



# Annual Report and Financial Statements

2024 - 2025

# TABLE OF CONTENTS

## Contents

1. <b>Officers</b>	<b>3</b>
2. <b>Report on our Activities</b>	<b>6</b>
3. <b>Governance, structure and management 2023/24</b>	<b>9</b>
4. <b>FINANCIAL STATEMENTS</b>	<b>11</b>
4.1. FOR THE YEAR ENDED 31 MARCH 2024	11
4.2. Accountants (or Auditors)	12
5. <b>Report of the Committee Members</b>	<b>13</b>
6. <b>Report of the Committee Members Cont.</b> Error! Bookmark not defined.	
7. <b>Statement of Committee Members' Responsibilities</b>	<b>15</b>
8. <b>Notes to the Financial Statements</b>	<b>17</b>
9. <b>Notes to the Financial Statements Cont.</b>	<b>19</b>
10. <b>Independent Auditor's Report to the Committee</b>	<b>20</b>

Hampshire & Isle of Wight LPC

# Officers

**Chair:** Ashley Littlewood-Miller

**Vice Chair:** Arun Sharma

**Treasurer:** Peter Woodward

**Chief Officers:** Alison Freemantle & Artur Pysz

The Committee shall be the “Hampshire & Isle of Wight Local Pharmaceutical Committee” (as required by the NHS Act 2006) and [known as ‘Community Pharmacy Hampshire & Isle of Wight’]

## Welcome & Overview

Ashley Littlewood-Miller

Chair

This past year has been one of continued challenge and transition. Financial pressures have not eased, if anything they have increased exacerbated by the recent rises in employment costs, and I know from conversations with many of you that sustaining viable services while delivering exceptional patient care remains a daily balancing act. I want to express my deepest appreciation for your ongoing dedication and professionalism in these trying times.

I would like to formally thank the LPC committee members for their steadfast support and hard work. It is a privilege to chair a group so committed to supporting the community pharmacy network.

The healthcare landscape continues to shift, and with it, the demands on community pharmacy. The recent announcement regarding the changes to NHS England and even more recently published model for ICB's blueprint, your LPC will continue to represent the interests of contractors as we work with our external stakeholders as they navigate the changes over the coming months.

The LPC has continued to work hard to represent your interests, advocate on your behalf, and collaborate with system partners to find solutions. This would not be possible without the strength of our LPC team, who I must again thank publicly.

Artur and Alison took over their joint chief officer positions in January 2024 following Debby's retirement, I'm pleased to say they have both embraced their new expanded roles and have continued to focus on delivery of the annual strategy on behalf of the committee and ultimately you as contractors. I'm confident the LPC will continue to be a strong voice for contractors under their leadership.

Our communications—particularly the weekly *"This Week's Actions, Updates, Reminders, Opportunities and Information from CPHIOW"*—continue to be well received. We remain committed to transparency and accessibility.

Operationally, we continue to prioritise efficiency and value for money. Virtual bi-monthly meetings have helped us reduce costs, and we have made further savings by rationalising our

office space, with a plan to exit this office space in the next 12 months. These changes allow us to reinvest more of our resources directly into contractor support.

One standout success has been the funds to support winter pressures from the ICB—a direct result of ongoing negotiation and collaboration with commissioners, this funding allowed us to provide just over £700 for each pharmacy that registered.

Hinal Patel & Yinka Kuye's role as Community Pharmacy Integration Leads within our two ICBs remains crucial. Their regular attendance at our meetings ensures we have a strong link with system partners and that contractor voices are heard.

Looking ahead, while challenges remain, I believe we have cause for cautious optimism. With growing collaboration across the system, and the unwavering dedication of our contractors, we are well placed to meet the demands of the year ahead.

Thank you once again for everything you do for your patients and communities. I look forward to continuing this journey with you and working together to ensure community pharmacy remains an essential, vibrant part of the NHS.

Warm regards,

Ashley Littlewood-Miller



# Report on our Activities

**Alison Freemantle & Artur Pysz**

**Chief Officers**

Community Pharmacy Hampshire & Isle of Wight (CPHIOW) has had a busy year in 2024/25, marked by regional leading performance across key services. Our commitment to pharmacy contractors has remained central to every initiative, ensuring that community pharmacy continues to thrive in an evolving healthcare landscape.

## **LPC Strategy 2024-25**

In alignment with evolving priorities, CPHIOW adopted the LPC Strategy to guide our actions and decision-making. This strategy is built around four core pillars—Sustain, Inform, Enable, and Promote—each designed to optimise professional and financial opportunities for community pharmacies for the benefit of patients.

## **Engagement**

In 2024/25, newly rebranded CPHIOW refreshed its strategic direction, focusing on integration with the Integrated Care Boards (ICBs) and expanding clinical service delivery. We have built strong relationships with key ICB leaders, including the Director of Primary Care, Director of POD, and Chief Pharmacists. These relationships have helped to ensure that community pharmacy is now recognised and has a voice at system-level forums.

Our engagement continued at national and local levels, with proactive engagement with Members of Parliament, Health & Wellbeing Boards, and public health teams. We have participated in multiple forums, including the HIOW ICB Clinical Leaders meetings, to champion the role of community pharmacy in primary care. This strategic engagement has positioned CPHIOW as a key stakeholder in shaping healthcare delivery across the geography.

## **Supporting Contractors**

CPHIOW has provided consistent, hands-on support to contractors throughout the year. Over 50 pharmacies were visited or contacted directly, and we maintained regular communication through weekly newsletters, monthly deadline trackers, bimonthly webinars and a text alert system with over 50 messages sent. These efforts ensured that contractors remained informed and supported in delivering high-quality services.

We supported contractors through CPAF submissions, DSP Toolkit compliance, and national workforce survey – all mandatory requirements of the contract. Our guidance ensured 100% CPAF screening completion for the first time and helped resolve payment and service delivery issues, including those related to Pharmacy First thresholds. We also provided tailored support for contractors facing challenges, including public complaints and service delivery concerns. Training and workforce development remained a priority. We promoted Virtual Outcomes, supported the Foundation Pharmacist Programme, and launched innovative tools like the “Pharmacy: A Day in the Life” VR360 video series. We also provided guidance on minimum staff

training requirements and supported locum engagement. Our collaboration with CPPE, NHS WT&E, and local universities ensured that contractors had access to high-quality training and development opportunities. We piloted, along with HIOW ICB and University of Winchester, 5 Community Pharmacists obtaining their IP qualification through full funding of course and DPP and this work continues into 25/26.

### **Service Delivery**

Our contractors delivered exceptional results across the national advanced services. The Three Services Project—focused on Pharmacy First (PF), Hypertension Case Finding (HCFS), and Pharmacy Contraception Service (PCS)—saw 86% of pharmacies registered for all three at the end of March 2025. Pharmacy delivery rates reached 92% for PF, 81% for HCFS, and 56% for PCS, placing CPHIOW first in the South East for PF and PCS, and fourth for HCFS.

We secured £150,000 in Winter Pressure Funding to support unpaid winter activities. This funding was distributed based on contractor survey participation and demonstrated our and the ICB's commitment to supporting pharmacies during peak demand periods.

The Discharge Medicines Service (DMS) saw significant improvements, with actioned rates exceeding 75% across key trusts such as UHS and IOW. Claiming rates also improved, with 68% of 2,500 referrals claimed in one quarter.

### **Innovation and Local Commissioning**

CPHIOW progressed several local initiatives, including the Portsmouth PCN Leads Project, IOW Lung Check Pilot, and system wide work on Creon stock shortages. This year we successfully managed to get all 4 Local Authorities to use one standard county wide PGD for the EHC service, making it easier for pharmacists who work across the local authority borders who now only need to follow one service PGD.

Pharmacies had another great flu and covid season over the winter with nearly 50% of pharmacies now offering both covid and flu.

The Branded Generics Prescribing Project, developed in collaboration with HIOW ICB and Chief Pharmacist, influenced policy changes that reversed cost-driven brand prescribing. This initiative protected pharmacy margins and demonstrated the value of data-driven advocacy. We also submitted position statements and shared contractor data to support these changes.

### **Operations and Governance**

CPHIOW maintained robust operational and governance frameworks throughout the year. Strategy plans, risk registers, and document trackers were regularly updated. We launched a rebranded website and increased our presence on social media platforms, with over 1,200 active users engaging with our content.

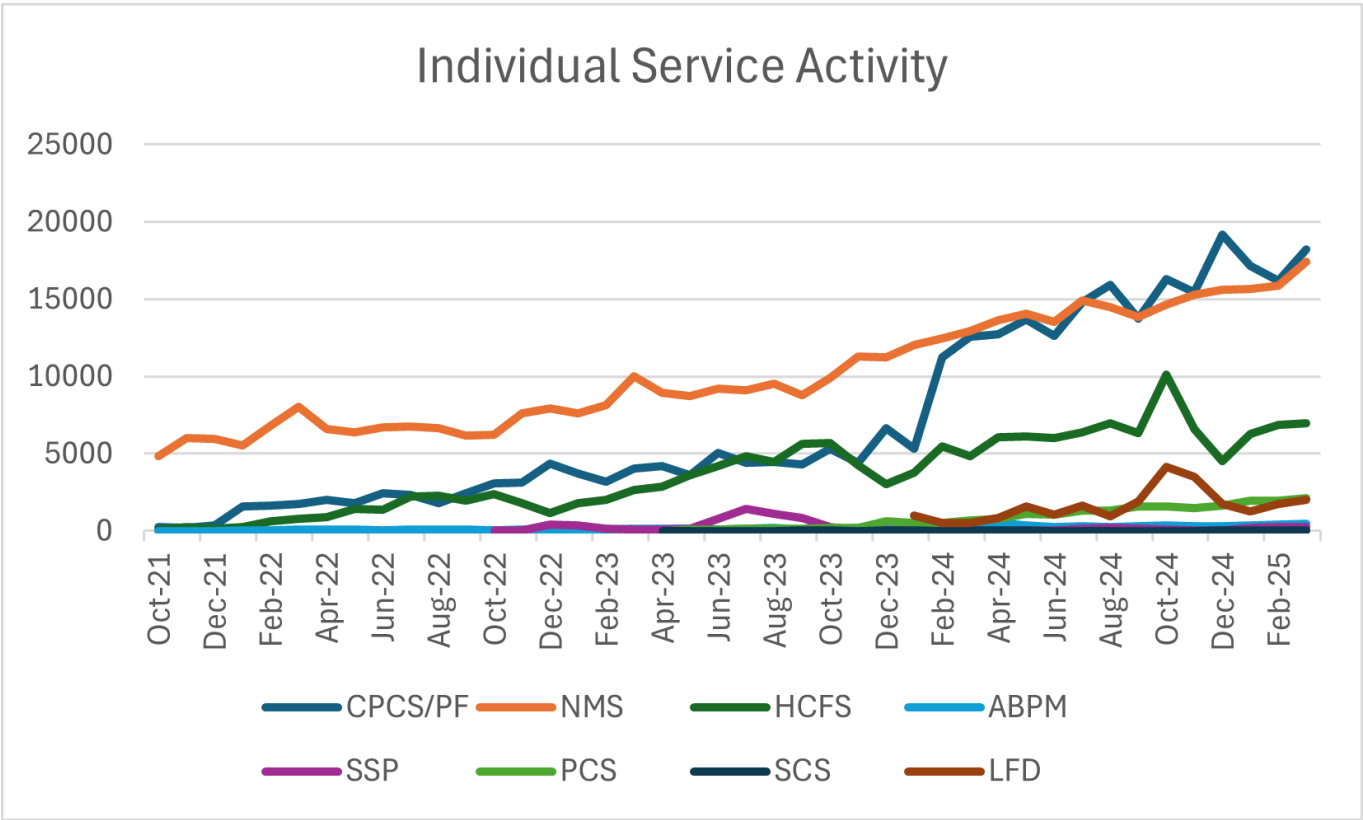
Our committee members, including representatives from CCA, Independents and IPA, played a vital role in shaping our strategic direction and supporting our initiatives. Their contributions ensured that contractor voices were heard and that our activities remained aligned with the needs of the sector.

This report reflects a year of progress, partnership, and purpose. CPHIOW remains committed to supporting and advocating for our contractors, expanding clinical services, and ensuring community pharmacy continues to deliver outstanding care across Hampshire and the Isle of

Wight. We look forward to building on these successes in the coming years and continuing to support our contractors in delivering high-quality, patient-centered care.

Thank you to Skye, the committee, our contractors and all our stakeholders for their continued support and collaboration.

Many thanks  
Alison and Artur





# Governance, structure and management 2024/25

## Responsibilities of Committee Members

Committee Member	Responsibility
Anjee Shah	Rotational Governance Subcommittee Chair
Arun Sharma	Vice Chair
Ashley Littlewood-Miller	Chair
Gary Warner	Independent
Jennifer Ndichu	Market Entry Subcommittee Chair & Rotational Governance Subcommittee Chair
Karen Alexander	Rotational Governance Subcommittee Chair
Michael McWhirter	Service Development Subcommittee Chair
Peter Woodward	Treasurer & Finance Subcommittee Chair

## Members of the Committee & Expenses in 2024/25

Committee Member	Elected / Appointed	Attendance / Possible	Expenses Claimed <sup>†</sup>
Anjee Shah	Independent	5/6	£1025.00
Arun Sharma	Independent	5/6	£2025.00
Ashley Littlewood-Miller	CCA Appointment	2/6	£840.37
Daniela Lupeanu	CCA Appointment	6/6	£1302.45
David Howells	AIMp Representative	5/6	£200.00
Gary Warner	Independent	5/6	£400.00

Jennifer Ndichu	AlMp Representative	6/6	£1319.80
Julie Fanneran	CCA Appointment	5/6	£0
Karen Alexander	CCA Appointment	6/6	£634.20
Michael McWhirter	Independent	5/6	£1812.20
Peter Woodward	CCA Appointment	6/6	£2116.60

## Committee Meetings in 2023/24

Date	Meeting Type
9 May 2024	Face to face – Voco Hotel, Winchester
11 July 2024	Virtual Meeting
19 Sep 2024	Virtual Meeting
14 Nov 2024	Virtual Meeting
16 Jan 2025	Virtual Meeting
13 Mar 2025	Virtual Meeting

## Governance Documentation

**[Community Pharmacy HIOW: Constitution, Governance & Annual Reports \(cpsc.org.uk\)](https://cpsc.org.uk)**

Hampshire & Isle of Wight LPC

# FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025



# CONTENTS

## Page No

13	Report of the Committee Members
16	Statement of Committee Members' Responsibilities
18	Notes to the Financial dent Auditors Report (or Assurance Report)

## Accountants (or Auditors)

HJS Chartered Accountants  
Targus House  
9 Ocean Way  
Southampton  
SO14 3TJ

# Report of the Committee Members

Year ended 31 March 2025

## Principal Activities

Hampshire & Isle of Wight LPC is a Local Pharmaceutical Committee ("LPC") acting in the role of a local NHS representative organisations.

Our goal is:

[Community Pharmacy HLOW :: What we do \(cpsc.org.uk\)](https://cpsc.org.uk)

## The Committee

Hampshire & Isle of Wight LPC is an association whose functions and procedures are set out in our Constitution [and rules].

During the year ended 31 March 2025 Hampshire & Isle of Wight LPC had 11 members on its main committee as follows:

Committee Member	Elected / Appointed
Anjlee Shah	CCA Appointment
Arun Sharma	Independent
Ashley Littlewood-Miller	CCA Appointment
Daniela Lupeanu	CCA Appointment
David Howells	IPA Representative
Gary Warner	Independent
Jennifer Ndichu	IPA Representative
Julie Fanneran	CCA Appointment
Karen Alexander	CCA Appointment
Michael McWhirter	Independent
Peter Woodward	CCA Appointment

4 members from Independents

5 members from CCA

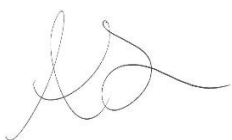
2 members from IPA

Full details of these members can be found on Hampshire & Isle of Wight LPC website [https:// \(cpsc.org.uk/\)](https://cpsc.org.uk/)

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

This report was approved by the Hampshire & Isle of Wight LPC on 31<sup>st</sup> July 2025 and signed on its behalf by:

Ashley Littlewood-Miller



.....  
Chair of the Committee



# Statement of Committee Members' Responsibilities

Year ended 31 March 2025

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.





# Notes to the Financial Statements

Year ended 31 March 2025

---

## 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

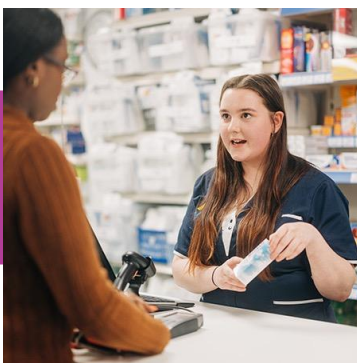
Both income and expenditure are accounted for on the accruals basis. The primary source of income shown in the financial statements consists of levies from NHSBA Contractors in respect of that period.

## 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.

## Depreciation

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



Long Leasehold Property	- 2%
Building Improvements	- 2%
Furniture and Fittings	- 20%
Computer and Office Equipment	- 25%
Motor Vehicles	- 25%

## **Taxation**

Any surplus arising from the activities of the Hampshire & Isle of Wight 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 9 of these accounts.

## **Operating Leases**

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



# Notes to the Financial Statements Cont.

Year ended 31 March 2025

---

## 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.



# Independent Auditor's Report to the Committee

## Members of Hampshire & Isle of Wight LPC Year ended 31 March 2025

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 Hampshire & Isle of Wight 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.

### LPC Contact Details

Sentinel House  
Harvest Crescent  
Fleet, Hampshire  
GU51 2UZ

