A and under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency and monetary amounts in these accounts are rounded to the nearest £. The financial statements present information about the committee as a single entity. The following principal accounting policies have been applied:

Income and Expenditure

Both income and expenditure are accounted for on the accruals basis. The primary source of income shown in the financial statements consists of levies from NHSBSA Contractors in respect of that period.

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that effect the amount reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.



Depreciation

Depreciation is calculated on a reducing balance basis on furniture and fittings, computer and office equipment, and motor vehicles at the following rates:

Furniture and Fittings	- 25%
Computer and Office Equipment	- 25%

Taxation

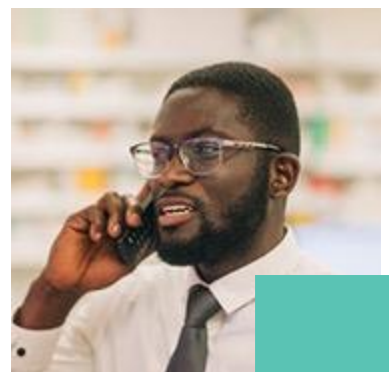
Any surplus arising from the activities of the DERBYSHIRE LPC on its non-mutual activities is subject to corporation at 19%.

Pension Costs

The amounts paid during the year are charged to the income and expenditure account.

Operating Leases

Rentals in respect of operating leases are charged to the income and expenditure account as incurred.



Notes to the Financial Statements

Year ended 31 March 2024

Accounting Policies (continued)

Financial Instruments

The committee only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like other debtors and creditors. Financial assets and liabilities are recognised when the company becomes a party to the contractual provisions of the instruments.

Investments

Investments are initially recognised at cost and are subsequently shown at market value with any changes being reflected in the Income and Expenditure account. Investments are treated as fixed assets as it is the intention of the committee to hold these as long term assets.

Debtors and creditors

Basic financial assets and liabilities, including trade debtors, other debtors and other creditors, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Such assets and liabilities are subsequently carried at amortised cost using the effective interest method, less any impairment.

Going concern

The committee members consider that there are no material uncertainties about the committee's ability to continue as a going concern. In forming their opinion, the committee members have considered a period of one year from the date of signing the financial statements.



DERBYSHIRE LPC

Independent Auditor's Report to the Committee

Members of DERBYSHIRE LPC
Year ended 31 March 2024

Other information - Continued

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Committee Members for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report on by exception

In the light of the knowledge and understanding of DERBYSHIRE LPC and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Committee Members.

We have nothing to report in respect of the following matters if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



Responsibilities of members

As explained more fully in the Statement of Committee members' responsibilities set out on page three, the members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members are responsible for assessing the committee's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members either intend to liquidate the committee or to cease operations, or have no realistic alternative but to do so.



6.1.1 Summary of Attendance and Expenses

MEMBER	CATEGORY	16.5.23	18.7.23	21.9.23	21.11.23	11.01.24	12.03.24	Total Expenses Paid
Andrea Smith (AS), Chair	AIMp	✓	✓	✓	✓	✓	✓	2604.60
Darryl Dethick (DD) Treasurer	AIMp	✓	✓	✓	✓	✓	✓	3562.47
David Evans (DE) Vice Chair	AIMp	✓	A	✓	✓	✓	✓ * Part	1657.89
Ben Eaton (BE)	AIMp	✓	✓	✓	✓	✓	✓	1030.35
Nitin Lakhani (NL)	Independent	✓	✓	A	✓	A	✓	1134.00
Matthew Hind (MH)	Independent	✓	✓	✓	✓	✓	✓	1043.70
Lindsey Fairbrother (LF)	Independent	A	A	A	✓	✓	✓	1017.20
Yasir Pirmohamed (YP)	Independent	✘	✓	✓	✓	✓	✓	1880.48
David Holmes (DH)	CCA	✓	✓	✓	✓	✓	✓	1605.09
Bethan Chamberlain (BC)	CCA	✘	✓	✓	A	✓	✓	30.60
Amanda Kelly (AK)	CCA	X	✓	A	✓	✓	✓	546.90
Khuram Ahmad (KA)	CCA	✘	✓	A	✓	✓	✓	645.00
Nick Hunter (NH), Chief Officer	Officer	✘	A	✓	✓	✓	✓	
Amanda Alamanos (AA) Engagement Lead	Officer	✘	✓	✓	✓	✓	✓	
Chris Kerry (CK) Services Lead	Officer	✓	✓	✓	✓	A	A	
Alison Ellis (AE) Business Support Officer	Minutes	✘	✘	✓	✓	✓	✓	
Katherine Newman (Support Officer)	Officer	✓	✓	✓	✘	✘	✘	

✓ = Attended A = Apologies ✘ = Not Part of Committee at Time of Meeting

6.1.2 Detailed Profit & Loss Account

Derbyshire Local Pharmaceutical Committee Detailed profit and loss account for the year ended 31 March 2024

	2024 £	2023 £
Income		
NHSBSA Contractor	129,132	170,284
DCHS Project		
PharmOutcomes	(1)	14,000
GPCPCS Income net of spend	9,469	5,429
Grant Release	71,148	-
	<u>209,748</u>	<u>189,713</u>
Cost of sales		
LPC Project	<u>-</u>	<u>-</u>
Administrative expenses		
Staff Costs		
Wages and salaries	104,676	53,625
Employer's NI	8,713	5,154
Pensions	1,182	866
Locum Fees & Expenses	15,131	15,711
	<u>129,702</u>	<u>75,356</u>
General administrative expenses:		
Telephone and internet	240	145
Postage	3	-
Stationery and printing	36	38
Insurance	500	-
Software	32,984	15,312
Travel and subsistence	5,204	1,773
Sundry expenses	406	-
	<u>39,373</u>	<u>17,268</u>
Legal and professional costs:		
Accountancy fees	1,045	1,250
Bank charges	60	60
Solicitors fees	40	743
Advertising and PR	10,932	11,352
	<u>12,077</u>	<u>13,405</u>
Meeting costs		
Refreshments	3,897	4,116
	<u>3,897</u>	<u>4,116</u>
Levies & licences		
PSNC Levy	67,738	56,990
	<u>67,738</u>	<u>56,990</u>
	<u>252,787</u>	<u>167,135</u>



LPC Contact Details

Info@cpderbyshire.co.uk



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