

# NPPG

A Private Company Limited by Guarantee

Company Number: 4620347  
Registered Charity Number: 1117648

CONSOLIDATED ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2018



**NPPG**

**A PRIVATE COMPANY LIMITED BY GUARANTEE**

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**NPPG**

**A PRIVATE COMPANY LIMITED BY GUARANTEE**

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>DIRECTORS:</b>	A R Mee S R Tomlin D Mowbray N Gooding
<b>SECRETARY:</b>	Profile Productions Limited
<b>CHAIR:</b>	A R Mee
<b>VICE CHAIR:</b>	N Gooding
<b>TREASURER:</b>	D Mowbray
<b>REGISTERED OFFICE:</b>	69-75 Boston Manor Road Brentford Middlesex TW8 9JJ
<b>COMPANY NUMBER:</b>	4620347
<b>REGISTERED CHARITY NUMBER:</b>	1117648
<b>STATUTORY AUDITOR:</b>	DonnellyBentley Ltd Chartered Accountants & Statutory Auditor Hazlemere 70 Chorley New Road Bolton Lancashire BL1 4BY
<b>BANKERS:</b>	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 2018**

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 2018 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS 102).

**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:

	<b>31 December 2018</b>	<b>31 December 2017</b>
Members:	Ms Abigail R Mee Mr Stephen R Tomlin Ms Diana Mowbray Mr Nigel Gooding	Ms Abigail R Mee Mr Stephen R Tomlin Ms Diana Mowbray 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.

**NPPG**

**A PRIVATE COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)**

**FOR THE YEAR ENDED 31 DECEMBER 2018**

## **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.
- Undertake study days for members of NPPG to participate in education and training opportunities
- Host an annual conference which provides an opportunity for NPPG members to share research and development, and to learn more about medicines for children.
- Production of conference podcasts (placed on the NPPG website) to extend the audience the information can reach.
- Host awards which are a joint venture with other interested parties and allow research and development on matters relating to medicines in children.
- 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.

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)****FOR THE YEAR ENDED 31 DECEMBER 2018****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 produced its 1<sup>st</sup> position statement in conjunction with RCPCH on the recommended list of unlicensed strengths of medications to prescribe. These strengths are also now in the relevant BNFC monographs for prescribers to see, to aid consistent prescribing across interfaces.
- NPPG has developed corporate packages for pharmaceutical companies to sponsor us for a year of 3 different levels.
- PayPal has been set up to aid payments from the membership from the end of 2018, particularly from abroad.
- NPPG has started to work with regional procurement specialists to ensure formulations purchased will be suitable for use within the paediatric population.
- NPPG is looking into the purchase of indemnity insurance to ensure we cannot be challenged over any position statements put out by us.
- The NPPG website has been relocated from an NHS server to a commercial server to ensure continuity of service in the future.
- NPPG was represented at the FIP conference.
- NPPG has been developing regional groups for the membership to aid with study days.

**5. FINANCIAL REVIEW**

	£
The deficit for the year was	(45,198)
To which is added the retained surplus brought forward	<u>787,989</u>
Leaving a surplus carried forward of	<u>742,791</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.

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)****FOR THE YEAR ENDED 31 DECEMBER 2018****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 £98,577 at 31<sup>st</sup> December 2018. 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 £742,791. 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.

**Grant Making Policy**

A grant of £43,193 was awarded in 2018 to King's College London for a project entitled 'Pharmacy practice role in the healthcare pathway for children and young people in the community'.

**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 plans to develop three new job descriptions for posts to aid education and training, a position statement writer and to fund a representative for the community pharmacists sector.
- NPPG will act as expert advisers to BNF Publications when asked to do so.

**NPPG**

**A PRIVATE COMPANY LIMITED BY GUARANTEE  
REPORT OF THE BOARD (AS TRUSTEES AND DIRECTORS)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**7. FUNDS**

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

**8. TAXATION**

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

**9. 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 2017 (FRS 102);
- 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.

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.

**10. STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the trustees are aware, 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.

**11. 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.

**12. 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, Secretary

Date: 14/06/19



**INDEPENDENT AUDITORS' REPORT**  
**TO THE MEMBERS OF NPPG**  
**A PRIVATE COMPANY LIMITED BY GUARANTEE**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**Opinion**

We have audited the financial statements of NPPG (the 'charitable company') for the year ended 31 December 2018 which comprise the consolidated statements of financial activities, the consolidated 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 2018, 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**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Report of the Board, other than the financial statements and our auditor's report thereon. 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 2018**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters 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 2018**

**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.

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](http://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.

J C Hargraves

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

Date: 14/6/19

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****ACCOUNTING POLICIES****FOR THE YEAR ENDED 31 DECEMBER 2018****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 (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2017), 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.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

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 statement of financial activities (SOFA) and balance sheet consolidate the financial statements of NPPG and its related undertaking, RCPCH Publications Limited; details of the relationship is given in notes 7 and 12. The results are consolidated on a 'one-line basis' (of net results or share of net assets) for an associated undertaking. No separate SOFA or cash flow statement has been presented for NPPG alone as permitted by section 408 of the Companies Act 2006.

**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.

**A PRIVATE COMPANY LIMITED BY GUARANTEE****ACCOUNTING POLICIES****FOR THE YEAR ENDED 31 DECEMBER 2018****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.

**A PRIVATE COMPANY LIMITED BY GUARANTEE****ACCOUNTING POLICIES****FOR THE YEAR ENDED 31 DECEMBER 2018****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 and believe that these are sufficient to be able to continue as a going concern.

The trustees have reviewed the circumstances of NPPG and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future. The trustees are of the view that the charity is 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.

## A PRIVATE COMPANY LIMITED BY GUARANTEE

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 DECEMBER 2018

	Note	UNRESTRICTED	
		2018	2017
		£	£
<b>INCOME AND EXPENDITURE</b>			
INCOME:			
Donations and legacies	2	150,263	122,188
Charitable activities	3	18,070	18,426
Investment income	4	<u>12,324</u>	<u>11,502</u>
TOTAL INCOME		<u>180,657</u>	<u>152,116</u>
EXPENDITURE:			
Charitable activities:			
Advancement of education and training in paediatric and neonatal pharmacy	5	<u>197,154</u>	<u>146,987</u>
TOTAL EXPENDITURE		<u>197,154</u>	<u>146,987</u>
NET (EXPENDITURE)/INCOME		(16,497)	5,129
<b>OTHER RECOGNISED GAINS AND LOSSES:</b>			
(Loss)/Gain on revaluation of fixed asset investments		<u>(28,701)</u>	<u>20,604</u>
<b>NET (EXPENDITURE)/INCOME BEFORE INTEREST IN ASSOCIATE</b>		(45,198)	25,733
Interest in result of Associated Undertaking		-	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		(45,198)	25,733
<b>Reconciliation of Funds</b>			
Fund Balance Brought Forward at 1 January 2018		<u>787,989</u>	<u>762,256</u>
Fund Balance Carried Forward at 31 December 2018	11	<u>742,791</u>	<u>787,989</u>

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.

## A PRIVATE COMPANY LIMITED BY GUARANTEE

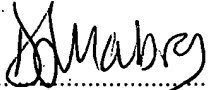
## CONSOLIDATED BALANCE SHEET

AS AT 31 DECEMBER 2018

	Note	Group 2018 £	Group 2017 £	Company 2018 £	Company 2017 £
<b>FIXED ASSETS</b>					
Investments	7	<u>482,514</u>	<u>518,868</u>	<u>482,514</u>	<u>518,868</u>
<b>CURRENT ASSETS</b>					
Debtors	8	123,484	126,212	123,484	126,212
Cash at bank		<u>283,798</u>	<u>260,774</u>	<u>283,798</u>	<u>260,774</u>
		<u>407,282</u>	<u>386,986</u>	<u>407,282</u>	<u>386,986</u>
<b>LIABILITIES</b>					
Creditors falling due within one year	9	<u>147,005</u>	<u>117,865</u>	<u>147,005</u>	<u>117,865</u>
<b>NET CURRENT ASSETS</b>					
		<u>260,277</u>	<u>269,121</u>	<u>260,277</u>	<u>269,121</u>
<b>NET ASSETS</b>					
		<u>742,791</u>	<u>787,989</u>	<u>742,791</u>	<u>787,989</u>
<b>THE FUNDS OF THE CHARITY:</b>					
Unrestricted Funds	11	<u>742,791</u>	<u>787,989</u>	<u>742,791</u>	<u>787,989</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 consolidated financial statements on pages 4 to 7 were approved by the Board of the Directors and signed on its behalf by:-

  
 .....  
 D Mowbray, Director

Date: 14/6/19 .....



## A PRIVATE COMPANY LIMITED BY GUARANTEE

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2018

## 1. INCOME

Income is directly attributable to the principal activities of the company. All income in 2018 and 2017 was attributable to unrestricted funds.

## 2. DONATIONS AND LEGACIES

	Total Funds 2018 £	Total Funds 2017 £
Donation from RCPCH Publications Ltd (see note 12)	107,533	118,438
Corporate donation	41,480	3,750
POP Sponsorship	<u>1,250</u>	<u>-</u>
	<u>150,263</u>	<u>122,188</u>

## 3. INCOME FROM CHARITABLE ACTIVITIES

	Total Funds 2018 £	Total Funds 2017 £
Members' subscriptions	15,354	14,524
Income from annual conference	<u>2,716</u>	<u>3,902</u>
	<u>18,070</u>	<u>18,426</u>

## 4. INVESTMENT INCOME

	Total Funds 2018 £	Total Funds 2017 £
Bank interest	-	-
Income from managed investment portfolio	<u>12,324</u>	<u>11,502</u>
	<u>12,324</u>	<u>11,502</u>

## 5. ANALYSIS OF CHARITABLE EXPENDITURE

	2018 £	2017 £
Medicines for Children	20,000	20,000
Grants paid	43,193	-
POP study day	3,087	1,405
Information officer services	35,000	34,996
Membership liaison officer services	16,426	16,181
Telephone and internet	1,499	338
Post and stationery	1,047	35
Travelling expenses	8,930	9,122
Room hire	2,454	351
Technical literature	9,444	9,864
Administration and clerical support	15,047	11,306
Insurance	234	-
Secretarial services	13,823	26,488
Audit	3,478	3,764
Accountancy	3,479	3,764
Sundry	1,750	191
Computer expenses	-	1,440
Investment management costs	7,653	7,742
Corporate package costs	<u>10,610</u>	<u>-</u>
	<u>197,154</u>	<u>146,987</u>

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2018****5. ANALYSIS OF CHARITABLE EXPENDITURE (Continued)**

All expenditure in 2018 and 2017 was attributable to unrestricted funds.

All of the above costs relate to direct service provision.

During the years to 31 December 2017 and 31 December 2018 NPPG has committed £20,000 towards Medicines for Children and has committed a further £20,000 for each of the next two years. 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.

During the year ended 31 December 2018 a grant of £43,193 was awarded to King's College London for a project entitled 'Pharmacy practice role in the healthcare pathway for children and young people in the community'.

**6. STAFF COSTS**

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

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.

There were no employees during the year excluding directors and voluntary staff (2017: nil).

**7. FIXED ASSET INVESTMENTS**

	<b>Managed Investment Portfolio £</b>	<b>Net Interest in Associated Undertaking £</b>	<b>Total £</b>
<b>COST OR VALUATION:</b>			
At 1 January 2018	518,866	2	518,868
Additions	-	-	-
Disposal	(7,653)	-	(7,653)
Revaluation	<u>(28,701)</u>	-	<u>(28,701)</u>
At 31 December 2018	<u>482,512</u>	<u>2</u>	<u>482,514</u>
<b>IMPAIRMENT:</b>			
At 1 January 2018 and 31 December 2018	<u>-</u>	<u>-</u>	<u>-</u>
<b>CARRYING AMOUNT:</b>			
At 31 December 2018	<u>482,512</u>	<u>2</u>	<u>482,514</u>
At 31 December 2017	<u>518,866</u>	<u>2</u>	<u>518,868</u>

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2018****7. FIXED ASSET INVESTMENTS (Continued)**

Investments at fair value within the managed investment portfolio comprise:

	2018	2017
	£	£
Equities	154,612	208,764
Securities	189,192	173,357
Cash within investment portfolio	17,608	33,781
Property within investment portfolio	39,606	42,577
Alternative assets	<u>81,494</u>	<u>60,387</u>
	<u>482,512</u>	<u>518,866</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 reduction in value of the investments amounting to £28,701 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 2018 were £7,653 (2017: £7,742).

These financial statements include the results of RCPCH Publications Limited (see note 12) which has been consolidated with those of the charity in accordance with the accounting policy on consolidation as an associated undertaking. This is because NPPG owns 50% of the ordinary share capital of RCPCH Publications Limited and there is no controlling interest. Both companies are registered in England and Wales.

**8. DEBTORS**

	Group		Company	
	2018	2017	2018	2017
	£	£	£	£
Amount owed from related undertakings	107,533	118,438	107,533	118,438
Other debtors	<u>15,951</u>	<u>7,774</u>	<u>15,951</u>	<u>7,774</u>
	<u>123,484</u>	<u>126,212</u>	<u>123,484</u>	<u>126,212</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Group		Company	
	2018	2017	2018	2017
	£	£	£	£
Accruals and deferred income	103,812	117,865	103,812	117,865
Accruals for grants payable	<u>43,193</u>	-	<u>43,193</u>	-
	<u>147,005</u>	<u>117,865</u>	<u>147,005</u>	<u>117,865</u>

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2018****10. ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS: UNRESTRICTED**

	2018 £	2017 £
Fixed asset investments	482,514	518,868
Current assets	407,282	386,986
Current liabilities	<u>(147,005)</u>	<u>(117,865)</u>
	<u>749,364</u>	<u>787,989</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 01/01/2018 £	Incoming Resources £	Outgoing Resources £	Gains and Losses £	At 31/12/2018 £
<i>Unrestricted Funds:</i>					
General Fund	<u>787,989</u>	<u>180,657</u>	<u>(197,154)</u>	<u>(28,701)</u>	<u>742,791</u>

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

**12. NET INCOME FROM AND TRANSACTIONS WITH RELATED UNDERTAKINGS**

The Charity owns 50% of the ordinary share capital of 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 £107,533 in these financial statements. All activities have been consolidated in the SOFA in accordance with the accounting policy on consolidation. See also the note following the results of RCPCH Publications Limited below.

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

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.

The group balance sheet on page 6 is similar to the company balance sheet because the balance sheet of RCPCH Publications Limited has no accumulated reserves. This is because all the profits of RCPCH Publications Limited have been gifted to NPPG as 50% shareholder and the charity Royal College of Paediatrics and Child Health as the other 50% shareholder.

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2018****RCPCH Publications Limited: Summary Results**

	<b>31/08/2018</b>	<b>31/08/2017</b>
	<b>£</b>	<b>£</b>
Turnover	253,156	274,479
Cost of sales and administrative expenses	<u>(38,275)</u>	<u>(38,154)</u>
Operating profit	214,882	236,325
Interest receivable	<u>185</u>	<u>551</u>
Net Profit	<u>215,066</u>	<u>236,876</u>
Charitable Trading Funds:		
Balance at 1 September	-	-
Net profit	215,066	236,876
To be gifted to RCPCH for year ended 31 August	<u>(107,533)</u>	<u>(118,438)</u>
To be gifted to NPPG for year ended 31 August	<u>(107,533)</u>	<u>(118,438)</u>
Balance at 31 August	<u>-</u>	<u>-</u>
Charity share:		
Balance at 1 September	<u>-</u>	<u>-</u>
Balance at 31 August	<u>-</u>	<u>-</u>

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 2018 principally includes the company's share of income associated with developing and publishing the fourteenth edition of BNFC.

**13. CAPITAL COMMITMENTS**

The company had no capital commitments at the year end.

**NPPG****A PRIVATE COMPANY LIMITED BY GUARANTEE****NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2018****14. RELATED PARTY TRANSACTIONS**

Mr S R Tomlin is a director of NPPG and is also an employee of Guys and St Thomas NHS Trust. During the year NPPG incurred costs of £13,823 (2017 - £26,488) to Guys and St Thomas NHS Trust for the services of Mr S R Tomlin.

**15. 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 £2,332 (2017: £1,967).

**16. ULTIMATE CONTROLLING PARTY**

The charitable company is under the control of the Board.

**17. FINANCIAL INSTRUMENTS**

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

	31/08/2018 £	31/08/2017 £
Measured at fair value through net income/expenditure:		
- Fixed asset listed investments (note 7)	<u>482,512</u>	<u>518,866</u>
Debit instruments measured at amortised cost:		
- Other debtors (note 8)	15,951	7,774
- Amount owed by related undertakings (note 8)	<u>107,533</u>	<u>118,438</u>
	<u>123,484</u>	<u>126,212</u>
Financial liabilities measured at amortised cost:		
- Accruals and deferred income (note 9)	103,812	117,865
- Accruals for grants payable (note 9)	<u>43,193</u>	-
	<u>147,005</u>	<u>117,865</u>