

REGISTERED CHARITY NUMBER 1176132

Report of the Trustees and
Financial Statement for the Year Ended 30 June 2023
for
The Commonwealth Pharmacists Association (CPA)

Commonwealth Pharmacists Association

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For The Year Ended 30th June 2023

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The trustees submit their report together with the financial statements of the charity for the year ended 30th June 2023.

Chair's Foreword

It is with considerable pleasure that I sit down to write my first Chair's Foreword for the Commonwealth Pharmacists Association Annual Report. It is a privilege but also a responsibility to have been invited to take over as Chair of such a successful organisation, lead by our excellent Chief Executive, who has been guided by, in turn, my immediate predecessor interim Chair Raymond Anderson, and before him Roger Odd. My thanks to all three of them for establishing and maintaining an organisation in robust good health.

In the course of the year the Association employed charity consultants Mosaic to provide an independent assessment of our strengths and weaknesses, and of opportunities which might be pursued. The report gave us food for thought about both the short and long terms. In particular, it has given us confidence to start the creation of a staffing structure to support the Chief Executive, in order to free her time to lead the organisation.

This Report reveals a good range of programmes, and a strong financial base. It means the Association, supported by the trustees, must now be ambitious to extend the range and geographical reach of what we do. In saying that, I must acknowledge here the generous financial support we receive from our backers (all listed elsewhere in the Report), and the continuing support of the Royal Pharmaceutical Society in facilitating our work.

Objectives and Activities

The CPA's charitable objectives are:

- To advance health for the public benefit by collaborating with other health-related organisations and institutions within and outside the Commonwealth and providing administrative and financial support where possible.
- To advance education for the public benefit (and particularly amongst pharmaceutical staff) by facilitating the dissemination of knowledge about the pharmaceutical sciences and the professional practice of pharmacy through meetings, literature distribution, electronic media and fellowship or exchange programmes.
- To advance health for the public benefit through quality improvement of pharmacy practice, particularly in relation to the promotion of safe and effective systems of medicines management, the promotion of healthier lifestyles and supporting measures to reduce health inequalities.

Summary of Main Activities

An accredited organisation of the Commonwealth, the CPA is a registered charity, leading and developing the pharmacy profession for the benefit of the people of the Commonwealth. The CPA works collaboratively across the Commonwealth to empower pharmacists to improve health and well-being of the communities they serve. The CPA has a growing collaboration plan with WHO and is in special relations, ensuring the strategic alignment of the CPA's work to delivering the Sustainable Development Goals (SDGs).

This year, based on its charitable objectives, the CPA has redefined its strategy around three clear strategic goals. These emerged as a result of an external consultancy exercise, and the resulting organisational restructure. Although these goals cut across all programmes of work, our programmes can be categorised according to the primary goal of alignment:

1. Workforce Capability Building, *developing the pharmacy workforce and building capacity through education and training. This includes our programmes that have a primary focus on education and training:*

- Online continuing professional development (CPD) platform – launched in November 2020 with initial courses on antimicrobial resistance (AMR) and antimicrobial stewardship (AMS) – funded by grants from the Sir Halley Stewart Trust, the UK's Fleming Fund and Novartis.

- Chief Pharmaceutical Officers Global Health Fellowship (ChPOGHF) – building leadership capability for mid-career NHS pharmacists involved in our CwPAMS partnerships (funded by Health Education England)
- AMS Leadership Fellowship for Africa – extending the concept of the ChPOGHF programmes to pharmacists in Africa that are part of our CwPAMS partnerships (funded by the Fleming Fund)
- Fundamentals of Critical Care Course – building capability of pharmacists to work in a critical care setting as part of pandemic preparedness (funded in kind by UCLH and CPA's unrestricted income)

2. Health Systems Strengthening, *support pharmacists to strengthen healthcare systems through the safe and effective USE of medicines, prevention of disease and promotion of healthier lifestyles. This includes our programmes that have a primary focus on the health system:*

- PharmAid – the redistribution of recent editions of pharmaceutical texts to support prescribing in lower resource settings (funded through the CPA's unrestricted income, including membership fees, and a grant from the Royal Pharmaceutical Society).
- Commonwealth Partnerships for Antimicrobial Stewardship 2 (CwPAMS2) and resulting resources and toolkits – e.g. CwPAMS AMR toolkit (funded by the UK's Fleming Fund)
- The Surveillance and Prescribing Support for Antimicrobial Stewardship Resource Capacity Building – (SPARC – also funded by the UK's Fleming Fund), and resulting outputs such as:
 - Prescribing Companion App, supporting antimicrobial prescribing according to evidence-based guidelines
 - Clinical Quality Improvement (CQI) training
- Voluntary Information and Price Sharing Database (VIPSD) – creating a procurement network and establishing a system to share information on the pricing of medicines, setting the scene for pooled procurement networks and enhancing access to medicines and vaccines (funded by the Commonwealth Secretariat)

3. Advocacy, *embedding pharmacists at all levels of medicines management – enhancing access to and quality of medicines and pharmacy services. This includes work through our official advocacy channels, publications, participation in events and social media campaigns:*

- Representation of pharmacists and priority areas related to medicines and vaccines at annual forums and high-level meetings – e.g. Commonwealth Health Ministers Meeting and Commonwealth Heads of Government Meeting.
- Actively promoting world health days and several key policy areas, focusing particularly on:
 - Tackling antimicrobial resistance (AMR) through providing tools and training resources, running surveys, and engaging members to take part in activities for World Antibiotic Awareness Week and the Antibiotic Guardian Awards.
- Raising awareness and creating discussion around the issue of falsified and substandard medicines as active partners of the Fight the Fakes Campaign through joint advocacy papers presented to Commonwealth government forum
- Raising awareness and demonstrating impact through our increasing number of research publications

For more information visit www.commonwealthpharmacy.org

Public Benefit

Upon appointment, all trustees are required to sign a Code of Conduct that outlines the commitment to CPA's charitable objectives and working for the benefit of the public. Trustees are formally briefed on and sent the constitution and links to the Charities Commission Guide on the Responsibilities of Trustees on appointment and asked to familiarise themselves with these documents, as part of the trustee induction process.

As the charity has grown significantly over the last few years, trustee training has been introduced and took place in October and November 6th December 2023, which will include further emphasis on all Charities Commission's Guidance, including that relating to public benefit.

Contribution made by volunteers

Volunteer HR and governance/risk advisors have been appointed to support the work of the charity.

Major activities carried out in the reporting period 1st July 2022 – 30th June 2023

1. Workforce Capability Building	
1a. Online Continuing Professional Development (CPD) platform	
<p>Background: The Continuing Professional Development (CPD) platform provides pharmacists with key courses to continue their professional development and optimise the care they provide to patients. Both the technological infrastructure and course content have been developed to align with global policy and address global health priorities, as defined by the Commonwealth and WHO. By collaborating with each NPA, the CPA supports both the organisation, helping to build their membership and advocacy efforts, and provides pharmacists with a free resource that supports their professional development. Where applicable, in-country accreditation is obtained through the NPA, enabling pharmacists to use the learning as credits towards their own national CPD requirements.</p> <p>Aim: To upskill the pharmacy workforce, building capacity in health systems and improving patient outcomes and safety.</p> <p>Countries: Sixteen countries across three continents: Cameroon, Eswatini, Fiji, Gambia, India, Kenya, Lesotho, Malawi, Mauritius, Namibia, Saint Vincent & The Grenadines, Sierra Leone, South Africa, Tanzania, Uganda, Zambia.</p> <p>Timeline: An ongoing programme to deliver CPD modules relevant for our members every quarter.</p> <p>Key milestones and deliverables:</p> <ul style="list-style-type: none"> • Launched 2 new courses, each with four-modules Diabetic Eye complication and Malaria courses. • Updated two Antimicrobial Stewardship courses. • Incorporated Behaviour Change Outcomes in our courses to promote lasting changes in practice for our learners. • A total of seven live courses, 112 hours of learning and additional AMS tools and resources now available on the platform. • A total of 9,800+ pharmacists enrolled on the platform (July 2023), an increase of 1,100+ users compared to last year (n=8,700). • Two more countries joined the membership. • Launched individual membership for access to the platform. • Conducted a user feedback survey, with over 500 respondents (January 2023) <p>Outcomes and Impact:</p> <ul style="list-style-type: none"> • Strengthened relationship and engagement with member NPAs. 	<p>Cameroon Eswatini Fiji Gambia India Kenya Lesotho Malawi Mauritius Namibia Saint Vincent & The Grenadines Sierra Leone South Africa Tanzania Uganda Zambia</p>

<ul style="list-style-type: none"> ● Increased enrolment on-to the platform. ● Increased engagement with our courses and improved completion rates. ● Results from the feedback survey showed that 80% of users felt that the topics were relevant to their practice, with 86% reporting that undertaking our CPD courses improved their knowledge and 83% it improved their practice. ● Abstract submitted to the Annual Congress of the International Pharmaceutical Federation (FIP) in June 2023, and accepted for poster presentation, in September 2023, in Brisbane, Australia. <p>Next steps and future work:</p> <p>The CPA continues to source funding to maintain and develop the platform and to ensure that it remains a free resource for all pharmacists across the Commonwealth and beyond. Our platform users want more variety, including case studies and the opportunity to reflect on practice and interactive webinars, which we have incorporated into our work plan for next year.</p> <p>We have introduced individual membership, which will allow a wider reach of pharmacists across the globe to access our courses beyond the Commonwealth. There will be a focus on promoting individual membership to drive enrolment onto the platform.</p>	
<p>1b. Chief Pharmaceutical Officer's Global Health Fellowships (CPhOGHF)</p> <p>Background:</p> <p>Following the announcement of the successful CwPAMS grantees in early February 2019, a cohort of sixteen UK mid-career pharmacists undertook a year-long Chief Pharmaceutical Officer's Global Health (CPhOGH) Fellowship, in parallel with the CwPAMS, taking on leadership roles to deliver the projects selected by their partnerships. In addition, they completed a short Global Pharmacy Course supported by Brighton & Sussex Medical School as well as an adapted Health Education England (HEE) International Fellowship (IGH) Induction Programme and attended action learning sets provided by the CPA. Each Fellow also worked with a UK-based mentor throughout the Fellowship and undertook a leadership development experience using the NHS Healthcare Leadership model. In 2021, additional funding was secured and a further cohort of thirteen UK mid-career pharmacists who were part of the CwPAMS extension partnerships were enrolled in the fellowship programme, and successfully completed in December 2022.</p> <p>Aims:</p> <p>CPhOGHF aimed to:</p> <ul style="list-style-type: none"> ● Support sustainable improvement in healthcare. ● Provide an unparalleled personal, leadership development and global pharmacy experience with shared learning opportunities between UK and African counterparts. ● Create a cadre of skilled leaders with quality improvement skills who can use these skills. <p>Countries:</p> <p>Seven countries across 2 continents - Ghana, Malawi, Sierra Leone, Tanzania, Uganda, United Kingdom, Zambia.</p> <p>Timeline:</p> <p>The programme was delivered in one year, with completion in December 2022.</p>	<p>Ghana Kenya Malawi Nigeria Sierra Leone Tanzania Uganda United Kingdom Zambia</p>

<p>Key milestones and deliverables:</p> <ul style="list-style-type: none"> • Delivered a two-day Leadership Development Course. • Delivered six courses in Global Pharmacy on a monthly basis. • Delivered a mentorship programme, with each fellow being assigned a mentor to support them. • Fellows co-lead on the delivery of at least two CwPAMS objectives. <p>Outcomes and Impact:</p> <ul style="list-style-type: none"> • All thirteen Fellows felt that their participation in the CPhOGH Fellowship programme has been valuable, and they have gained a greater understanding of global health and leadership skills, developed resilience and motivation for their current roles, and a better appreciation for problem-solving with limited resources. • 64% of the Fellows had gained a better understanding of how to apply pharmacy skills in a global health context and 55% had gained a greater understanding of international development and health partnership principles, antimicrobial stewardship (AMS) in low and middle-income contexts, and leadership skills. • Senior colleagues who participated in the programme recommended the CPhO Global Health Fellowship to other pharmacists in their department and identified compassionate leadership, innovation, great communication skills, good collaboration and stakeholder engagement as some of the strengths displayed by the Fellows. • 86% of the supervisors thought their fellow was ready for a more senior role after completing the fellowship. • Most of the Fellows faced disruptions due to the COVID-19 pandemic, however, all the fellows were able to meet their objectives and deliver their respective outcomes. • The Fellows were proud of the progress they made in their projects, with impact on people's lives, collaborative working, capacity building, and knowledge transfer and sharing identified as the main themes. <p>Next steps and future work: We look forward to running a third cohort of the CPhOGH Fellowship once funding has been secured.</p>	
<p>1c. AMS Leadership Fellowship for Africa</p> <p>Background: Based on the success of the UK's Chief Pharmaceutical Officers Global Health Fellows programme, a similar fellowship programme, the Africa Leadership Fellowship-AMS (ALF-A), has been developed for mid-career pharmacists in Africa that are part of a CwPAMS 2 partnership. The year-long programme is due to commence in October 2023 during the first phase of CwPAMS 2.</p> <p>Aims: ALF-A aims to:</p> <ul style="list-style-type: none"> • Support AMS capacity building nationally and being key to sustainability. • Provide mentorship and leadership skills to pharmacists who are part of a CwPAMS partnership in each LMIC. • Empower and develop country leaders to continue the mission of tackling AMR in the long term. • Leverage training materials developed during CwPAMS extension phase. 	<p>Ghana Kenya Malawi Nigeria Sierra Leone Tanzania Uganda United Kingdom Zambia</p>

<p>Countries: Eight countries across the African continent - Ghana, Kenya, Malawi, Nigeria, Sierra Leone, Tanzania, Uganda, Zambia.</p> <p>Timeline: ALF-A will deliver a 12-month long fellowship programme for 30 pharmacists by December 2024.</p> <p>Key milestones and deliverables:</p> <ul style="list-style-type: none"> • Project kick-off and partners engagement for delivery of the various aspects of the programme. • Developed and published the ALF-A programme brochure in April 2023. • Developed application form, recruitment and selection process. • Applications opened 1st -30th June and promoted as follows: <ul style="list-style-type: none"> ◦ Oral presentation at CwPAMS 2 Grants virtual event. ◦ Oral presentation at CwPAMS 2 in-country Inception meetings across the eight countries. Oral presentation at the Fleming Fund Alumni event to recruit mentors for the fellows. Formalised partnership with Novartis Volunteer Services for a Leadership expert to co-deliver leadership webinar and mentor fellows. • Planned and developed tools for monitoring and evaluation of the programme. <p>Outcomes and Impact: A total of 68 applications were received for the ALF-A programme from across the eight countries - application review and selection underway. Published a peer reviewed paper: Ikhile I, Gülpnar G, Iqbal A, Kamere N, Ward B, Halai M, Chan AHY, Muringu E, Munkombwe D, Lawal M, Nambatya W, Esseku Y, Kaminyoghe F, Barlatt S, Muro E, Savieli C, Ashiru-Oredope D, Rutter V. Scoping of pharmacists' health leadership training needs for effective antimicrobial stewardship in Africa. J Pharm Policy Pract. 2023 Mar 2;16(1):33. doi: 10.1186/s40545-023-00543-2. PMID: 36864477; PMCID: PMC9979108.</p> <p>Next steps and future work: The next steps include finalising the monitoring and evaluation process, training materials and mentor recruitment and training.</p>	
<p>1d. Fundamentals of Critical Care Course</p> <p>Background: As a result of the COVID-19 pandemic, University College London Hospital (UCLH) began running an online course to upskill pharmacists in critical care knowledge and skills. It was so successful that it is now run virtually each year.</p> <p>Aim: To collaborate with UCLH and offer 100 free places to Pharmacists Across LMICs of the Commonwealth to train in the fundamentals of critical care. This was particularly important for pandemic preparedness as many pharmacists found themselves working in a critical care setting without any training during COVID-19.</p> <p>Key Milestones and Deliverables: CPA negotiated 104 free places, which were offered to pharmacists around the Commonwealth who were involved in critical care to further develop their knowledge and skills.</p>	<p>Bangladesh Cameroon India Kenya Malawi Mauritius Nigeria Pakistan Sierra Leone St Vincent and the Grenadines Tanzania</p>

<p>Outcomes and Impact: Learners completed the course and undertook a survey, feeding back that the course was valuable in preparing them to work in a critical care setting.</p> <p>Next Steps and Future Work: This will be repeated next year.</p>	Trinidad and Tobago Uganda Zambia
2. Health Systems Strengthening	
<p>2a. PharmAid</p> <p>Background: PharmAid, a core membership offering, is an annual scheme that has been running since the establishment of the CPA in the 1970s.</p> <p>Aim: To provide medicines information resources such as pharmaceutical formularies and books, across the Commonwealth.</p> <p>Countries: Six countries across the African continent - Zambia, Ghana, Sierra Leone, Uganda, Malawi and Tanzania.</p> <p>Timeline: The PharmAid scheme is an annual charitable initiative that runs every year. The book donations run all year round and delivery takes place between July and December.</p> <p>Key milestones and deliverables: A cost-benefit exercise was conducted on the PharmAid scheme, revealing its high delivery cost in its current form. For this reason, the CPA signed a Memorandum of Understanding with BookAid International to manage the scheme. Amongst the changes introduced in this partnership is donating and delivering brand new books, the British National Formulary (BNF) and the British National Formulary for Children (BNFC).</p> <p>Outcomes and Impact: 4,400 books were requested this year and will be delivered between July - December 2023. The CPA received requests for book donations of 9,123 books from PharmPress, and 5,566 book request donations from the National Institute for Health and Care Excellence.</p> <p>Next steps and future work: The CPA has partnered with BookAid this year who will deliver brand new books to Commonwealth countries across the African continent where BookAid operates. The CPA is looking at sourcing other types of Medicines Information books beyond BNF and BNFC.</p>	Ghana Malawi Sierra Leone Tanzania Uganda Zambia

<p>2b. Commonwealth Partnerships for Antimicrobial Stewardship (CwPAMS)</p> <p>Background: The Commonwealth Partnerships for Antimicrobial Stewardship (CwPAMS) programme aims to tackle antimicrobial resistance (AMR) by supporting low- and middle-income countries (LMICs) to generate, use and share AMR data. The programme is managed by CPA in partnership with the Tropical Health and Education Trust (THET), and is funded by the UK Department for Health and Social Care's Fleming Fund.</p> <p>Aim: CwPAMS aims to leverage the expertise, particularly in pharmacy, of UK health institutions, volunteers and technical experts to strengthen the capacity of the national health workforce and institutions in Commonwealth countries around the following focus areas:</p> <ul style="list-style-type: none"> ● Improving antimicrobial stewardship (AMS), including surveillance through the use of a point prevalence survey (PPS), data collection and analysis ● Building antimicrobial pharmacy expertise and capacity ● Enhancing infection prevention and control (IPC) ● Improving the use of clinical microbiology and antimicrobial prescribing data to inform clinical decisions ● Enhancing the detection and reporting of substandard and falsified antimicrobial medicines ● Supporting community pharmacy. ● One Health <p>Countries: Nine countries across two continents - Ghana, Kenya, Malawi, Nigeria, Sierra Leone, Tanzania, Uganda, United Kingdom, Zambia.</p> <p>Timeline: CwPAMS has been running since 2018 with the first phase successfully ending in June 2022 (CwPAMS 1). A second phase (CwPAMS 2) is currently running from July 2022 to March 2025 (delivered within 2.5 years), supporting new projects and also more mature projects which have been running since the inception of the programme.</p> <p>Key milestones and deliverables:</p> <ul style="list-style-type: none"> ● Scoped the AMS landscape in the eight CwPAMS African countries and developed country reports describing the AMS context in each of the eight CwPAMS countries. Launched a call for the applications of the second phase of the programme (CwPAMS2). ● Selected 24 AMS projects to be implemented across the eight CwPAMS African countries in partnerships between health institutions in the UK and Africa. ● Developed the 'Hub and Spoke' model for delivery of mature CwPAMS 2 partnerships. Seven CwPAMS 1 institutions in Africa were selected as Hubs to facilitate the rollout of the 'Hub and Spoke' model. ● Conducted virtual welcome meetings and in-country inception launch events of the projects selected in each of the eight CwPAMS African countries and widely disseminated live on Twitter. ● Interacted with grantees and key in-country stakeholders across the eight CwPAMS African countries. ● Identified and recruited technical experts to support the development and delivery of our technical work streams including Integration and Use of Microbiology Data. 	<p>Ghana Kenya Malawi Nigeria Sierra Leone Tanzania Uganda United Kingdom Zambia</p>
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Outcomes and Impact:

- Eight AMS landscape scoping reports have been developed and informed the scope and focus of the CwPAMS2 projects.
- A total of 24 AMS projects were funded to contribute to the AMR fight across the eight countries.
- Built and strengthened relationships with key in-country stakeholders across the eight CwPAMS African countries and established platforms for further engagement.
- Organised and developed resources to support the delivery of our technical work streams including:
 - An AMS resources Handbook and Website Page
 - Scoping Survey on Microbiology Capacity
 - Learning Needs Analysis Survey
 - The Hub and Spoke Hand book.
- Our AMS Game won an award for Innovation and Technology at the Antibiotic Guardian Awards 2023. We were also shortlisted for our AMS Explainer videos and celebrated the success of one of our CwPAMS health partnerships between Nottingham Trent University, Makerere University, Buckinghamshire Healthcare NHS Trust and Entebbe Regional Referral Hospital (ERRH) who were winners of the Multi-country Collaboration category.
- A blog was widely disseminated on social media showcasing our award after the event.
- During World Antimicrobial Awareness Week (November 2022), the CPA in partnership with the International Pharmaceutical Federation (FIP), culminated a series of six 'AMS in Action' webinars (where CwPAMS impact was showcased) with further promotion of the CwPAMS resources and physical AMS board games were offered as prizes to winning individuals who shared their innovative solutions of tackling AMR. Three patient representatives were invited to share their personal experiences and the meetings were widely disseminated on social media and live on Twitter.
- An abstract showcasing the impact of the first phase of the programme was accepted for oral presentation at the International Pharmaceutical Federation Congress of 2023.
- The global role of CwPAMS2 in AMS highlighted in an article by the Antibiotic angels team at the Manchester Foundation Trust.

The impact and lessons learnt from the first phase of the programme were published in peer reviewed journals under various subjects as detailed below:

Supply Chain and Antimicrobial Stewardship

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC10225941>

Development and User Feedback on Antimicrobial Stewardship Explainer Videos:

<https://www.mdpi.com/2673-9992/15/1/15>

Development and Implementation of an Antimicrobial Stewardship Checklist in Sub-Saharan Africa:

<https://research.bond.edu.au/en/publications/development-and-implementation-of-anantimicrobial-stewardship-ch>.

Scoping Review of National Antimicrobial Stewardship Activities in Eight African Countries and Adaptable Recommendations:

<p>https://www.mdpi.com/2079-6382/11/9/1149</p> <p>Developing and implementing antimicrobial stewardship interventions in four African commonwealth countries through a health partnership model: https://www.publichealthinafrica.org/jphia/article/view/2335</p> <p>Developing a Board and Online Game to Educate People on Antimicrobial Resistance and Stewardship: The AMS Game: https://www.mdpi.com/2673-9992/15/1/12</p> <p>Next steps and future work:</p> <ul style="list-style-type: none"> • Development and implementation of the 24 AMS projects by December 2024, focusing on surveillance (PPS), IPC, pharmacy, substandard and falsified antimicrobial medicines, microbiology and One Health. • Establishment of the 'Hub and Spoke' model. • Delivery of training, for example in conducting PPS, integrating and using microbiology data, AMS in community pharmacy and 'Hub and Spoke' model. • Development of courses to support integration and use of microbiology data. • Development of mechanisms to support identification and control of substandard and falsified medicines. • Promotion and development of AMS tools and resources, including the Prescribing Companion App. • Support leadership development of AMS committees and institutional leads. • Integration of research in the CwPAMS2 programme. 	
<p>3c. SPARC - Surveillance and Prescribing Support for Antimicrobial Stewardship Resource Capacity Building</p> <p>Background: The Surveillance and Prescribing Support for Antimicrobial Stewardship Resource Capacity Building (SPARC) programme delivers innovative solutions to improve antimicrobial surveillance and prescribing in partner countries with a geographic focus in LMICs in Africa and Asia, to build workforce capability, capacity and resilience in health systems, in the drive for better global antimicrobial stewardship.</p> <p>Aim: The SPARC programme has two core workstreams:</p> <ol style="list-style-type: none"> 1. Design and build a mobile application, the Prescribing Companion App, to support prudent antimicrobial prescribing in human and animal health. 2. Support antimicrobial use and surveillance in human health through PPS data collection on the use of antimicrobials and training in CQI in AMS for multidisciplinary clinical teams. <p>Countries: 22 countries across three continents in Africa, Asia and Oceania - Bangladesh, Bhutan, Eswatini, Ghana, India, Indonesia, Kenya, Laos, Malawi, Nepal, Nigeria, Pakistan, Papua New Guinea, Senegal, Sierra Leone, Sri Lanka, Tanzania, Timor Leste, Uganda, Vietnam, Zambia, Zimbabwe.</p>	<p>Bangladesh Bhutan, Eswatini Ghana India Indonesia Kenya Laos Malawi Nepal Nigeria Pakistan Papua New Guinea Senegal Sierra Leone Sri Lanka Tanzania</p>

<p>Timeline: SPARC phase 1 was delivered from January 2022 to June 2023. The programme is expected to extend to December 2023 to support scoping for Phase 2.</p> <p>Key milestones and deliverables:</p> <ul style="list-style-type: none"> • Launch of the Prescribing Companion App and website in November 2022 - an offline, free to download, and customisable application, available to all 22 countries. • GlobalPPS training and data collection delivered in 5 countries. • CQI training delivered to clinical specialists in 5 countries. <p>Outcomes and Impact:</p> <p>Workstream 1</p> <ul style="list-style-type: none"> • Thirteen App champions (super users) from thirteen countries trained in app customisation and maintenance. Countries include: <ul style="list-style-type: none"> ◦ Uganda, Zimbabwe, Ghana, Bangladesh, Nepal, Nigeria, Timor-Leste, Kenya, Tanzania, Zambia, Malawi, Bhutan, Sierra Leone. • Ten national guidelines published on the Prescribing Companion App. • International AMS/IPC core module made available to all 22 countries through the Prescribing Companion App and website. <p>Outcomes and Impact:</p> <p>Workstream 2 and 3</p> <ul style="list-style-type: none"> • GPPS training delivered across 25 sites in 5 countries: Malawi, Nepal, Nigeria, Timor Leste, Zimbabwe - 50 data collectors. • CQI for clinicians serving over 10,700 inpatients. • 12 million patient population served across PPS sites. <p>Next steps and future work:</p> <ul style="list-style-type: none"> • SPARC is expected to be extended to December 2023 to support: • Further development and deployment of the Prescribing Companion App. • Use of collected antimicrobial use data for action. • Scoping for SPARC 2. • Separate web pages are under development for SPARC, the Prescribing Companion App, CQI and PPS and App Champion Tools page. 	<p>Timor Leste Uganda Vietnam Zambia Zimbabwe</p>
<p>3d. Commonwealth Voluntary Information and Price Sharing Database</p> <p>Background: The Commonwealth Voluntary Information and Price Sharing Database (VIPSD) is an initiative that was developed following the 2018 Commonwealth Health Ministers deliberation to establish an information sharing mechanism between member states. The Commonwealth Secretariat initiated the process for the development of the VIPSD, an electronic database that aims to increase equitable access to essential medicines, health commodities and procurement data assisting informed decision making when sourcing essential medicines. Endorsed in May 2021 by Commonwealth Health Ministers, the database's uptake and deployment has been low.</p> <p>Aim: The first phase of the project (June - November 2023) will build the foundation for the scale up activities focusing on:</p> <ul style="list-style-type: none"> • Scoping the procurement landscape in select Member States to understand the scope and gaps of available databases. Findings will inform further development of 	<p>All Commonwealth countries</p>

<p>an updated and relevant database.</p> <ul style="list-style-type: none"> • Establish a network of contact persons (Heads of Procurement and IT) and form expert groups to support implementation activities. • Develop and disseminate technical documents including a VIPSD user manual. • Deliver engagement/information sessions to procurement stakeholders in select member states. <p>Countries: 20 select countries across five regions of the Commonwealth. The E. Caribbean, SADAC, ASEAN, Malta / Europe and the Pacific.</p> <p>Timeline: VIPSD will be delivered between June to November 2023.</p> <p>Key milestones and deliverables:</p> <ul style="list-style-type: none"> • Project kick off on 1 June 202 • Development and adaptation of the scoping document • Identification of technical experts and officers. <p>Next steps and future work: Systematic deployment of the VIPSD over the 56 Member states within the Commonwealth (Dec 2023 and beyond).</p>	
3. Advocacy	
<p>3a. Digital Campaigns</p> <p>The CPA has an annual calendar of health campaigns that they support and promote that are relevant to the Commonwealth and aligned to our strategic goals.</p> <p>The purpose of these campaigns is to raise awareness of health issues affecting the Commonwealth and the role of pharmacists in tackling these, encouraging and empowering pharmacists around the Commonwealth to better serve their communities.</p> <p>Two of the largest campaigns run each year are around World Antimicrobial Awareness week and Commonwealth Pharmacists Day.</p> <p>World Antimicrobial Awareness Week</p> <p>During World Antimicrobial Awareness Week (November 2022), the CPA in partnership with the International Pharmaceutical Federation (FIP), culminated a series of six 'AMS in Action' webinars (where CwPAMS impact was showcased) with further promotion of the CwPAMS resources and physical AMS board games were offered as prizes to winning individuals who shared their innovative solutions of tackling AMR. Three patient representatives were invited to share their personal experiences and the meetings were widely disseminated beforehand on social media and live tweeted during the events.</p> <p>Commonwealth Pharmacists Day</p> <p>Background: The Commonwealth Pharmacists Day, celebrated annually on the 16th of June, is a dedicated occasion to recognize and appreciate the crucial role pharmacists perform in the healthcare systems spanning the 56 Commonwealth nations.</p>	<p>All Commonwealth countries</p>

<p>Theme for 2023: The chosen theme for this year was “Your Pharmacist, Your Partner in Health.”</p> <p>Main Campaign: The core of the campaign for 2023 was centred around self-representation, enabling pharmacists from across the Commonwealth to participate actively. This involved:</p> <ul style="list-style-type: none"> • Uploading personal photographs. • Submitting their names and respective countries. • Receiving a personalised flyer bearing their name, country, and a relevant message. Sample messages included: “Your pharmacist, your access to public health resources, “Your pharmacist, your access to pain management options” and “Your pharmacist, your access to vaccines and immunizations”. <p>Promotion and Outreach: Article Publication: An article detailing the theme, significance of the day, and participation methods was published prior to the event. It garnered significant traction with over 4,000 views and approximately 1,700 complete reads. Victoria Rutter, the CEO, wrote an article dedicated to the occasion, which was subsequently shared across all official social media channels.</p> <p>Newsletter: On the day, a newsletter was circulated to approximately 11,000 pharmacists within the Commonwealth community. It achieved a 33% open rate, translating to over 4,000 recipients actively engaging with its content.</p> <p>Flyer Distribution: Over 1,500 personalised flyers were created and shared by pharmacists throughout the Commonwealth. Generic flyers promoting Commonwealth Pharmacists Day were disseminated extensively across various social media platforms.</p> <p>3b. Advocacy around Substandard and Falsified Medicines at CHMM</p> <p>Background: Substandard and Falsified Medicines (SFMs) are a growing threat to the public health of nations, with an estimated 1:10 medicines in low/middle-income countries (LMICs) to be substandard or a fake. SFMs result in ineffective treatment and harm to patients, eroding people’s trust in health systems and governmental efforts to fight communicable and non-communicable diseases. Weak and fragmented regulation further exacerbates the problem in many countries. We must minimise the impact of SFMs to improve patient safety and public health.</p> <p>Aim: To write and present a paper to CHMM with a call to action for health ministers to develop a co-ordinated and urgent response.</p>	<p>All Commonwealth countries</p>
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<p>Milestones and Deliverables: Successful submission of paper.</p> <p>Outcomes and Impact: The recommendation was also presented as a recommendation from Civil Society to the Health Ministers and was taken up into the CHMM ministerial statement.</p> <p>Next Steps: This work will be followed up through the CPA's SF medicines work streams that are part of our portfolio of programmes and further advocacy built into future Commonwealth government meetings.</p>	
<p>3c. Research & Dissemination</p> <p>The CPA has an active research programme, with over 35 publications since 2018, highlighting the impact of our programmes and issues around access to, and use of, medicines as well as the full breath and expertise of pharmacists in these fields.</p> <p>A full list of publications can be found on the CPA Website: https://commonwealthpharmacy.org/publications</p> <p>During 2023, we have also developed and delivered a total of 10 conference abstracts, 8 poster presentations and 4 conference talks, including:</p> <ul style="list-style-type: none"> • 3 abstracts to the International Pharmaceutical Federation Congress (Brisbane, Australia) - these resulted in 1 oral and 2 poster presentations. • 3 abstracts to the Royal Pharmaceutical Society Conference (London, UK) - these resulted in 3 poster presentations. • 3 abstracts to the Federation of Asian Pharmacists Association Conference (Taipei, Taiwan) - these resulted in 3 oral and 3 poster presentations. • 1 abstract to the International Conference on Public Health in Africa (Lusaka, Zambia). <p>We continue to work to ensure continuous communication and dissemination of our work to achieve high impact.</p>	All Commonwealth countries

Financial Review

The Charity has remained stable after rapid growth in the previous year, reflected in a turnover for the year of £790K (2022: £852K).

The Charity's core unrestricted fund shows a surplus of £19K increasing the core funds from £88K to £107K. This is in line with the reserves policy to build the resilience of the organisation. Designated funds show a surplus of £21K increasing the reserves from £4K to £25K.

Restricted funds have increased with a surplus of £2K to £186K (2022: £184K) which reflect the unspent funds for project activity that extends over the next 2 financial years.

The Charity begins the new financial year in a good financial position. The total funds carried forward are £319K (2022: £277K).

Reserves Policy

Reserves are held to help the charity operate efficiently. The unrestricted reserves are that part of the charity's funds that are freely available to spend on the charity's purposes. Whilst ensuring that the charity holds at least three months of unrestricted funds to cover running costs, the reserves policy also looks at building up reserves for unforeseen expenditure which will strengthen the resilience of the charity. Unforeseen expenditure can include a shortfall in income, temporary cash flow issues, uncontrolled costs, trustee liability, sudden closure. A decision to carry £83K in unrestricted reserves would be deemed prudent and will be reviewed quarterly considering a growing team of employed staff. These reserves would be held to cover:

Income risk	£18,000
Working capital reserve	£19,500
Cessation reserve	£45,500

The current reserves of £133K are therefore adequate.

Principal sources of funds:

- £312,373 (2022: £120,416) from the Department of Health and Social Care's (DHSC) Fleming Fund to provide the technical input and oversight to the Commonwealth Partnerships for Antimicrobial Stewardship (CwPAMS) programme and £223,992 (2022: 510,075) for the SPARC programme.
- £25,000 (2022: £25,000) from the Royal Pharmaceutical Society to support staffing costs.
- £60,000 (2022: £110,000) grant from Novartis to support the delivery of our strategic programmes, including the online learning platform.
- £20,653 (2022: £41,682) from membership fees and donations.
- £125,000 from Pfizer as a Medical education grant to support pharmacists attaining the relevant local CPD via the CPD platform.
- £10,000 from Menarini to support AMR/AMS CPD programme courses to align with international standards and incorporate behavioural change outcomes that can be assessed.
- £23,600 from The Commonwealth Secretariat to support and develop the Voluntary Information Price Sharing Database.

Principal Risks

The CPA has a strategic risk register in addition to those relating to individual projects. The risks to the charity have been identified as:

1. Breach of Data Protection regulations/law
2. Insufficient unrestricted funding
3. Incident arising as a consequence of non-compliance with legislation or policy.
4. Inability to deliver the CPA annual work programme as the organisation evolves.
5. Trustees may fail to understand and deliver on their role.
6. Inability to meet contractual commitments due to poor cash flow management.

The response and mitigations relating to these risks are detailed in the strategic risk register and are reviewed monthly by the senior management team and every quarter in liaison with the Board of Trustees. A further in-depth review of the risk register took place on 10th October 2023.

Structure, Governance and Management

The charity is governed by the constitution accepted in December 2017, and adopted in July 2018 when the CPA officially began functioning as a Charitable Incorporated Organisation (CIO). This replaced the original constitution that related to the establishment of the unincorporated charity that was adopted in Dec 2015.

The charity is a CIO consisting of 25 member organisations (2022: 36) and over 10,023 individual members (2022: 9000) to date. Traditionally the CPA has been an association of member organisations. Individual reach is expected to continue to grow in line with the relationships and collaborative working opportunities developed.

Trustees

In accordance with the constitution, there are:

- 2 ex-officio Trustees (the President and immediate past President) who remain in office for the duration of their service (up to 2 terms of 2 years)
- Up to 4 nominated Trustees that serve a 3-year term (currently our Treasurer and Chair)
- Between 4 and 12 elected Trustees that are appointed or reappointed annually in accordance with the constitution (1/3 must step down each year) at the AGM

Organisational Structure

The CPA is governed by the board of Trustees.

The Chief Executive Officer reports to the board of trustees and manages the day to day running of the organisation, working with the CPA team of staff, consultants, and volunteers.

The CPA's council and regional assembly (previously referred to as 'executive') consist of representatives from the national pharmacy associations (NPAs) of the Commonwealth, from which the President and Vice president are elected. These bodies serve as an advisory board to the CPA, helping to set and deliver the strategy.

The CPA is in a unique position in terms of the organisation's established and potential relationships, particularly in terms of:

- The heritage and close working established with the six global regions of the Commonwealth over the years and the national pharmacy associations (NPAs) in Commonwealth member states.
- The space the CPA owns for pharmacy, as an advocate for members at national meetings and Commonwealth forums. This includes the opportunity to work with other civil society organisations to provide input into health advisory committees and the Commonwealth Health Ministers meetings.
- The special relationship we have enjoyed with the Royal Pharmaceutical Society (RPS), having originated from this organisation in 1970.
- The relationships and memorandums of understandings with several partners who have aligned visions and common areas of work, for example the International Pharmaceutical Federation (FIP) and the Collaboration of Australians and Sri Lankans for Pharmacy Practice Education and Research (CASPPER).
- The partnership and joint working that we have established with other organisations with similar aims and objectives – for example, the Tropical Health and Education Trust (THET) whom CPA partners with to deliver CwPAMS.
- The relationship developed with the world health organisation (WHO), where the CPA have an evolving collaborative work plan and are in 'special relations'.

Reference and Administration Details

Charity name:	The Commonwealth Pharmacists Association
Charity's Commission registered number:	1176132
Charity's principal address:	66-68 East Smithfield, London, E1W 1AW

Commonwealth Pharmacists Association

Report of the Trustees
For The Year Ended 30th June 2023

Trustees during the year were:

Tony Downes	Chair	Appointed 6 th Dec 2022
Raymond Anderson	Acting Chair to 6 th Dec 2022	
Mary Anne Ciappara	President	
Biya Oloko	Treasurer	
Claire Anderson		
Zaheer Babar		
Manjula Halai		Appointed 6 th Dec 2022
Oksana Pyzik		
David Reissner		Appointed 7 th Feb 2023
Claire Thompson		Appointed 6 th Dec 2022
Rao Vadlamudi		

Volunteer Advisors:

Matthew Hayday	Governance & Risk Advisor
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Independent Examiner:

Vicky Newham CPAA	Solutions Accountancy & Bookkeeping Ltd
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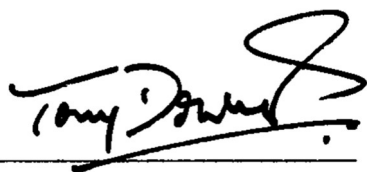
Other key personnel:

Victoria Rutter	Chief Executive Officer	
Josie Malloy	Business & Finance Manager	Appointed 2 nd Jan 2023
Tatiana Hardy	Senior Administrator	Resigned 31 st Oct 2022

Public Benefit

When planning the activities for the year, the trustees have complied with their duty in Section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, including public benefit guidance.

The trustees have approved the report above and have authorised us to sign it on their behalf.



Tony Downes – Chair



Biya Oloko – Treasurer

Date of approval: 20th November 2023

I report on the accounts for the year ended 30th June 2023 set out on pages 22 to 32.

Respective responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011('the Act').

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination, I have followed the Directions given by the Charity Commission under section.

145(5)(b) of the 2011 Act.

Independent examiner's statement:

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of CPAA.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Vicky Newham
CPAA
Solutions Accountancy & Bookkeeping Ltd
1 The Mews
Little Brunswick Street
Huddersfield
HD1 5JL

Date: 04 December 2023

Commonwealth Pharmacists Association

Statement of Financial Activities
For The Year Ended 30th June 2023

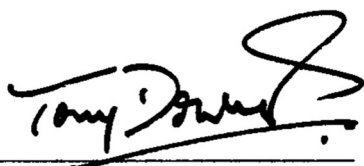
	Notes	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds Restated
		£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations	2	916	0	916	16,148
Total Donations and legacies		916	0	916	16,148
<u>Charitable activities</u>					
Grant income	3	60,000	709,254	769,254	810,491
Individual subscriptions		300	0	300	225
Membership fees		19,437	0	19,437	17,309
Member association fees		0	0	0	8,000
Total Charitable activities		79,737	709,254	788,991	836,025
Total Income		80,653	709,254	789,907	852,173
EXPENDITURE ON					
Charitable activities	4	40,239	707,327	747,566	670,866
Total Expenditure		40,239	707,327	747,566	670,866
Net Income		40,414	1,927	42,341	181,307
Transfers		(133)	133	0	0
Net Movement		40,281	2,060	42,341	181,307
RECONCILIATION OF FUNDS					
Total funds brought forward		92,735	184,268	277,003	95,696
TOTAL FUNDS CARRIED FORWARD		133,016	186,328	319,344	277,003
CONTINUING OPERATIONS					
All income and expenditure have arisen from continuing activities					

Commonwealth Pharmacists Association

Statement of Financial Activities
For The Year Ended 30th June 2023

	Notes	2023 £	2022 £
<u>FIXED ASSETS</u>			
Tangible assets	9	513	711
<u>CURRENT ASSETS</u>			
Debtors	10	221,352	47,692
Cash at bank in hand	11	213,057	352,880
		<u>434,410</u>	<u>400,572</u>
<u>CREDITORS</u>			
Amounts falling due within one year	12	(115,579)	(124,894)
NET ASSETS		<u>319,344</u>	<u>277,003</u>
<u>FUNDS</u>	13		
Unrestricted funds		133,016	92,735
Restricted funds		<u>186,328</u>	<u>184,268</u>
TOTAL FUNDS		<u>319,344</u>	<u>277,003</u>

The financial statements were approved by The Board of Trustees on 20th November 2023 and were signed on its behalf by:



Tony Downes – Chair



Biyi Oloko – Treasurer

The notes form part of these financial statements.

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1st January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Going concern

There are no material uncertainties about the charity's ability to continue so it is regarded as a going concern.

Financial reporting standard 102 – reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates of write off each asset over its estimated Office Equipment -25% on cost.

Fund's structure

Funds held by the charity are either:

Unrestricted funds - these are funds which can be used in accordance with the Charity's objects at the trustees' discretion.

Designated funds – included within unrestricted funds, these are funds which can be used in accordance with the Charity's objects at the trustees' discretion and have been assigned for specific areas of activity.

Restricted funds - these funds can only be used for restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or where funds are raised for restricted purposes.

Comparative figures

The comparative figures have been restated to better reflect the appropriate analysis of certain items of income and expenditure in accordance with the SORP, resulting in no changes to income, expenditure, net movement in funds or fund balances.

Further explanations of the nature and purpose of each fund are included in the notes to the accounts.

Commonwealth Pharmacists Association
Notes to the Financial Statement - continued
For The Year Ended 30th June 2023

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Unrestricted:		Restated
Other donations	<u>916</u>	<u>16,148</u>

3. GRANT INCOME

	2023	2022
	£	£
Unrestricted Designated:		Restated
Novartis Pharma AG	40,000	110,000
International Pharmaceutical Association (FIP)	20,000	0
Restricted:		
Fleming Fund (CwPAMS 2.0)	312,373	0
Fleming (SPARC)	223,992	510,075
Pfizer	125,000	0
Commonwealth Secretariat: Price Sharing Database	23,600	0
Royal Pharmaceutical Society grant	14,289	25,000
Menarini: AMD CPD	10,000	0
Fleming Fund (CwPAMS 1.5)	0	120,416
Health Education England	0	30,000
Sir Halley Stewart Trust	0	15,000
	<u>769,254</u>	<u>810,491</u>

4. CHARITABLE ACTIVITIES COSTS

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
				Restated
Direct costs	32,083	674,263	706,346	609,430
Administration costs	<u>8,156</u>	<u>33,064</u>	<u>41,220</u>	<u>61,436</u>
	<u>40,239</u>	<u>707,327</u>	<u>747,566</u>	<u>670,866</u>

Commonwealth Pharmacists Association
Notes to the Financial Statement - continued
For The Year Ended 30th June 2023

5. SUPPORT COSTS

	2023	2022
	£	£
Advance health and education	33,064	20,574
	<u>33,064</u>	<u>20,574</u>

Activity	Basis of allocation		
Governance costs	Apportioned on an estimated use basis as follows:		
		%	%
Advance health and education		100	100
		<u>100</u>	<u>100</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year (2022: £Nil).

There were trustee travel expenses paid in the year of £23 for 1 trustee (2022: £Nil for 0 trustees).

7. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	77,417	69,014
Pension	4,347	2,715
Employer National Insurance contributions	3,383	2,631
Overtime	19,361	0
	<u>104,508</u>	<u>74,360</u>

The average monthly number of employees during the year was as follows:

	2023	2022
	No.	No.
		Restated
Staff	<u>1.7</u>	<u>1.3</u>

No employees received emoluments, including pension contributions, in excess of £60,000 (2022: None)

The Charity has a pension scheme set up with NEST for the benefit of staff. New staff have the option of joining the NEST scheme or continuing to pay into their existing personal pensions.

The amount of pension contributions charged to the charity in the year was £4,347 (2022: £2,715).

The amount of pension contributions outstanding at the end of the year was £249 (2022: £796).

Commonwealth Pharmacists Association
Notes to the Financial Statement - continued
For The Year Ended 30th June 2023

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £ Restated	Restricted funds £ Restated	2022 Total funds £ Restated
INCOME AND ENDOWMENTS FROM			
Donations and legacies	16,148	0	16,148
Charitable activities			
Grant income	110,000	700,491	810,491
Individual subscriptions	225	0	225
Membership fees	17,309	0	17,309
Member association fees	8,000	0	8,000
Total	151,682	700,491	852,173
 EXPENDITURE ON			
Charitable activities	127,259	543,607	670,866
Total	127,259	543,607	670,866
 NET INCOME	24,423	156,884	181,307
Transfers between funds	0	0	0
Net movement in funds	24,423	156,884	181,307
 RECONCILIATION OF FUNDS			
Total funds brought forward	68,312	27,384	95,696
TOTAL FUNDS CARRIED FORWARD	92,735	184,268	277,003

Commonwealth Pharmacists Association
Notes to the Financial Statement - continued
For The Year Ended 30th June 2023

9. TANGIBLE FIXED ASSETS

	Office Equipment £
COST	
At 1st July 2022	1,722
Disposal	<u>(824)</u>
At 30th June 2023	<u>898</u>
DEPRECIATION	
At 1st July 2022	1,011
Charge for year	<u>198</u>
Disposal	<u>(824)</u>
At 30th June 2023	<u>385</u>
NET BOOK VALUE	
At 30th June 2023	<u><u>513</u></u>
At 30th June 2022	<u><u>711</u></u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £ Restated
Grant income	0	205,465	205,465	40,705
Subscriptions	492	0	492	6,987
Accrued income	0	13,565	13,565	0
Prepayments	<u>1,222</u>	<u>608</u>	<u>1,830</u>	<u>614</u>
	<u><u>1,714</u></u>	<u><u>219,638</u></u>	<u><u>221,352</u></u>	<u><u>48,306</u></u>

Commonwealth Pharmacists Association
Notes to the Financial Statement - continued
For The Year Ended 30th June 2023

11. CASH AT BANK IN HAND

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
Unity Trust Bank	132,500	75,617	208,117	351,402
PayPal Account	2,843	0	2,843	0
Soldo Account	2,098	0	2,098	1,478
	<u>137,441</u>	<u>75,617</u>	<u>213,058</u>	<u>352,880</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
Trade creditors	1,096	68,784	69,880	92,363
Deferred income	246	35,711	25,000	25,000
Accruals	5,061	2,497	7,558	1,620
Bad debt provision	0	0	0	4,800
Pension Contributions	249	0	249	796
HMRC Creditor	0	1,935	1,935	315
	<u>6,652</u>	<u>108,297</u>	<u>115,579</u>	<u>124,894</u>

Additional information regarding the deferred income is shown at note 15

Commonwealth Pharmacists Association
Notes to the Financial Statement - continued
For The Year Ended 30th June 2023

13. MOVEMENTS IN FUNDS

	At 1 July 2022	Incoming resources	Outgoing resources	Transfers	At 30 June 2023
	£	£	£	£	£
Unrestricted funds	Restated				
General fund	88,478	20,653	(17,356)	15,914	107,689
Designated funds					
Novartis Pharma AG	4,257	40,000	(18,930)	0	25,327
FIP	0	20,000	(3,953)	(16,047)	0
Restricted funds					
Fleming Fund (SPARC)	167,869	223,992	(391,861)	0	0
Health Education England	11,453	0	(11,529)	76	0
Fleming Fund (CwPAMS 1.5)	4,946	0	(556)	(4,390)	0
Fleming Fund (CwPAMS 2.0)	0	312,373	(273,079)	4,447	43,741
Pfizer	0	125,000	(8,754)	0	116,246
Commonwealth Secretariat	0	23,600	(0)	0	23,600
Royal Pharmaceutical Society	0	14,289	(14,289)	0	0
Menarini AMS CPD	0	10,000	(7,259)	0	2,741
	<u>277,003</u>	<u>789,907</u>	<u>(747,566)</u>	<u>0</u>	<u>319,344</u>

Designated funds:

- **Novartis**, a collaboration to work together to develop and strengthen healthcare systems in selected countries with a focus on Sub-Saharan Africa (SSA). Areas of activity: Collaboration on Pharmacists Training, STELLA, Healthy Families and Corporate Volunteering

Commenced December 2021 and aiming to complete activities and costs by December 2023. The Novartis funds have been treated as designated as there is a detailed plan of activities.

- **FIP**, International Pharmaceutical Federation, will raise the profile of the CPA and vice versa through inclusion as a partner on their website and in any joint conference and workshop programmes. Their actions will be mutually supportive, including offering mutual recognition for joint work presented at conferences and/or published in journals. They will work together to foster each other's interests through website promotion and linkages as well as sharing, where applicable, conferences and workshop programmes/reports, relevant publications and news items. No funds remain at the year end.

Restricted funds:

- **Fleming Fund/SPARC**, Surveillance and Prescribing support for Antimicrobial Stewardship Resource Capacity Building. Managed by Mott Macdonald.
SPARC commenced in October 21 originally for 9 months. After 2 extensions it finally closed on 30th June 2023. CPA have been invited to apply for a second round of funding.

- **Health Education England** - Delivering CPhO-GH-Fellowship. £12K received in the previous year and all spent in the year to June 2023.

- **Fleming Fund/CwPAMS 1.5**

CwPAMS: A health partnership scheme funded by the UK Government Department of Health and Social Care's Fleming Fund. Managed by THET. The CwPAMS networking platform was developed by BSAC for use by partners in the CwPAMS programme in partnership with the Commonwealth Pharmacists' Association (CPA). The forum will allow the sharing of skills and knowledge between multidisciplinary NHS teams, including or led by pharmacists with hospitals in Ghana, Tanzania, Uganda and Zambia, and expand capacity for antimicrobial stewardship. This initial programme ran until June 2022. The small amount of underspend was carried over to CwAMS 2.0.

- **Fleming Fund/CwPAMS 2.0**

The current programme commenced in July 2022 as a continuation of CwPAMS 1.5 and will run to June 2024. A restricted fund with a very detailed and strictly controlled budget in collaboration with THET. The figures introduced into the budget are lifted directly from the formal agreement. Funds are received partly in advance and partly in arrears.

- **Pfizer - Medical Education Grant Initiative**

To increase the number of Pharmacists in low/middle income countries (LMICs) accessing and completing locally relevant Continuing Professional Development (CPD) courses via an online CPD platform. The target population includes Latin America, Africa, the Middle East, Southeast Asia and beyond.

The core purpose of the CPD platform is to support in upskilling the pharmacy workforce, building capacity in health systems and ultimately improving patient care and safety. The objectives are:

- To Increase the number of learners and National Pharmacy Associations (NPAs) engaged and accessing the platform.
- Increase completion rate of courses for existing and new users.
- Develop interactive webinars supporting the CPD modules and establish communities of practice via a digital engagement platform.
- Understand impact of CPD on professional practice and how learning translates into tangible benefits for patients.

The total grant of £125,000 has been received and partially spent up to June 2023. The remaining funds of £116K are due to be spent in the forthcoming year.

- **Commonwealth Secretariat / VIPSD** The Commonwealth Voluntary Information and Price Sharing Database

Objectives:

- Developing an agreed work plan, in consultation with the Commonwealth Health team for successful completion of the project within the proposed timelines.
- Develop an engagement plan for countries focused on efforts to increase uptake of the VIPSD initiative and support the Commonwealth Secretariat in implementing plans.
- Lead in the creation and implementation of the Heads of Procurement Network including coordination of meetings and agendas, developing minutes and reports and acting as the main point of contact for network members.
- Support the Commonwealth Secretariat in the relaunching of the VIPSD Task Force to a formalised VIPSD functioning committee.

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- Support in drafting or amending the technical guiding documents including user manuals, FAQ sheets etc.
- Support other activities relating to the VIPSD where relevant.

Grant of £24K received in advance from the Commonwealth Secretariat. The programme will run for 6 months from September to Feb 2024.

- **RPS**, an annual grant from the Royal Pharmaceutical Society of £25K to cover core salaries for the calendar year not covered by programmes. This grant hasn't been utilised in full due to staff changes so an amount has been deferred but will be fully spent by December 2023.
- **Menarini**, the project aims to update the AMR/AMS CPD programme courses to align with international standards and incorporate behavioural change outcomes that can be assessed. In addition, other resources will be accessible to learners through the platform, transforming it into a world-class resource hub for AMR/AMS training.

Objectives:

- Update the content of the existing 4 AMR/AMS CPD courses to address the gaps and ensure it meets the WHO curricula standards for pharmacists
- Incorporate a behavioural approach, with clear behaviour outcomes that can be assessed into the AMS courses
- Upload additional resources developed through other CPA projects related to AMR/AMS and our partners, including webinars, tools, etc.

14. RELATED PARTY DISCLOSURES

The Royal Pharmaceutical Society (RPS) granted the charity £25,000 in the year January 2023 (2022: £25,000) to help pay for the core salary costs for the charity.

The RPS received free annual subscription to the Commonwealth Pharmacists Association in the year ended 30th June 2023 which had a value of £7,354 (2022: £7,354).

15. COST OF INDEPENDENT EXAMINATION AND OTHER PROFESSIONAL SERVICES

The amount payable to the independent examiner was as follows:

	2023	2022
	£	£
Cost of external scrutiny	<u>1,780</u>	<u>1,620</u>

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	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £ Restated
INCOME AND ENDOWMENTS				
Donations and legacies:				
Donations	916	0	916	16,088
Total Donations and Legacies	916	0	916	16,088
Charitable activities:				
Grant income	60,000	709,254	769,254	810,551
Membership fees	19,437	0	19,437	17,309
Individual subscriptions	300	0	300	225
Associate membership fees	0	0	0	8,000
Total Charitable Activities	79,737	709,254	788,991	836,085
Total Incoming Resources	80,653	709,254	789,907	852,173
EXPENDITURE				
Charitable Activities:				
Direct costs and contractors' fees	32,082	674,263	706,346	609,430
Gross salaries, NI and pension	16,930	0	16,930	44,712
Technical support	10,462	0	10,462	5,271
Accountancy and payroll	2,366	0	2,366	2,261
Insurance	2,241	0	2,241	2,087
Consultancy fees	1,687	0	1,687	1,500
Telephone, stationery, office supplies	1,662	0	1,662	673
Travel and subsistence	1,320	0	1,320	508
Subscriptions	1,131	0	1,131	2,041
Bank charges and exchange differences	1,071	0	1,071	350
Software	850	0	850	1,357
Staff welfare and training	656	0	656	400
Recruitment	647	0	647	89
Depreciation of IT equipment	198	0	198	187
Admin support from programmes	(33,064)	33,064	0	0
Total Charitable Activities	40,239	707,327	747,566	670,866
Total Outgoing Resources	40,239	707,327	747,566	670,866
NET INCOME	40,414	1,927	42,341	181,307
Transfers	(133)	133	0	0
NET MOVEMENT	40,281	2,060	42,341	181,307