

NPPG

A Private Company Limited by Guarantee

Company Number: 4620347

Registered Charity Number: 1117648

ACCOUNTS FOR THE YEAR ENDED
31 DECEMBER 2020

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

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NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

REFERENCE AND ADMINISTRATIVE DETAILS

DIRECTORS:	A R Mee S R Tomlin D Mowbray N Gooding
SECRETARY:	Profile Productions Limited
CHAIR:	N Gooding
VICE CHAIR:	N Christiansen
TREASURER:	D Mowbray
REGISTERED OFFICE:	69-75 Boston Manor Road Brentford Middlesex TW8 9JJ
COMPANY NUMBER:	4620347
REGISTERED CHARITY NUMBER:	1117648
STATUTORY AUDITOR:	DonnellyBentley Ltd Chartered Accountants & Statutory Auditor Hazlemere 70 Chorley New Road Bolton Lancashire BL1 4BY
BANKERS:	HSBC 525 Prescot Road Old Swan Liverpool L13 5UU

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees, who are also directors of the charity for the purposes of the Companies Act, are pleased to present their annual report together with the audited financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provision of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 18 December 2002 and registered as a charity since 22 January 2007. It is governed by its Memorandum and Articles of Association.

As a registered charity the company is non-profit making and its directors and trustees are volunteers. The company has been incorporated without share capital and it is limited by guarantee, to a maximum of £1 by each of its members.

Appointment of Trustees

The directors/trustees are appointed by the NPPG as the directors/trustees have the power under the governing documents to co-opt individuals who support the objects of the organisation.

Trustee Induction

As part of their induction, the new directors/trustees are provided with information about the charity, the management structure, its history and working practices. In addition they are also provided with extracts of the Memorandum and Articles of Association plus information from the Charity Commission and Companies House regarding the duties and responsibilities of directors and trustees.

The Directors/Trustees who served during the year are listed below:

	31 December 2020	31 December 2019
Members:	Ms Abigail R Mee	Ms Abigail R Mee
	Mr Stephen R Tomlin	Mr Stephen R Tomlin
	Ms Diana Mowbray	Ms Diana Mowbray
	Mr Nigel Gooding	Mr Nigel Gooding

Risk review

The Board has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Organisational Structure

NPPG is managed by its Board of Members and an executive committee which meets four times a year.

Minutes from the previous meeting and discussion papers are circulated before the scheduled meeting. The discussion papers are tabled either by a director/trustee or the executive committee. During the meetings the progress of the past months is assessed and considered against the targets and aims. The current status of the planned work is considered and discussed. Future aims and ambitions are considered in conjunction with the ongoing programme. Any discussion papers circulated before the meeting will be discussed and considered.

Day to day responsibility for the management of the charity has been delegated to Mr S Tomlin.

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A PRIVATE COMPANY LIMITED BY GUARANTEE

REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)

FOR THE YEAR ENDED 31 DECEMBER 2020

2. OBJECTIVES AND ACTIVITIES

The principal activities continue to be the advancement of education and training in paediatric and neonatal pharmacy, including the undertaking of research and the provision of information and advice concerning paediatric and neonatal pharmacy for the benefit of the general public.

3. PUBLIC BENEFIT

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

4. ACHIEVEMENTS AND PERFORMANCE IN THE YEAR

- Involvement in a joint venture to publish a National Formulary of Medicines for Children (BNFC). This is widely used by Health Care Professionals across the UK to ensure that medicines are used in children safely and effectively.
- Involvement in a joint venture to develop information leaflets aimed at the parents of children who are prescribed medicines for various conditions, leading to information leaflets and a website.
- Study days have been done virtually via computer links due to the Covid -19 pandemic.
- The annual conference had to be held virtually over several days due to the pandemic. This was made available on the website for viewing by members until the end of 2020 to allow viewing where possible by anyone who could not attend the session live.
- Production of conference podcasts (placed on the NPPG website) to extend the audience the information can reach.
- Due to the virtual conference, no annual awards were held this year as posters and short papers were not done via the virtual method.
- Ensure that children's medicines practice has remained high on the agenda of national policy, including involvement in NICE, MHRA, DH and RPS.
- Liaison with Pharmaceutical industry to produce products which can be used with safety in children.
- Produced further development of an electronic educational package to aid paediatric oncology pharmacists.
- Continued to produce the paediatric IV guides in conjunction with Medusa.
- Working with the RPS as one of its affiliated specialist partnership groups to aid credentialing of education needs for our membership.
- Information officer responded to several consultations from NPC, RPS, MHRA, EMA, Health and Care Professions Council and NICE in addition to responding to requests from the membership via the website's message board.
- NPPG has put a proportion of our capital into investments with a company "Investec" who specialises in helping charities to invest their capital in a relatively safe and low risk manner. This company is managing the portfolio with input from NPPG in accordance with our investment policy document to enhance future income from our capital.
- Engaged with industry to develop standardising drug infusion concentrations for national use within paediatrics.

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A PRIVATE COMPANY LIMITED BY GUARANTEE

REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)

FOR THE YEAR ENDED 31 DECEMBER 2020

4. ACHIEVEMENTS AND PERFORMANCE IN THE YEAR (Continued)

- Developed an unlicensed/specials formulary in conjunction with DoH to aid a reduction of drug tariff costs and to aid primary/secondary care interface issues.
- NPPG has been working closely with BAPM regarding the standardisation possibilities of neonatal TPN across the country.
- NPPG has now issued several position statements which are being kept updated in light of new information when it arrives.
- NPPG continues to use corporate packages to attract pharmaceutical industry sponsorship to further its goals.
- NPPG continues to work with regional procurement specialists to ensure formulations purchased will be suitable for use within the paediatric population.
- NPPG has taken out indemnity insurance to cover the company should any of these statements be challenged.
- NPPG has decided to continue with funding of the Education and Training and Position Statement posts to further their work.
- NPPG has been aiding the BNFC by acting as expert advisors on queries they have during the updating process of the BNFC.
- Regional subgroups have met virtually through the year to aid study days.
- At the end of the year, NPPG agreed to fund a research project starting in 2021 called PADDINGTON.
- Due to the nature of the pandemic, NPPG decided to open its message board up to non-NPPG members to ensure all new information regarding treatment of these patients was available to all paediatric pharmacists. This will be withdrawn in 2021, with the hope that sharing it has shown the benefits of being a member of the group.

5. FINANCIAL REVIEW

	£
The surplus for the year was	45,439
To which is added the retained surplus brought forward	<u>835,506</u>
Leaving a surplus carried forward of	<u>880,945</u>

NPPG general fund administers the day to day running of the charity. Income is derived from member subscriptions, publications and donations.

Investment Policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

The trustees, having regard to the liquidity requirements of the charity and to the reserves policy, have placed a proportion of capital into investments with a company "Investec" who specialises in helping charities to invest their capital in a relatively safe and low risk manner. The company will manage the portfolio on behalf of NPPG in accordance with the charity's investment policy to enhance future income from capital.

The remaining capital remains within interest bearing current accounts.

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A PRIVATE COMPANY LIMITED BY GUARANTEE

REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)

FOR THE YEAR ENDED 31 DECEMBER 2020

5. FINANCIAL REVIEW (Continued)

Reserves Policy

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level which equates to approximately six months unrestricted expenditure which would be in the region of £78,000 at 31 December 2020. This provides sufficient funds to cover management, administration and support costs and allows the charity to react to changes in funding in a constructive manner. Currently reserves generated are £880,945. The Trustees are aware of the position. They are investigating increasing expenditure in activities which support the objects of the Charity as outlined in the plans for future periods.

6. PLANS FOR FUTURE PERIODS

The charity plans continuing the activities as outlined in (2) above in the forthcoming years by:

- Continuing to further develop jointly with other interested parties and charities, Patient Information Leaflets (PILs) for a greater range of medicines used in children.
- Working with other interested organisations to consider ways of risk managing the use of unlicensed oral liquid medicines in children.
- Maintaining the Paediatric Intensive Care Unit package which has been written to keep the information up to date and relevant.
- Continuing to provide education and training opportunities for NPPG members by hosting an annual conference and specialist study days.
- Facilitating research and development in the field of paediatric pharmacy by hosting research awards.
- NPPG to monitor our investments carefully to ensure income is generated, liaising closely with our investment advisors.
- NPPG to promote corporate sponsorship packages to industry to enhance our investments for the company.
- Continuing involvement in a joint venture to provide specialist input into materials used to train non-specialist pharmacists and pre-registration pharmacists about issues relating to the safe and effective use of medicines in children.
- Developing an electronic based educational package for paediatric oncology pharmacists.
- Maintaining a national IV database suitable for use in children and to develop one suitable for use in neonates.
- To work with like minded pharmaceutical companies to create various tiers of corporate sponsorship of NPPG in order to raise capital to maintain our work, in lieu of reducing funds from the contract with NICE for BNFC year on year.
- To work more closely with the Paediatric Chief Pharmacists group to ensure similar subjects are being covered by all aspects of the profession.
- To work with CPPE to update paediatric educational packages on their website, and to discuss their hosting of the oncology packages being developed by the POP group.
- NPPG will act as expert advisers to BNF Publications when asked to do so.
- NPPG will be reviewing the need for a community pharmacy link to the group.

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A PRIVATE COMPANY LIMITED BY GUARANTEE

REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)

FOR THE YEAR ENDED 31 DECEMBER 2020

7. EVENTS SINCE THE YEAR END

The "Covid 19" pandemic has continued since the year end. For NPPG the consequences of this are that much work will continue to be done remotely and via electronic methods with NPPG continuing to provide webinars open to all members to aid them in their day to day work and to help deal with the changed environment. Many members are continuing to look after a different calibre of patient compared to what they are used to. NPPG will continue to put as much resource together as possible to help its members through this very difficult time.

NPPG will continue to hold an annual conference in November 2021 although whether this is held virtually or in person will depend on government rules.

8. FUNDS

The funds held by the Charity are detailed in note 11 to the accounts.

9. TAXATION

Exemption to taxation has been granted to the charitable company by virtue of its charitable status.

10. STATEMENT OF TRUSTEES AND DIRECTORS RESPONSIBILITIES

The trustees (who are also directors of NPPG for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year.

In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

NPPG**A PRIVATE COMPANY LIMITED BY GUARANTEE****REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)****FOR THE YEAR ENDED 31 DECEMBER 2020****10. STATEMENT OF TRUSTEES AND DIRECTORS RESPONSIBILITIES (Continued)**

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

11. STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

We, the trustees of the company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant audit information of which the company's auditors are unaware; and
- we have taken all the steps that we ought to have taken as trustees in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

We, the directors of the company who held office at the date of the approval of these Financial Statements, confirm so far as we are aware that there is no relevant audit information of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

12. SMALL COMPANY EXEMPTION

In preparing this report the directors have taken advantage of the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

13. AUDITORS

A resolution will be proposed at the Annual General Meeting to reappoint the Auditors, DonnellyBentley Limited, Chartered Accountants and Registered Auditor.

SIGNED ON BEHALF OF THE BOARD BY:-



 Nigel Gooding, Director

4 May 2021

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF NPPG
A PRIVATE COMPANY LIMITED BY GUARANTEE
FOR THE YEAR ENDED 31 DECEMBER 2020

Opinion

We have audited the financial statements of NPPG (the 'charitable company') for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in report of the board, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the report of the board. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

FOR THE YEAR ENDED 31 DECEMBER 2020

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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 prescribed by the Companies Act 2006

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

- the information given in the Report of the Board (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you 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
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 2.4, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 trustees 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 trustees are responsible for assessing the charitable company'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 trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

FOR THE YEAR ENDED 31 DECEMBER 2020

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- We reviewed any journal entries to ascertain the nature of these.
- We reviewed the minutes of meetings of those charged with management and governance.
- We discussed with those charged with management and governance whether there was any actual or potential litigation.
- We enquired of those charged with management and governance whether there were any instances of non-compliance with applicable laws or regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Jonathan Hargraves BA (Hons) FCA (Senior Statutory Auditor)
for and on behalf of DonnellyBentley Limited
Chartered Accountants & Statutory Auditor
70 Chorley New Road
Bolton
BL1 4BY

J C Hargraves

4 May 2021

NPPG**A PRIVATE COMPANY LIMITED BY GUARANTEE****STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)****FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	UNRESTRICTED	
		2020	2019
		£	£
INCOME AND EXPENDITURE			
INCOME:			
Donations and legacies	2	145,993	152,494
Charitable activities	3	21,898	20,296
Investment income	4	10,872	12,348
TOTAL INCOME		178,763	185,138
EXPENDITURE:			
Charitable activities:			
Advancement of education and training in paediatric and neonatal pharmacy	5	156,602	129,735
TOTAL EXPENDITURE		156,602	129,735
NET INCOME		22,161	55,403
OTHER RECOGNISED GAINS AND LOSSES:			
Gain on revaluation of fixed asset investments		23,278	37,312
NET MOVEMENT IN FUNDS FOR THE YEAR		45,439	92,715
Reconciliation of Funds			
Fund Balance Brought Forward at 1 January 2020		835,506	742,791
Fund Balance Carried Forward at 31 December 2020	11	880,945	835,506

Movements in funds are disclosed in note 11 to the financial statements.

All incoming resources and resources expended are derived from continuing activities.

There are no other gains or losses other than those noted above and therefore no separate statement of total recognised gains and losses has been prepared.

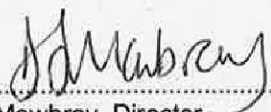
The accompanying accounting policies and notes form an integral part of these financial statements.

NPPG**A PRIVATE COMPANY LIMITED BY GUARANTEE****BALANCE SHEET****AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
FIXED ASSETS			
Investments	7	<u>646,717</u>	<u>621,467</u>
CURRENT ASSETS			
Debtors	8	115,112	109,103
Cash at bank		<u>194,719</u>	<u>159,561</u>
		<u>309,831</u>	<u>268,664</u>
LIABILITIES			
Creditors falling due within one year	9	<u>75,603</u>	<u>54,625</u>
NET CURRENT ASSETS		<u>234,228</u>	<u>214,039</u>
NET ASSETS		<u>880,945</u>	<u>835,506</u>
THE FUNDS OF THE CHARITY:			
Unrestricted Funds	11	<u>880,945</u>	<u>835,506</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The financial statements on pages 4 to 7 were approved by the Board of the Directors and signed on its behalf by:-



 D Mowbray, Director

4 May 2021

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2020

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General information and basis of preparation

NPPG is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is 69-75 Boston Manor Road, Brentford, Middlesex, TW8 9JJ.

The nature of the charity's operations and principal activities are the advancement of education and training in paediatric and neonatal pharmacy including the undertaking of research and the provision of information and advice concerning paediatric and neonatal pharmacy to the benefit of the general public.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Exemption has been taken from preparing a cash flow statement under the Charities SORP 2019 as gross income is below £500,000.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

CONSOLIDATION

The financial statements contain information about NPPG as an individual company and do not contain consolidated information about its associate, RCPCH Publications Limited. NPPG is not a parent company and is therefore not required to account for the investment in its associate using the equity method. The investment in its associate has been measured at cost less impairment.

FUND ACCOUNTING

General Funds are unrestricted funds which represent the accumulated funds of the company that are not subject to any restrictions regarding their use, and are available in the furtherance of the general objectives of the company.

Designated Funds have been designated by the Board for particular purposes, and are also unrestricted as the Board can re-assign those monies if it so desires.

Restricted Funds can only be used for their stated purpose, due to specific conditions imposed by the providers of those funds or grants. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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A PRIVATE COMPANY LIMITED BY GUARANTEE

ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2020

INCOME RECOGNITION POLICIES

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Grants or income relating to a future accounting period or received in advance of the attributable costs is deferred and carried forward as grants and income in advance in creditors.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Investment income is earned through holding assets for investment purposes. It comprises interest receivable on cash balances held in appropriate interest bearing accounts and dividends received from shares held as part of a managed investment portfolio.

No amount is included in the financial statements for volunteers time in line with the SORP (FRS102).

EXPENDITURE

Expenditure is recognised on an accrual basis as a liability is incurred, grants payable being separately disclosed. Expenditure includes irrecoverable VAT and is reported as part of the expenditure to which it relates.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- All costs are allocated between the expenditure categories on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

VAT ACCOUNTING

All grant income and donations are outside the scope of VAT.

Irrecoverable VAT on expenditure is not analysed separately but attributed to the category of expenditure on which it is incurred.

FIXED ASSET INVESTMENTS

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SOFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

Investments in associates are measured at cost less impairment.

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2020

FOREIGN CURRENCIES

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

DEBTORS AND CREDITORS RECEIVABLE/PAYABLE WITHIN ONE YEAR

Debtors and creditors with no stated interest rate and receivable/payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly/liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

TAXATION

The charitable company, but not its trading subsidiary, by virtue of its charitable status, is exempt from corporation tax on any surplus of income over expenditure.

GOING CONCERN

The financial statements have been prepared on a going concern basis as the directors believe that no material uncertainty exists. The directors have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

The preparation of these financial statements requires certain judgements, estimates and assumptions that affect the reported amounts of assets, liabilities, income and expenses. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. INCOME

Income is directly attributable to the principal activities of the company. All income in 2020 and 2019 was attributable to unrestricted funds.

2. DONATIONS AND LEGACIES

	Total Funds 2020	Total Funds 2019
	£	£
Donation from RCPCH Publications Ltd (see note 12)	98,503	102,504
Corporate donation	42,490	42,490
POP Sponsorship	<u>5,000</u>	<u>7,500</u>
	<u>145,993</u>	<u>152,494</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Total Funds 2020	Total Funds 2019
	£	£
Members' subscriptions	16,898	16,322
Income from annual conference	<u>5,000</u>	<u>3,974</u>
	<u>21,898</u>	<u>20,296</u>

4. INVESTMENT INCOME

	Total Funds 2020	Total Funds 2019
	£	£
Bank interest	-	-
Income from managed investment portfolio	<u>10,872</u>	<u>12,348</u>
	<u>10,872</u>	<u>12,348</u>

NPPG**A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2020**

5. ANALYSIS OF CHARITABLE EXPENDITURE	2020	2019
	£	£
Medicines for Children	30,000	20,000
POP study day	870	-
Information officer services	35,000	35,000
Membership liaison officer services	18,539	13,115
Telephone and internet	-	-
Post and stationery	308	1,783
Travelling expenses	3,089	10,791
Room hire	-	2,660
Technical literature	7,565	9,782
Administration and clerical support	15,000	15,000
Insurance	5,137	2,987
Secretarial services	-	(23,985)
Audit	3,295	3,478
Accountancy	3,296	3,479
Sundry	1,580	1,172
Investment management costs	8,900	8,213
Corporate package and conference costs	6,000	9,300
Position Statement and education and training officers	5,801	8,058
Education and training officer	12,088	4,029
Training	-	2,370
Legal fees	-	2,444
NPPG stand at FIP conference	-	2,340
Advertising	-	1,609
Bank charges	134	139
	<u>156,602</u>	<u>129,735</u>

All expenditure in 2020 and 2019 was attributable to unrestricted funds.

All of the above costs relate to direct service provision.

Medicines for Children is a partnership programme by NPPG, RCPCH and WellChild which aims to provide up to date leaflets and a website aimed at parents of children who are prescribed medicines for various conditions.

6. STAFF COSTS

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000 (2019: nil).

Neither the Chairman nor any other directors received any remuneration for their services during the year, thus there was no directors or key management personnel remuneration benefits (2019: nil).

There were no employees during the year excluding directors and voluntary staff (2019: nil).

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

7. FIXED ASSET INVESTMENTS

	Managed Investment Portfolio £	Interest in Associated Undertaking £	Total £
COST OR VALUATION:			
At 1 January 2020	621,465	2	621,467
Additions	10,872	-	10,872
Disposal	(8,900)	-	(8,900)
Revaluation	<u>23,278</u>	<u>-</u>	<u>23,278</u>
At 31 December 2020	<u>646,715</u>	<u>2</u>	<u>646,717</u>
IMPAIRMENT:			
At 1 January 2020 and 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>
CARRYING AMOUNT:			
At 31 December 2020	<u>646,715</u>	<u>2</u>	<u>646,717</u>
At 31 December 2019	<u>621,465</u>	<u>2</u>	<u>621,467</u>

Investments at fair value within the managed investment portfolio comprise:

	2020 £	2019 £
Equities	343,994	327,443
Securities	200,842	195,630
Cash within investment portfolio	7,345	16,736
Property within investment portfolio	21,708	24,399
Alternative assets	<u>72,826</u>	<u>57,257</u>
	<u>646,715</u>	<u>621,465</u>

The investment manager is responsible for managing the investment portfolio in the best interests of the charity which involves the purchase and sale of shares. Any gains on the sale of shares are reinvested directly in the fund and are therefore treated as unrealised by the charity.

Investments within the managed investment portfolio are valued on the basis of mid-market prices from the appropriate Stock Exchange or from the relevant fund manager at the Balance Sheet date. The increase in value of the investments amounting to £23,278 is an unrealised gain to be disclosed under Charities SORP (FRS 102) and does not reflect any actual losses or gains realised by the charity from sales of investments.

Investment management fees for the year to 31 December 2020 were £8,900 (2019: £8,213).

NPPG owns 50% of the ordinary share capital of RCPCH Publications Limited and there is no controlling interest. Therefore the investment in RCPCH Publications Limited has been treated as an associate. Both companies are registered in England and Wales.

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

8. DEBTORS

	2020	2019
	£	£
Amount owed from related undertakings	98,502	102,503
Other debtors	<u>16,610</u>	<u>6,600</u>
	<u>115,112</u>	<u>109,103</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Accruals and deferred income	<u>75,603</u>	<u>54,625</u>

10. ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS: UNRESTRICTED

	2020	2019
	£	£
Fixed asset investments	646,717	621,467
Current assets	309,831	268,664
Current liabilities	<u>(75,603)</u>	<u>(54,625)</u>
	<u>880,945</u>	<u>835,506</u>

The unrestricted fund is used in furtherance of the charity's principal activities as explained in the report of the Board.

11. NET MOVEMENTS IN FUNDS

	At 01/01/2020 £	Incoming Resources £	Outgoing Resources £	Gains and Losses £	At 31/12/2020 £
<i>Unrestricted Funds:</i>					
General Fund	<u>835,506</u>	<u>178,763</u>	<u>(156,602)</u>	<u>23,278</u>	<u>880,945</u>

The General Funds represent the free funds of the charity which are not designated for particular purposes.

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

12. NET INCOME FROM AND TRANSACTIONS WITH RELATED UNDERTAKINGS

The Charity owns 50% of the ordinary share capital of its associate RCPCH Publications Limited, further details of which are given in note 7. RCPCH Publications Limited makes gift payments to its shareholders, usually its total net profit. The share due to NPPG amounts to £98,502 (2019: £102,503) in these financial statements.

RCPCH Publications Limited publishes a formulary for NPPG aimed at pharmacists, paediatricians, general practitioners, nurse prescribers and other health care professionals. The aim of this formulary is to assist those who prescribe, dispense or administer medicines for children. The formulary is unusual in that they cover the off-label use of medicines and also list unlicensed medicines necessary for the treatment of children.

NPPG is not a parent company and therefore the investment in RCPCH Publications Limited has not been accounted for using the equity method. Had it been accounted for using the equity method there would not be any change to the results of NPPG because RCPCH Publications Limited has no accumulated reserves and has not made a profit or loss for the year. This is because all the profits of RCPCH Publications Limited have been gifted to NPPG as a 50% shareholder and to the charity Royal College of Paediatrics and Child Health as the other 50% shareholder.

RCPCH Publications Limited has an accounting reference date of 31 August and a summary of its trading results is shown below.

RCPCH Publications Limited: Summary Results

	31/08/2020	31/08/2019
	£	£
Turnover	235,882	242,309
Cost of sales and administrative expenses	(39,152)	(37,538)
Operating profit	196,730	204,771
Interest receivable	274	237
Net Profit	197,004	205,008
Charitable Trading Funds:		
Balance at 1 September	-	-
Net profit	197,004	205,008
To be gifted to RCPCH for year ended 31 August	(98,502)	(102,504)
To be gifted to NPPG for year ended 31 August	(98,502)	(102,504)
Balance at 31 August	-	-
Charity share:		
Balance at 1 September	-	-
Balance at 31 August	-	-

NPPG**A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2020**

The British National Formulary for Children (BNFC) is produced as a joint venture, the arrangements for which were formalised in an agreement between RCPCH Publications Limited, The Royal Pharmaceutical Society and BMJ Publishing Group Limited dated 13 April 2005. The joint ventures then entered into a three year supply agreement with the Department of Health dated 20 September 2005 to ensure all relevant health professionals in England received the BNFC. On 9 March 2011, the Paediatric Publications Board considered, agreed and signed the new BNFC contract with NICE (National Institute of Clinical Excellence) for the bulk purchase of the formulary over the next eight years.

The first edition of the BNFC was published in September 2005 with the website going live that month and publication of a CD-ROM version in October 2005. The year ended 31 August 2019 principally includes the company's share of income associated with developing and publishing the sixteenth edition of BNFC.

13. RELATED PARTY TRANSACTIONS

There were no related party transactions.

14. TRANSACTIONS WITH DIRECTORS AND TRUSTEES

None of the directors received any remuneration for their services during the year.

All four directors were reimbursed for travel costs or costs which they had incurred on behalf of NPPG for a combined total of £513 (2019: £628).

15. ULTIMATE CONTROLLING PARTY

The charitable company is under the control of the Board.

16. FINANCIAL COMMITMENTS

Total financial commitments which are not included in the balance sheet are £59,950 (2019: £20,000).

NPPG

A PRIVATE COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

17. FINANCIAL INSTRUMENTS

The carrying amounts of the charity's financial statements are as follows:

	31/08/2020 £	31/08/2019 £
Measured at fair value through net income/expenditure:		
- Fixed asset listed investments (note 7)	<u>646,715</u>	<u>621,465</u>
Debit instruments measured at amortised cost:		
- Other debtors (note 8)	16,610	6,600
- Amount owed by related undertakings (note 8)	<u>98,502</u>	<u>102,503</u>
	<u>115,112</u>	<u>109,103</u>
Financial liabilities measured at amortised cost:		
- Accruals and deferred income (note 9)	<u>75,603</u>	<u>54,625</u>
	<u>75,603</u>	<u>54,625</u>

NPPG**A PRIVATE COMPANY LIMITED BY GUARANTEE****INCOME AND EXPENDITURE ACCOUNT****FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020		2019	
	£	£	£	£
INCOME				
Member subscriptions	16,898		16,322	
Corporate donation	42,490		42,490	
Donation from RCPCH Publications Ltd	98,503		102,504	
POP sponsorship	5,000		7,500	
Profit from annual conference	5,000		3,974	
Income from managed investment portfolio	<u>10,872</u>		<u>12,348</u>	
		178,763		185,138
EXPENDITURE				
Medicines for Children	30,000		20,000	
POP study day	870		-	
Information officer services	35,000		35,000	
Professional secretarial service	-		(23,985)	
Membership liaison officer services	18,539		13,115	
Telephone and internet	-		-	
Post and stationery	308		1,783	
Travelling expenses	3,089		10,791	
Room hire	-		2,660	
Technical literature	7,565		9,782	
Administration and clerical support	15,000		15,000	
Auditors' remuneration	6,591		6,957	
Sundry	1,580		1,172	
Investment management fees	8,900		8,213	
Insurance	5,137		2,987	
Corporate package and conference costs	6,000		9,300	
Position statement officer	5,801		4,029	
Education and training officer	12,088		4,029	
Training	-		2,370	
Legal fees	-		2,444	
NPPG stand at FIP conference	-		2,340	
Advertising	<u>-</u>		<u>1,609</u>	
		156,468		129,596
		22,295		55,542
Finance costs				
Bank charges		<u>134</u>		<u>139</u>
NET INCOME FOR THE YEAR		<u>22,161</u>		<u>55,403</u>