

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION

REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH 2024

REGISTERED CHARITY NO. 1065026

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

CONTENTS

	<u>Page</u>
Trust Information	2
Independent Examiner's Report	3
Trustees Annual Report	5
Receipts and Payments Account	12
Statement of Assets and Liabilities	14

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

TRUST INFORMATION

Registered Charity No. 1065026

Trustees Robert Duncombe
Emma Foreman
Joseph Williams

Treasurer Anish Tailor
Dharmisha Chauhan
Shumi Tattersfield

Independent Examiner Barry Fine

Address c/o GBH Law,
7/8 Innovation Place,
Douglas Drive
Godalming,
Surrey GU7 1JX

Bankers National Westminster Bank plc

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

I report on the Accounts of the Association for the year ended 31st March 2024 which are set out on pages 12 - 14.

Respective Responsibilities of the Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,

- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b)) of the Charities Act, and

- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity 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 the trustees 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.

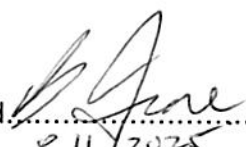
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)**

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
 - a. to keep accounting records in accordance with Section 130 of the Charities Act, and
 - b. to prepare Accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.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.

Name. B. Fine FCA
Address Parkgates
Bury New Road
Prestwich
Greater Manchester
M25 0JW

Signed 
Dated... 8.11.2025

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

BOPA is an unincorporated organisation governed by its constitution.

Charity Number 1065026

Administrative Details

Principal address: 39 Oakley Road, Luton, Bedfordshire, LU4 9PT

Member	Role within BOPA	Date enacted
Joe Williams	Chair	
Shereen Nabhani-Gebara	Vice Chair / EDI Co-Chair	September 2023
Emma Foreman	Past Chair	
Jess Pealing	Secretary	
Clayton Wong	Co-Secretary Elect / Ind Sector Rep / Digital Co-Chair	September 2023
Michal Sladkowski	Co-Secretary Elect / E&T Co-Chair / Podcast	September 2023
Dharmisha Chauhan	Treasurer	
Anish Tailor	Treasurer	
Shumi Tattersfield	Co-Treasurer Elect	September 2023
Mollie Bishop	Technician Rep	
Colm Doody	Industry Rep	
Rhiannon Walters-Davies	GAP Co-Chair	
Nisha Shaunak	EDI	
Alice Tew	Symposium / IO Co-Chair	

Structure

Members of the committee are elected for a three year term of office by the voting members through an electronic ballot. Each candidate provides a written statement in support of their application. These statements are electronically submitted to the members. The results of the election are announced at the Annual Symposium. Members can serve a maximum of two consecutive terms of office on the committee.

This committee then votes for the officers of Chair and Treasurer between themselves.

The association does not require any fundraising or grant-making activities. It is self-funding by members subscriptions, with additional sponsorship from the pharmaceutical industry for key projects such as e-Learning.

Decisions are made at the monthly committee meetings on behalf of the membership. The committee have several sub committees which feed back to the committee their decisions and ideas on behalf of the membership.

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

Sub committees:

1. Annual Symposium
2. Education and Training
3. Research
4. Community and Primary Care Pharmacy
5. Digital
6. Guidelines, Advocacy and Publications
7. Pharmacy Technician
8. Workforce and Capacity
9. Equity, Diversity, and Inclusion

Governance

Due to the nature of this charity no policies are in place to recruit and train trustees. Generally, those people elected by the members of the association are then responsible for the maintenance and safe handling of the Charity on behalf of the members.

Any decisions that require the membership to be involved in, such as national consultation documents, the document is placed on the BOPA website and emailed throughout the membership for comments to be received by the reference sub-committee who will then collate the response and return it.

The association works closely with the NHS England Cancer Area Team Pharmacists, and other relevant (oncology) pharmacy groups.

Objectives

The stated aim of BOPA is to promote excellence in the pharmaceutical care of patients with cancer through education, communication, research and innovation by an alliance of hospital, community and academic pharmacists, pharmacy technicians, those in the pharmaceutical industry and other healthcare professionals.

Public Benefit

These activities are undertaken to further the charitable purposes for the public benefit and the trustees believe that these activities satisfy the charity commissions general guidance on public benefit.

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

Achievements and performance

The role of BOPA in supporting and provided educational and training resources has increased and the scope and breadth of the projects and advocacy roles we have been involved with has widen. In light of this we have seen our BOPA membership increasing, for example in September 2024 we had 925 paid members, 1928 free members and 31 corporate members. Additionally, since the launch of the website in 2019, BOPA has received over 2000 networking and clinical queries. Examples of BOPA's key achievements are described below.

October 2023 saw the launch of Let's Communicate Cancer 2, Play Your Part and the new BOPA and NPA Cancer Hubs. The underlying aim of the sub-committee this year was to allow space to refocus following such major project work. This year has seen the transfer of the Let's Communicate Cancer maintenance role be overseen by the BOPA Education and training sub-committee. A full review of content was due at the 3 year post launch point. A special interest group called CASPC – Community Approach to Advanced Cancer Support has been formed. This group is currently seeking funding to carry out areas of work linking primary and secondary care in the care of cancer patients.

The digital sub-has been very busy supporting and promoting various events with a variety of website uploads and communications from other sub-committees including:

- Research webinar sessions
- EDI webinar sessions
- Education & Training webinar sessions
- Let's Talk About SACT - a BOPA Podcast
- Introduction to Oncology Course
- Updates to Let's Communicate Cancer
- Uploading new resources / policies
- E learning modules e.g. UTIC, Introduction to Immuno-oncology, Level 1 training
- Conference promotion
- Promoting research surveys
- Communication of all important updates in the cancer care community

Website updates:

- #BOPA2023 Conference videos uploaded on to website
- Launch of new SACT verification hub page BOPA SACT Verification HUB - BOPA
- Development of Memberships FAQ section BOPA membership FAQs - BOPA
- Member search updated
- Member profiles now include Orchid ID/google scholar
- Agreement for code of conduct for BOPA now a requirement within the membership
- Member group pages updated to include 'circles' – improving aesthetics
- Pop up added to website for free associate members to illustrate the benefits of full membership
- Regular website maintenance
- Trello board subscription to help organise the workload of each of the subcommittees

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

The research sub-committee continues to host research webinars to ensure more pharmacy professionals engage and feel confident to conduct their own research projects and the research mentor support programme which started last year continues. To support pharmacy professionals in research, the subcommittee hosted 5 webinars. During the period of 23/24, we hosted seven webinars. Our hour long webinars, take place every 6-8 weeks at different times and on different days of the week to ensure accessibility. We invited BOPA members and external speakers to present at the 2023/2024 webinars:

1. Shared experience from SLOG pharmacy interest group
2. BOPA symposium 2023 poster discussion
3. UK Early Career Researchers Cancer Group
4. A DPharm journey
5. Real world experience of bispecific antibody Teclistamab in relapsed refractory multiple myeloma
6. A survey on understanding the gaps in SACT education to minority group cancer patients
7. Understanding global participation in gynae-oncology RCTs: a systematic review approach
8. Vulnerable groups as caregivers (women, LGBTQ, Indigenous populations)

In addition to the webinar the research committee we received 155 abstracts for the 2024 conference. Five were selected for oral presentation (Plenary) on 12th Oct 2024, five for the highly commended poster presentations on 12th Oct 2024, 121 abstracts accepted for poster presentation and 24 were rejected. We have added a new category 'Service improvement and new Models of Care' for the 2024 conference. All oral presenters have been invited to present at our My Research Webinar in 2025.

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

The education and training team continued to deliver high quality education and training resources, key worked centered on the areas below:

E-Learning	<ul style="list-style-type: none"> Breast cancer, lower GI, melanoma, and lung cancer modules have now been released with positive feedback. Myeloma and CINV have been commissioned. With the aim of completion before the end of 2024. Immunotherapy eLearning has also been published.
BOPA Passport	<ul style="list-style-type: none"> Created wider sub-committee to manage ongoing passport developments. Representation from England, Scotland and Wales. Pharmacists and technicians involved in update. New materials for core module; UTIC, IO eLearning. Successful uptake across the 4 nations. Positive feedback for the Core Module. Interest spanning beyond the UK. Preparing for BOPA symposium. Ready to ask the membership to contribute new content Work plan for the next year based on needs is underway. New Scientist Publication here: tinyurl.com/mrykyvkz
Introduction to Oncology	<ul style="list-style-type: none"> Two successful events in the last year: □ London Nov 2023 (80 delegates) □ Leeds March 2024 (60 delegates) Demand continues to be high - fully booked for London Nov 2024 (80 delegates) NEW session for 2024 on Genomics - great feedback! Partnership agreed with Media1 for 2025 to support event management New agenda (based on delegate feedback) to be launched for events in 2025
Webinars	<p>Organised, hosted and co-ordinated 15 webinars</p> <ul style="list-style-type: none"> • Over 350 registrants and 400 playbacks • Collaborations with national and international organisations and cancer charities including: APOPA <p>CAPhO COSA ECO HOPAK ISOPP NCODA OUTPATIENTs SIOG SOBRAFO UK ECRC</p>

	<ul style="list-style-type: none"> •Topic Highlights: <p>Celebrate Pride Month Highlight from international conferences ISOPP Global Drug Shortages Webinar •2025: You Ask, We Listen!</p>
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The equity, diversity and inclusion subcommittee has been very active in the past 12 months in delivering BOPA's commitment to building a diverse, equitable and inclusive community for all members, non-members and patients in cancer care.

Key Achievements for the past 12 months

Clinical considerations for the safe and inclusive prescribing for trans gender and non-binary patients

This work is in collaboration with OutPatients (a charity supporting and amplifying LGBTIQ+ voices in cancer care)

The TRANScRIBing guideline is now available on BOPA website and -00UTpatients website
Safe and supportive prescribing in transgender and non-binary patients with cancer is **PUBLISHED** on the British Pharmacological Society Journal

Collaborations with NHSE to develop factsheets on care for transgender and non-binary patients. First Transgender Factsheet **PUBLISHED**, more factsheets to come
Best practice principles for inclusive care of transgender and non-binary patients is now available on the Pharmaceutical Journal PJ article

Publication

Collaborations with European Cancer Organization for wider exposure in Europe
Equity, diversity, and inclusion in oncology pharmacy practice: Everyone's business. **PUBLISHED** in the Journal of Oncology Pharmacy Practice

Dissemination

Championing equity, diversity and inclusion (EDI) to support the pharmacy workforce and provide inclusive care

BOPA advocacy & visibility

Oncology Professional Care – May 2024
UK Oncology Forum – June 2024

Presentation on TRANScRIBing guideline has been arranged with Gilead Australia in October 2024

The American Society of Consultant Pharmacists September issue citing the TRANScRIBing guideline

Inclusive patient Care	<p>EDI projects completed in 2024.</p> <p>LD & cancer part 1 completed – accepted for BOPA Conference 2024</p> <p>Inclusive counselling for ethnic minority groups – manual script in preparation</p> <p>Advocacy & empowerment – accepted for BOPA Conference 2024</p> <p>Role of pharmacy in the care of older patients – accepted for BOPA Conference 2024 and International Society of Geriatric Oncology (SIOG) presentation 2024</p> <p>Role of pharmacy in supporting families of children with cancer – accepted for BOPA Conference 2024</p> <p>Interventions to optimise care for people from minority and ethnic groups – manual script in preparation</p>
Educational Webinar	<p>To mark Pride Month, we collaborated with the E&T committee to organise a session on providing LGBTIQ+ Inclusive Care</p>
Code of Conduct, EDI Complaint policy & Complaint form	<p>Code of conduct policy has been implemented before membership application and renewal</p> <p>Complaint procedure is put in place to enable EDI related concerns to be raised and managed accordingly. Lessons learnt can be implemented to ensure BOPA and its members embrace EDI principle and culture</p>
Conference	<p>This year, there are 4 topic streams within the conference programme to address equity, diversity and inclusion in oncology practice</p>
Further projects underway	<p>EDI checklist for inclusive counselling:</p> <ul style="list-style-type: none"> • Physical disability • Ethnicity & Age • Learning disability • Neurodiversity <p>Members follow-up survey to evaluate engagement interests</p> <p>Cultural calendar – strategy to highlight themes</p> <p>EDI podcasts in 2025</p>

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

This year has been highly productive for GAP members, who have engaged in a variety of projects spanning the full range of BOPA activities. We will continue to provide governance oversight within BOPA, ensuring clarity and accountability for the membership, and for BOPA's engagement with external organisations, ensuring that collaborations represent the best interests of BOPA, its members, and the wider oncology pharmacy profession. We remain committed to advocating for the role of pharmacy professionals within cancer services and promoting the excellent work undertaken by BOPA and its members. Additionally, we will continue to publish position statements on behalf of the BOPA membership, ensuring that we speak as one body on critical issues in oncology pharmacy, providing support and guidance as needed.

A summary of the activities of the committee are summarised below:

Declarations of Interests

The GAP committee continue to ensure appropriate governance of the BOPA Executive and Sub Committees by undertaking annual reviews of the declarations of interests from those required as per policy.

Fellowship Scheme

The GAP committee continue to have oversight of the Fellowship Scheme within BOPA.

SACT Consent

The GAP committee has contributed to this multi-agency report to help provide guidance and support to provider organisations in the context of SACT consent.

UK SACT Board- Intrathecal Policy Update

The GAP committee has contributed to the ongoing UK SACT Board update of this guidance to ensure that professional guidance remains relevant for in this critical area.

BOPA Vision and Strategy

The GAP committee members have worked closely with the members of the pillars of the BOPA Vision and Strategy to ensure that appropriate governance frameworks are adhered to.

UK SACT Board - Guidance on the management of anaphylaxis and hypersensitivity reactions in patients receiving intravenous systemic anti-cancer therapy

The GAP committee has contributed to the ongoing UK SACT Board update of this guidance to ensure that professional guidance remains relevant for in this critical area of oncology therapy.

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

The symposium sub-committee had another productive year and delivered another successful conference in Wales in 2023 alongside the executive committee and our sponsors. Thank you to all involved.

2023 Statistics:

- 6th to the 8th October 2023, ICC Wales
- Attendance - 581 including exhibitors and 371 no exhibitors
- 45 exhibitors
- We received 113 abstracts for the 2023 Symposium. 5 were selected for Oral presentation (Plenary), 5 for the highly commented poster presentations, 86 for posters and 17 were rejected. There was 1 abstract received under the service improvement and New Models of Care category which was selected for oral and poster presentation.

Research Publication is now available in JOPP - Journal of Oncology Pharmacy Practice - Volume 30, Number 1_suppl, Feb 01, 2024 (sagepub.com)

Our annual symposium continues to be our biggest educational and networking event of the year.

Benefit to the public

As an organisation promoting excellence in the pharmaceutical care of patients with cancer, BOPA provides up-to-date resources for academic pharmacists, pharmacy technicians, those in the pharmaceutical industry and other healthcare professionals. Thereby promoting up-to-date safe and efficient practice through education, training and through participating in collaborative research both nationally and at a global level.

Activities undertaken to benefit the public

1. Let's Communicate Cancer project. The aim of the project is to educate and up-skill community pharmacists to engage with the public in the community setting with confidence and developing a knowledge base around cancer and its treatments.
2. The development of podcast to provide education and training using a new technology platform.
3. Annual BOPA symposium: Providing educational sessions to our members, on areas such as clinical management in cancer, good practice research methods (e.g., engaging with patients, public and carers) and scientific updates. This ensures our members have the knowledge, skills, and confidence to manage and work with cancer patients at their place of work.
4. The publication of the "Clinical considerations for the safe and inclusive prescribing for trans gender and non-binary patients". This work was completed in collaboration with OutPatients (a charity supporting and amplifying LGBTIQ+ voices in cancer care).

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

Financial review

Trustees/members expenses for services

As a charitable organisation members and trustees are eligible for travel expenses, team building exercises and hotel accommodation. In this financial year the total cost is £3,866.

In this financial year meetings have continued to move back to face to face meetings post-COVID-19

Reserve accounts

The Charity holds cash funds of £163,295 split between a Nat West Bank account and a Scottish Widows account of which £92,086 are restricted.

The reason for holding these reserves is:

1. In the event of a reduction in income the charity will be able to continue to provide its core functions and cover all existing fixed costs and commitments e.g., website maintenance.
2. The charity provides an annual educational event. In the normal course of events these meetings are at least "break even". However, there is the risk that the income for this meeting may be below the costs associated with running the meeting, and BOPA will be liable for this shortfall.

Summary of accounts

The total income received was £166,227 and the total payments made were £257,186.

This giving BOPA a negative areas for the year of £90,959 and total assets/funds of £163,295 split between unrestricted of £71,209 and restricted funds of £92,086.

Plans for the future

1. To continue to collaborate with national and international (oncology) pharmacy groups to maintain and consolidate its professional and advocacy role.
2. During 2024-2025 BOPA will continue to develop and provide high quality education and training materials for all their members.
3. BOPA is also keen to develop educational scholarships for its members and to fund research into Pharmacy Practice Research where there is a focus on cancer.
4. The BOPA 2024 symposium will be delivered as a face-to-face in Birmingham, England.

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

Declaration

Signed on behalf of the charity's trustees

Signature



Full Name Mr Joseph Williams

Position Chair

Date 08/01/2025

Signature

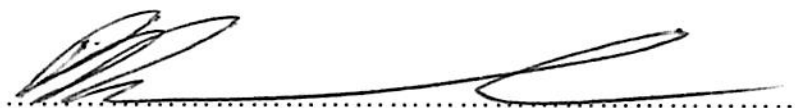


Full Name Ms Shereen Nabhani-Gebara

Position Vice -Chair

Date 08/01/2025

Signature



Full Name Mr Rob Duncombe

Position BOPA Trustee

Date 08/01/2025

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

BOPA y/e 31/03/24

Receipts and payments account

	Unrestricted funds 23/24 £	Restricted funds 23/24 £	Total 23/24 £	Total 22/23 £
Receipts:				
Members' subscriptions	87,543		87,543	54,734
Fees	55		55	8,059
Interest	1,329		1,329	274
Grants:				
Pfizer - LCC				75,000
Ipsen open access paper				2,388
Amgen - training support				20,000
Pharmacy research				1,078
Medac Pharma - BMT		1,500	1,500	
Gilead - BMT		500	500	
Ipsen - CASPCC		3,000	3,000	
Takeda - BMT		1,500	1,500	
Incyte - ISOPP		8,500	8,500	
Roche - ISOPP		15,000	15,000	
Astra Zeneca - education and training		20,000	20,000	
Bristol Myers Squibb - education and training		7,000	7,000	
IPSEN - Advanced Cancer Webinar		5,100	5,100	
Gilead - BOPA Grant		5,200	5,200	
Bristol Myers Squibb - Not normal for you		10,000	10,000	
	88,927	77,300	166,227	161,533
Payments:				
Executive travel	3,856		3,856	2,601
Expenses			0	1,426
Digital	35,859		35,859	24,728
Symposium costs	19,098	5,200	24,298	14,778
Accountancy	2,268		2,268	2,160
Professional indemnity insurance	968		968	817
Insurance	247		247	272
Online banking	80		80	40
Secretariat	2,010		2,010	3,601
Audit research			0	15,958
Education - LCC	1,255	67,750	69,005	23,753
Educational	4,893	6,000	10,893	1,140
Education - intro to oncology	24,501	8,150	24,501	9,990
Education - podcast	3,605		3,605	
Education - webinar	435	700	1,135	
Life in a day/Day in the life	12,906		12,906	9,628
BOPA grants	12,760		12,760	13,156
Legal fees	3,120		3,120	
Media	500		500	
Abstract	2,675		2,675	
SACT passport	44,455		44,455	
Sundry	35		35	
Prize money	2,000		2,000	
	177,536	87,800	257,186	124,048
Net payments/receipts	-89,309	-1,650	-90,969	37,485
Cash funds brought forward	160,518	93,736	254,254	216,769
Cash funds carried forward	71,209	92,086	163,295	254,254

THE BRITISH ONCOLOGY PHARMACY ASSOCIATION (BOPA)

BOPA summary - y/e 31/03/24

Statement of assets and liabilities

	2023/24	2022/23
Nat West current	60960	153064
Nat West reserve	18819	18569
Scottish Widows	83516	82621
	254254	163295

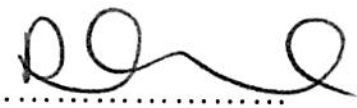
The Accounts were approved by the Committee on 22 January 2025



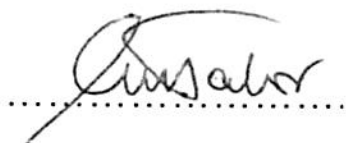
Joseph Williams - Chair



Shereen Nabhani-Gebara - Vice-Chair



Dharmisha Chauhan Co-Treasurer



Anish Tailor Co-Treasurer

