



Annual Report & Accounts 2022/23

Greater Manchester Local Pharmaceutical Committee

Ethical Innovative Collaborative Supportive Responsive Progressive

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Chair's Foreword

Over the past year, Contractors across Greater Manchester (GM) have worked hard to recover from the pandemic. We have come through one of the most challenging times in recent history, not only within our sector but for the world as a whole. For this, we should all be extremely proud. I firmly believe that the resilience demonstrated during this period further evidences the vital role that Community Pharmacy plays and will continue to play within the NHS landscape and the lives of patients in our communities.

As we have begun to adjust to life after the pandemic, it gives me great pleasure to see the way in which Contractors are rising to the challenge, signing up to deliver further local and national services. In order to support Contractors in these efforts, Greater Manchester Local Pharmaceutical Committee (GMLPC) organised several drop in calls throughout the year to provide an opportunity to discuss a range of topics including the GP Community Pharmacy Consultation Service (GPCPCS), Manage Your Service (MYS) Portal and Pharmacy Quality Scheme (PQS).

Announcements of the new National Common Conditions and Contraception services indicate that going forward, service delivery will become an ever-increasing part of our remit. Having observed the level of service engagement already taking place across GM, I am more than confident that our Contractors will be in a great place to adapt to these changes and engage with these new opportunities when they arrive.

The GMLPC team is however acutely aware of the unprecedented pressures you are facing and the toll that this can take on the health of your Pharmacy teams. To ensure that all Contractors have easy access to relevant

support, we have regularly cascaded wellbeing tools and offers from the Primary Care Excellence Health and Wellbeing Programme.

With the recent publication of the Review Steering Group (RSG) proposals and the Transforming Pharmacy Representation (TAPR) Programme aimed at addressing its recommendations, it is a time of great evolution for our sector. Our committee is aware of the importance of adapting our approach to Contractor support and financial planning in line with the RSG's findings. Further details can be found within our Treasurer's report.

A review was also undertaken around our ways of working to identify where further support was required. This led to the appointment of Executive Chair, Janice Perkins, who will now be taking the reins following the end of my two year term of office. I'm confident that with over 30 years' leadership experience in Community Pharmacy, Janice has precisely the right skillset to guide our team forward and empower GMLPC to provide as much support to Contractors as possible.

I'd like to end by once again thanking Contractors and Pharmacy teams for consistently providing the highest quality of care. As GMLPC chair, it has been a privilege to witness the way in which you have gone above and beyond time after time to help serve your communities.

My thanks are also extended to the GMLPC Committee members and Office Team for their tremendous efforts throughout my term.

Fin McCaul
Chair

About GMLPC

We are the statutory body representing people who provide Community Pharmacy services in Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Bolton, Trafford & Wigan in discussions and negotiations with commissioners. Commissioners have a legal duty to consult us on proposals affecting Community Pharmacy.

We were created in October 2016 after Contractors voted to merge six smaller Local Pharmaceutical Committees (LPCs). We represent all pharmacies that hold NHS contracts to provide Community Pharmacy services in our area, from large chains to small independents and online distance-selling pharmacies.

Our vision

To empower and enable Community Pharmacy to improve health in our local communities now and in the future.

Office Team: April 2022 – Present

- Luvjit Kandula - Director of Pharmacy Transformation, Chief Officer
- Rikki Smeeton - Principal Responsible Officer
- Karishma Visram - Communications and Engagement Officer

Who we are

In the year ending 31st March 2023 our Committee had 12 members who were nominated or elected to represent their sector:

- 5 independent Contractors, elected by peers
- 2 members nominated by AIMp (Association of Independent Multiple Pharmacies)
- 5 members nominated by CCA (Company Chemists Association)

We are also delighted to announce the recent appointment of Janice Perkins to the role of Executive Chair.

Our values

- Ethical
- Innovative
- Collaborative
- Supportive
- Responsive
- Progressive

- David Hogan - Office Manager
- Adrian Kuznicki - Business Support Officer

Committee membership and Meeting Attendance

The table below lists all committee members who served in 2022/23. Our committee meets on a regular basis. Meetings are held in public, and Contractors are welcome to attend the open part of the meeting if they inform us in advance.

Member	Role(s)	Service on committee	Meeting Attendance					
			April 2022	June 2022	Sept 2022	Nov 2022	Jan 2023	March 2023
Fin Mc Caul	Chair	Oct 2016 –	✓	✗	✓	✓	✓	✓
Ifti Khan /Katie Wright (as deputy stand-in)	Vice-Chair	Oct 2016 –	✓	✓	✓	✓	✓	✓
Mubasher Ali	Vice-Chair	Sep 2017 – Aug 2022	✗	✓				
Mohammed Anwar	Treasurer	Oct 2016 –	✗	✗	✓	✓	✓	✓
Peter Marks	Locality Lead	Oct 2016 –	✓	✓	✓	✓	✓	✓
Aneet Kapoor	Locality Lead	Oct 2016 –	✓	✓	✓	✗	✓	✓
Mohamed Patel	Locality Lead	Oct 2016 –	✓	✓	✓	✓	✓	✓
Helen Smith	Locality Lead	Oct 2016 –	✓	✓	✓	✓	✓	✓
Jennie Watson	Locality Lead	Oct 2016 –	✓	✓	✓	✓	✗	✓
Mujahid Al-Amin	Locality Lead	Jun 2020 – Jun 2022	✓					
Wesley Jones	Locality Lead	Nov 2022 –				✓	✓	✓
Ali Dalal	Locality Lead	July 2021 –	✓	✓	✓	✗	✓	✓
Gulamhusein Arsiwalla	Locality Lead	April 2021 – Jan 2023	✓	✓	✓	✓	✓	
Emma Hatch	Locality Lead	Nov 2022 – Jan 2023				✗	✗	
Janice Perkins	Executive Chair	March 2023 –						✓

Highlights of the Year

- **Nominated** as a finalist for the Chemist and Druggist Awards Business Innovation Category for the Novo Nordisk PenCycle recycling project which support the NHS's Net Zero agenda
- **Distribution** of Safety and Security monies to all eligible contractors in GM, via GMLPC and the Community Pharmacy Provider Board (CPPB)
- **Secured investment** for GM Care record deployment for Community Pharmacy
- **Access** to GM Mental Health and Wellbeing support
- **Expansion** of locally commissioned services
- **Uplifted fees** for services
- **Fully funded** Healthy Living Pharmacy Champion and Leadership training made available

Welcome to our Annual Report & Accounts

Beyond the COVID-19 pandemic, Contractors and Community Pharmacy teams are still facing significant financial, operational and workforce challenges. Community Pharmacists and their teams have continued to exhibit resilience and great strength during arguably the most challenging period in the history of the NHS.

Thank all for the exceptional care you have all provided to our communities and patients.

We would also like to extend thanks for your engagement with the LPC over the past year by working with us and providing vital feedback that enable us to raise the issues to the GM Integrated Care System (GM ICS), MPs, Healthwatch, NHS and Community Pharmacy England (CPE).

The LPC have provided support to enable COVID Vaccination delivery via 75+ Community Pharmacy sites in GM which is a credit to your hard work and unwavering commitment to patient care.

We continue to renew and commission new Locally Commissioned Services. There are more than 75 services across 10 localities. There is ongoing work to harmonise and standardise locally commissioned services to ensure we can optimise delivery and access. The hard work of the LPC and Pharmacy teams has led to recognition of our vital role within the GM ICS and inclusion of Community Pharmacy in strategic delivery plans.

We have worked closely with the GM ICS and NHS Regional team via CPPB to acquire funding to support Community Pharmacy Contractual Framework (CPCF) Advanced Service implementation resource and IT funding in GM

for services such as Smoking Cessation Service (SCS), Discharge Medicines Service (DMS), Hypertension Case Finding (HCF) and Community Pharmacy Consultation Service (CPCS) with 60K GP CPCS referrals completed successfully to date. There is ongoing work to drive delivery and uptake jointly with the NHS England (NHSE) programme team and other stakeholders.

The successful merger of GMLPC and Bolton LPC on 1st April 2023 has further aligned Community Pharmacy to the GM ICS to represent and develop initiatives to support transformation and integration of the sector.

We will continue to remain focussed on supporting Community Pharmacy to achieve its potential through effective representation with the GM ICS leaders and place via the CPPB and Local Professional Network (LPN) including participating in Pharmacy integration Urgent and Emergency Care (UEC) CPCS pilot and SCS pilot.

Looking ahead to the current year further opportunities to support the Independent Prescriber (IP) pathfinder, New Medicines Service (NMS) depression pilot and Early Cancer Diagnosis are progressing.

I am delighted to present this Annual Report, which summarises what we accomplished together from April 2022 to March 2023, and the priorities we are setting ourselves for 2023/24. I hope that we will continue to build our collaborative relationship for the benefit of the Community Pharmacy sector and our local communities.

Luvjit Kandula FRPharmS
Director of Pharmacy Transformation – GMLPC

Treasurer's Report

Dear Pharmacy Contractors,

I have the pleasure of presenting the GMLPC accounts for the financial year 2022/23 ending 31st March 2023.

As Treasurer of the GMLPC, I am responsible for overseeing the management of GMLPC Committee funds. I work closely with the GMLPC officers and GMLPC Board members to ensure that Contractor money is used as set out in the LPC constitution for the benefit of all our Contractors.

At the end of each financial year, the final annual accounts are submitted for audit by a registered chartered accountant (K.A Rogers) for approval at the GMLPC Annual General Meeting (AGM). After approval at the AGM a further copy of the audited accounts is sent to CPE for their records.

I would like to take this opportunity to welcome all Bolton Contractors to GMLPC's AGM. Bolton LPC merged with GMLPC as of 1st April 2023. A copy of the Bolton's accounts for 2022-2023 have previously been shared with all Contractors. These accounts have been finalised by Bolton LPC and audited by K.A Rogers.

Summary of accounts

Income derived from **levies paid** by Contractors to the LPC was **£588,001**. The total LPC **administrative and contractor support costs** for the year under review totalled **£223,522**. This is **decrease of nearly £10,000** to the previous year which was £233,059.

Over 2022/2023 the **cost of running the GMLPC was £295,159**. This excludes the total sum of **monies paid to the CPE (£174,522)**. The **closing balance** in the bank as of 31st March 2023 was **£691,713**. This money includes project money and 6-months operating costs as per CPE guidance. The **opening balance** for the year going forward on 1st April 2023 was **£740,684**, the difference in amount is due to the levy we receive from contractor levy on the 1st of every month.

In addition to our prepared accounts, the following information is provided to help clarify key points in the accounts.

- We have used a "Zero-base budgeting" approach to ensure the best value for Contractors. This has reduced our LPC administrative expenses over the year, as mentioned above, and has enabled us to scrutinise each cost.
- LPC statutory levies have remained at the same level as in the previous seven years.

- An income of £38,138 was received by CPGM Healthcare Ltd (CHL). This was a disbursement cost for work carried out by GMLPC employees to support CPPB. Work was also completed by an external contractor to help with a project set by GMLPC. CHL project cost £22,000 this was a disbursement cost; we received this money back from CHL for the work carried out.
- Salary spendings has decreased from £214,666 in 2021/2022 to £203,640 in 2022/2023. This is due to changes in staff headcount.
- Committee members' expenses have increased from £20,000 in 2021/2022 to £35,000 in 2022/2023. This increase is due to employee absences, office vacancies and committee members attending more meetings.

Levies paid by the GMLPC to CPE on behalf of Contractors totalled **£174,522**. For this financial year 2023/24, the committee has budgeted £232,362 for the CPE levy, an **increase of £37,370**. Further detail about this increase can be found below. This figure will also include all the levies received from Bolton Contractors. For 2024-2025 the CPE levy will increase by £43,513 to £275,875. Thereafter, the **levy will be set at £275,875**, and all future budgets will incorporate this cost.

The reason for this levy increase can be found on the CPE website, [TAPR Update: CPE takes initial governance, levy and influencing decisions - Community Pharmacy England \(cpe.org.uk\)](https://www.cpe.org.uk/tapr-update-cpe-takes-initial-governance-levy-and-influencing-decisions)

We are fortunate that due to effective budgeting and forward planning GMLPC has reserves to fund this levy increase. As part of my role, I will be working with the LPC committee to establish what reserves we need to maintain and how best we utilise these for the benefit of all Contractors.

LPC Governance

Committee members are required to attend the LPC meetings on a regular basis. They also attend other meetings on behalf of the LPC and Contractors. The committee operates under and complies with The Nolan Principles <https://www.gov.uk/government/publications/the-7-principles-of-public-life> and sign an annual declaration.

Members carrying out duties on behalf of Pharmacy Contractors should not be out of pocket and therefore the LPC operates a robust accountability and governance framework that is regularly monitored. Our expenses policy is routinely reviewed and updated by the LPC Finance, HR and Governance sub-group.

Mohammed Anwar

Treasurer

Please see pages 9-30 for details of the accounts

Annual Accounts

2022/23

Accounts for the period ending 31st March 2023

GREATER MANCHESTER LPC

ACCOUNTS

YEAR ENDED 31 MARCH 2023

GREATER MANCHESTER LPC

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Accountants

Proud Goulbourn
Chartered Accountant
Office 16, Hamilton Davies House
117c Liverpool Road
Cadishead
M44 5BG

GREATER MANCHESTER LPC

Report of the Committee Members

Year ended 31 March 2023

Principal Activities

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

Our goal is to enable Community Pharmacy to improve health now and in the future.

The Committee

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

During the year ended 31 March 2023 Greater Manchester LPC had 12 members on its main committee as follows:

- 5 members from CCA
- 2 members from AIMp
- 5 Independent members

Full details of these members can be found on Greater Manchester LPC website <https://greater-manchster.communitypharmacy.org.uk/>

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

Overview

For full details of the LPC's activities, please refer to the Chief Officer's and Chairman's Reports in the full Annual Report

This report was approved by the Committee on 25th July 2023 and signed on its behalf by:



.....
Fin McCaul - Chair of the Committee

GREATER MANCHESTER LPC

Statement of Committee Members' Responsibilities

Year ended 31 March 2023

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'.

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

- a) select suitable accounting policies and then apply them consistently;
- b) make judgments and accounting estimates that are reasonable and prudent;
- c) 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.

GREATER MANCHESTER LPC

Independent Examiners Report to the members of Greater Manchester LPC

Year ended 31 March 2023

I report on the accounts of the LPC for the year ended 31 March 2023 which are set out on pages 4 to 8.

RESPECTIVE RESPONSIBILITIES OF MEMBERS AND EXAMINER

The LPC members are responsible for the preparation of the accounts. The LPC members consider that an audit is not required for this year in accordance with the rules and that an independent examination is needed.

It is my responsibility to:

- examine the accounts;
- follow the procedures laid down in the rules of the LPC; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the rules of the LPC. An examination includes a review of the accounting records kept by the LPC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as members 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 accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with the rules of the LPC, and
 - to prepare accounts which accord with the accounting records and to comply with the rules of the LPChave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



K.A. ROGERS
Chartered Accountant
Office 16, Hamilton Davies House
Cadishead
Manchester M44 5BG

26th July 2023

GREATER MANCHESTER LPC**Income & Expenditure Account****Year ended 31 March 2023**

	2023	2022
	£	£
<u>Income</u>		
Statutory Levies	588,001	465,501
Sponsorship	350	2,850
CHL Income	38,138	7,150
Other Income	1,638	2,118
Total Income	<u>628,127</u>	<u>477,619</u>
<u>Expenditure</u>		
<u>Administrative Expenses</u>		
Salary	203,640	214,466
Office Rent	12,557	9,148
Water Rates	461	0
Telephone	2,088	1,342
Computer expenses & equipment	4,666	6,938
Printing, Stationery & Postage	0	-45
Travel Expenses	110	1,210
<u>PSNC Expenditure</u>		
Levy	174,522	179,472
<u>Meetings</u>		
Hire of Rooms	1,426	0
Members Expenses - LPC Meetings	35,289	19,757
AGM Costs	66	1,500
<u>Project Costs</u>		
CHL	22,003	625
PCN	0	1,440
CPPB	0	10,787
Other project costs	3,360	4,816
<u>Other Expenses</u>		
Honorarium	0	0
Accountancy Fees	1,944	1,740
HR Professional Support	5,185	3,981
Software costs	463	439
Insurance	334	311
Staff Training	0	180
Staff Recruitment	1,182	683
Sundry Expenses	35	35
Donation	350	2,800
Total Expenditure	<u>469,681</u>	<u>461,625</u>
Surplus for the Year before tax	158,446	15,994
Corporation Tax Payable	0	0
Surplus for the Year after tax	<u>158,446</u>	<u>15,994</u>

GREATER MANCHESTER LPC**Balance Sheet****Year ended 31 March 2023**

	Notes	31.3.23		31.3.22	
		£	£	£	£
Fixed Assets					
Tangible Assets			0		0
			<u>0</u>		<u>0</u>
Current Assets					
Debtors	3	31,300		31,300	
Cash at Bank		691,713		546,679	
		<u>723,013</u>		<u>577,979</u>	
Current Liabilities					
Creditors: Amounts falling due within one year	4	6,685		20,097	
		<u>6,685</u>		<u>20,097</u>	
Net Current Assets			716,328		557,882
Net Assets			<u>716,328</u>		<u>557,882</u>
Represented by:					
General fund					
Balance at 1 April 2022			557,882		541,888
Surplus for the year			158,446		15,994
Balance at 31 March 2023			<u>716,328</u>		<u>557,882</u>

These financial statements were approved by the Committee on 25th July 2023 and signed on its behalf by:



Fin McCahill - Chair of the Committee



M Anwar - LPC Treasurer

The notes on pages 9 to 11 form part of these financial statements

GREATER MANCHESTER LPC

Notes to the Financial Statements

Year ended 31 March 2023

1 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 NHSBA 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.

Taxation

Any surplus arising from the activities of the 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. Details are shown in note 6 of these accounts.

Operating Leases

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

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.

GREATER MANCHESTER LPC

Notes to the Financial Statements

Year ended 31 March 2023

1. Accounting Policies (continued)

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.

2 Employees

Staff costs consist of:	2023	2022
	£	£
Wages and salaries	182,293	192,464
Social security costs	14,847	15,027
Pension costs	6,500	6,975
	<u>203,640</u>	<u>214,466</u>

The salary of the Chief Executive Officer was £nil (2022 £nil).

The average monthly number of persons employed during the year was 5 (2022: 6).

3 Debtors

	2023	2022
	£	£
Loan - CPGM Healthcare	31,300	31,300
	<u>31,300</u>	<u>31,300</u>

GREATER MANCHESTER LPC

Notes to the Financial Statements

Year ended 31 March 2023

4 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other creditors and accruals	1,559	15,212
Other taxation and social security	5,126	4,885
	<u>6,685</u>	<u>20,097</u>

5 Pension Scheme Costs

The employer's contributions to the money purchase scheme are 3% (2022: 3%), if employees contribute 4%. The employer will pay contributions to this maximum. The total pension charge for 2023 was £6,500 (2022: £6,975).

6 Related Party Transactions

During the year the following expenses were paid to committee members:

Amount	2023	2022
	N.O of Members	N.O of Members
£0 to £10,000	9	9
£10,001 to £20,000	0	0
	<u>9</u>	<u>9</u>

BOLTON L.P.C.

ACCOUNTS

YEAR ENDED 31 MARCH 2023

BOLTON L.P.C.

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Accountants

Proud Goulbourn
Chartered Accountant
Office 16, Hamilton Davies House
117c Liverpool Road
Cadishead
M44 5BG

BOLTON L.P.C.

Report of the Committee Members

Year ended 31 March 2023

Principal Activities

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

Our goal is to support local pharmacy contractors improve the health of the Bolton population as set out in our strategy and vision.

The Committee

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

During the year ended 31 March 2023 Bolton LPC had 11 members on its main committee as follows:

Four members from Independent Contractors
Three members from Company Chemists Association
Two members from Association of Independent Multiple Pharmacies
Two members from Sykes Chemists Ltd.

A non-executive chair included above.

Full details of these members can be found on Bolton LPC website <https://psnc.org.uk/bolton-lpc/>

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

The Committee's term of office expired on 31st March 2023 and, following a vote by Contractors, representation of Bolton's pharmacies has been transferred to Greater Manchester L.P.C. as from 1st April 2023

Overview

During the year we have supported Contractors through the Covid pandemic, advised on the Pharmacy Quality Scheme and assisted with the implementation and delivery of Essential and Advanced Services.

For full details of the LPC's activities, please refer to the Chief Officer's and Chairman's Reports in the full Annual Report

BOLTON L.P.C.

Report of the Committee Members

Year ended 31 March 2023

Overview - Continued

This report was approved by the Committee on 6th June 2023 and signed on its behalf by:



.....
A Adam

Chair of the Committee

Statement of Committee Members' Responsibilities

Year ended 31 March 2023

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'.

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

- a) select suitable accounting policies and then apply them consistently;
- b) make judgments and accounting estimates that are reasonable and prudent;
- c) 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.

BOLTON L.P.C.

Independent Examiners Report to the members of Bolton L.P.C.

Year ended 31 March 2023

I report on the accounts of the L.P.C. for the year ended 31 March 2023 which are set out on pages 5 to 9.

RESPECTIVE RESPONSIBILITIES OF MEMBERS AND EXAMINER

The L.P.C. members are responsible for the preparation of the accounts. The L.P.C. members consider that an audit is not required for this year in accordance with the rules and that an independent examination is needed.

It is my responsibility to:

- examine the accounts;
- follow the procedures laid down in the rules of the L.P.C.; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the rules of the L.P.C. An examination includes a review of the accounting records kept by the L.P.C. and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as members 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 accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with the rules of the L.P.C., and
 - to prepare accounts which accord with the accounting records and to comply with the rules of the L.P.C.have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



K.A. ROGERS
Chartered Accountant
Office 16, Hamilton Davies House
117c Liverpool Road
Cadishead
Manchester M44 5BG

Date: 6th June 2023

BOLTON L.P.C.**Income & Expenditure Account****Year ended 31 March 2023**

	2023		2022	
	£	£	£	£
<u>Income</u>				
Statutory Levies		72,000		72,000
CHL		4,728		0
Other Income		580		540
Bank Interest Received (Gross)		<u>0</u>		<u>0</u>
		77,308		72,540
<u>Expenditure</u>				
<u>Administrative Expenses</u>				
Remuneration	43,715		42,953	
Payroll Admin	360		288	
Travel Expenses	70		25	
Secretarial Support	0		1,310	
HR Support	372		0	
Sundries/Equipment	385		243	
<u>P.S.N.C. Expenditure</u>				
Levy	20,470		21,051	
<u>Meetings</u>				
Hire of Rooms	288		0	
Members Expenses	9,231		4,051	
<u>Other Expenses</u>				
Special Project - Public Health	17,446		0	
Chairman's Honorarium	1,100		0	
Treasurer's Honorarium	1,000		0	
Accountancy Fees	540		520	
Statutory Fees	35		35	
Bank Charges	182		147	
		95,194		70,623
Surplus/(Deficit) for the Year before tax		<u>-17,886</u>		<u>1,917</u>
Corporation Tax Payable		0		0
Surplus/(Deficit) for the Year after tax		<u>-17,886</u>		<u>1,917</u>

BOLTON L.P.C.**Balance Sheet****Year ended 31 March 2023**

	Notes	31.3.23		31.3.22	
		£	£	£	£
Fixed Assets					
Tangible Assets			0		0
			<u>0</u>		<u>0</u>
Current Assets					
Debtors	3	3,750		3,750	
Cash at Bank		56,477		76,027	
		<u>60,227</u>		<u>79,777</u>	
Current Liabilities					
Creditors: Amounts falling due within one year	4	2,826		4,490	
		<u>2,826</u>		<u>4,490</u>	
Net Current Assets			57,401		75,287
Net Assets			<u>57,401</u>		<u>75,287</u>
Represented by:					
General fund					
Balance at 1 April 2022			75,287		73,370
Surplus/(Deficit) for the year			-17,886		1,917
Balance at 31 March 2023			<u>57,401</u>		<u>75,287</u>

These financial statements were approved by the Committee on 6th June 2023 and signed on its behalf by:



A Adam - Chair of the Committee



K Williams - LPC Treasurer

The notes on pages 7 to 9 form part of these financial statements

BOLTON L.P.C.

Notes to the Financial Statements

Year ended 31 March 2023

1 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 NHSBA 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.

Taxation

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

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.

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.

BOLTON L.P.C.

Notes to the Financial Statements

Year ended 31 March 2023

1. Accounting Policies (continued)

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.

2 Employees

Staff costs consist of:	2023	2022
	£	£
Wages and salaries	43,698	42,562
Social security costs	17	391
Pension costs	0	0
Locum cover and other employment costs	0	0
	<u>43,715</u>	<u>42,953</u>

The salary of the Chief Executive Officer was £43,698 (2022 £40,662).

The average monthly number of persons employed during the year was 3 (2022: 3).

3 Debtors

	2023	2021
	£	£
Loan - CPGM Healthcare Limited	3750	3750
	<u>3750</u>	<u>3750</u>

4 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other creditors and accruals	386	2,845
Other taxation and social security	2,440	1,645
	<u>2,826</u>	<u>4,490</u>

BOLTON L.P.C.

Notes to the Financial Statements

Year ended 31 March 2023

5 Related Party Transactions

During the year the following expenses were paid to committee members:

Amount	2023		2022
	N.O of Members		N.O of Members
£0 to £10,000		11	11
£10,001 to £20,000		0	0

What we Achieved in 2022/23

GMLPC Workstreams



GM ICS Engagement

- ✓ Distributed Safety and Security funding for all eligible Contractors from the GM ICS via CPPB.
- ✓ Highlighted pressures to the GM ICS, NHSE, CPE, MPs and Healthwatch
- ✓ Deployment and implementation of GP CPCS, SCS and HCF for Community Pharmacy, General Practice and Trusts via CPPB and GP CPCS Working Group
- ✓ Engagement with the GM ICS leaders to ensure inclusion of Community Pharmacy within GM ICS leadership forums to strengthen representation and integration into local planning
- ✓ Secured a place on the [GM Integrated Care Partnership Board](#)
- ✓ Secured Pharmacy Excellence training monies to further support Contractors with delivery of CPCF and optimise operational models

Workforce Development and Retention

- ✓ Provided free HLP Champion and Leadership training for all Contractors working with the LPN and Workforce Collaborative
- ✓ Secured access to GM ICS [Health and Wellbeing Support and Mental Health Resilience Training](#) offers for all Community Pharmacy teams across GM
- ✓ Secured funding for Pharmacy mentors to support the Community Pharmacy network
- ✓ Ensured inclusion of Community Pharmacy and Wider Primary Care (PC) in development of GM ICS workforce development and retention plans

Service Development

- ✓ Extensive system engagement with NHSE and PC colleagues to review and recommission 74 Local Services, including clinical and operation review with GMLPC services subgroup of service specifications, Patient Group Directives (PGDs) and fee increase negotiations
- ✓ Extensive communication and engagement with Community Pharmacy colleagues to achieve enhanced local relationships and support collaborative ways of working
- ✓ Development of an extensive range of training tools for Community Pharmacy & General Practice Teams e.g. HCF Toolkit, GPCPCS toolkit, top tips guide, weekly FAQ and post deployment drop in sessions and GPCPCS mop up training for GP Teams
- ✓ Ongoing service delivery support for Pharmacy Teams and Area Managers via weekly GPCPCS RAG reports, regular targeted support calls and emails for GPCPCS and SCS
- ✓ Ongoing support to 420 General Practice Teams across 67 Primary Care Networks (PCNs) across Greater Manchester to increase GPCPCS service activity
- ✓ Delivery of SCS & Greener Inhaler Training for Community Pharmacy Teams via the Academy
- ✓ Facilitated access to Flu Training for Pharmacy Teams
- ✓ Supporting the successful rollout of UEC Pharmacy Integration pilot in Bury and Tameside
- ✓ Supporting the successful rollout of SCS Pharmacy integration pilot in Oldham
- ✓ Ongoing engagement with NHSE to support Expressions of Interest and rollout of future pilots such as NMS depression pilot, early cancer diagnosis and independent prescriber pathfinder pilots

Primary Care Networks (PCNs)

- ✓ Ongoing communication and engagement with Community Pharmacy colleagues including Community Pharmacists, General Practice based Pharmacists, Area Managers and Community Pharmacy Teams to support implementation of Advanced Services and integrated working
- ✓ Ongoing communication and engagement with NHSE, Greater Manchester Local Leaders Networks, Greater Manchester PCNs and Clinical Directors to promote collaborative working to meet local health population needs
- ✓ Ongoing support to Community Pharmacy PCN Leads to enable joint working to deliver services such as GP CPCS and address local pressures
- ✓ Development of a range of effective PCN support guides, resources, and guidance

Communications and Engagement

- ✓ Regularly review and update key communications channels including the website, social platforms, and WhatsApp groups to support Contractors
- ✓ Cascade key information and resources to Contractors via regular newsletters and NHSmail
- ✓ Developing and distributing targeted communications for reminders and follow-ups

for important service and funding deadlines or claims such as Pharmaceutical Needs Assessments (PNAs), PQS, CPE's Pharmacy Advice Audit, Antibiotic checklists, NMS and Community Pharmacy Assurance Framework (CPAF)

- ✓ Increased online presence on social platforms to further engagement and raise awareness of GMLPC, local community pharmacies in GM, and the wider Pharmacy sector
- ✓ Gathering intelligence and feedback on matters affecting Community Pharmacy through regular contact with Contractors via phone and drop-in video calls

Business Support and Office Management

- ✓ Successfully coordinated and supported the Special General Meeting and Bolton LPC Merger
- ✓ Targeted outreach to Community Pharmacy to support Locally Commissioned Services
- ✓ Revision of Roles and Responsibilities to enhance team efficiency and working at pace
- ✓ Diversifying of roles in Business Support, enabling structured, cross Workstream support
- ✓ Pharmacy Visits to further understand Community Pharmacy challenges face to face
- ✓ Enhanced Data Capture ability from incoming calls and emails using Spreadsheets
- ✓ Developed Best Practices and Agreed Ways Of Working as a team

Strengthening the Role of Our Provider Company

CHL

CHL and GMLPC continue to build collaborative approaches for the benefit of Contractors in Greater Manchester by working together on key services. For further information please visit the [CHL website](#).

GM Healthcare Academy

We developed the [Greater Manchester Healthcare Academy](#) (GMHCA) to ensure that pharmacies across Greater Manchester could access cohesive, high-quality training and development that supports and empowers them today and in the future.

Collaborative Working with Wider Partners

We have developed very strong and positive working relationships with several neighbouring LPCs, across in the North-West.

We work closely with the LPN Chair, Aneet Kapoor and the regional NHS team to support implementation of the CPCF 5-year contract, representation of Community Pharmacy in the new ICS and workforce development.

In partnership with Primary Care partners we work collectively via the Primary Care Board (PCB) to strengthen the voice and representation of Primary Care within the GM ICS.

Priorities for GMLPC in 2022/23 and Conclusion

Our workplan for this year built on what we achieved previously and was informed by the strategic context in which we operate, the commissioning landscape nationally and in Greater Manchester, and the issues that Contractors said they wanted us to prioritise. These include:

- GM ICS Engagement and the Commissioning Model
- Workforce Development and Retention
- Service Development
- Integrated Working with Primary Care Networks and Place

Early last year GMLPC conducted a Contractor survey in order to understand contractor concerns and collate feedback on general LPC performance in terms of offering support. We received over 200 responses and would like to again thank everyone that participated.

Based on the feedback collated GMLPC have taken the following actions:

You said	We did
Contractors were unsure about the scope of our role	A Contractor briefing was developed outlining the support we offer to Pharmacy teams and which areas lie outside our remit
Newsletters are lengthy and sent out too frequently	To save you time and newsletters are now reduced to 2x a week and stories have been condensed
Contractor requested a more personalised approach to our support	GMLPC have begun face to face pharmacy visits. If you would like request a visit, please complete this short form
Contractors requested more visibility of our Committee members	We published a series of blog posts from each of our members, providing details about their role

Through the implementation of these changes and ensuring that our workplan in aligned to the new commissioning landscape, our GMLPC team can ensure we are focusing on the right priorities and have the right people, skills, and structures in place to deliver what our Contractors need from us now and in the future.

This includes working collaboratively with GM ICS leaders, PCB and NHSE to ensure the inclusion of Community Pharmacy in GM ICS delivery plans such as the Primary Care Strategy and Integrated Care Partnership Strategy. This will support us to raise the profile of Community Pharmacy, and secure further investment to support Community Pharmacy integration and sustainability in GM building on the core CPCF.

The Future of Community Pharmacy in the GM Integrated Care System

In January 2019, NHS England set out its vision for improving care over the next 10 years by publishing its Long-Term Plan, with a greater focus on integrated working of wider health and social care with PCNs within each locality and neighbourhood.

The 5-year CCPF incorporates the elements of the NHS Long term plan that Community Pharmacy can deliver outlining a development plan to extend the role of Community Pharmacy, leverage the sector's potential to deliver improved healthcare outcomes for patients. and the commissioning of a portfolio of nationally commissioned services.

The NHS Long Term Plan and the Government's white paper on health and care reform both view ICSs which became statutory bodies in July 2022, and as the future of health and care integration in England. Read more about the [GM ICS](#).

Over recent years, the four disciplines of primary care: General Practice, Optometry, Dentistry and Community Pharmacy providers have worked collaboratively to establish a formal governance structure which is called PCB and represents these four Providers within the GM ICS.

We work closely with the Primary Care Provider Board to develop a unified voice for all of Primary Care Providers within GM ICS to support development of the Primary Care Strategy, enable integrated working and address pressures in the system, You can read more about this board via their new website: <https://gmpcb.org.uk/>.

A key part of [Greater Manchester Integrated Care Partnership](#) (GMICP), the PCB operates at three levels – neighbourhood, place (10 Greater Manchester boroughs) and system – and has a single vision and strategy to drive transformation. *“Primary care providers working collaboratively and in partnership at neighbourhood, place and system level to improve health and wellbeing throughout our communities.”*

The Community Pharmacy Provider Board (CPPB) is a sub board of the PCB and acts as a key interface between Community Pharmacy and the GM ICS ensuring we establish representation within the GM ICS and support innovation and transformation through collaboration with wider health and social care colleagues. e.g., acquisition of safety and security monies, developing business cases for IT investment for CCPF services, rollout of the GM Care Records and workforce development initiatives.

Considering these developments, GMLPC have reviewed the overarching mission, vision, values, and strategy to ensure we are aligning our workplan, resource and structures to enable effective representative of Community Pharmacy within the GM ICS structure, support integrated working, develop new services, and support the effective implementation of CCPF developments. This will ensure Contractors receive the support and guidance needed to leverage the sector's capability whilst being recognised as an integral and vital part of our local NHS structure.



GMLPC

Supporting Community Pharmacy
in Greater Manchester