

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT AND
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

COMPANY NO: 08238969

CHARITY NO: 1150806

BRITISH PSYCHOTHERAPY FOUNDATION
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FOR THE YEAR ENDED 31 MARCH 2020

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REFERENCE AND ADMINISTRATIVE INFORMATION

The Company was formed on 3 October 2012 and commenced operations on 1 April 2013 on which date the activities and assets of the British Association of Psychotherapists, the Lincoln Clinic and Centre for Psychotherapy and the London Centre for Psychotherapy were merged through transfer to this newly formed company.

Directors

The board members who served as directors since 1 April 2019 were as follows:

Julian Lousada (chair)	Resigned 23 November 2019
Jean Carr	Appointed as Chair 24 November 2019
Hansjorg Messner	Resigned 23 November 2019
Ferelyth Watts	
Deborah Abrahams	Resigned 23 November 2019
Robin Smith	Resigned 11 January 2020
Hester McFarlan Solomon	
Eleanor Mongey	Appointed 24 November 2019
Mary Pat Campbell	Appointed 24 November 2019
Stewart Cowley	Appointed 13 December 2019 and Resigned 29 September 2020
Chief Executive Officer	Michael Owen, Interim CEO from May 2018
Principal & Registered Office	37 Mapesbury Road London NW2 4HJ
Charity Registration No.	1150806
Company No.	08238969

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Bankers

The Co-operative Bank
P.O.Box 250
Skelmersdale
Lancs
WN8 6WT

Nationwide Building Society
Kings Park Road
Moulton Park
Northampton
NN3 6NW

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Investment managers

Sarasin & Partners LLP
Juxon House
100 St. Paul's Churchyard
London
EC4M 8BU

CCLA
Senator House
85 Queen Victoria
London
EC4V 4ET

Triodos Bank
Deanery Road
Bristol BS1 5AS

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Auditor	Knox Cropper LLP Chartered Accountants 65 Leadenhall Street London EC3A 2AD
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Solicitors	Russell-Cooke 2 Putney Hill Putney London SW15 6AB
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	Bates Wells 10 Queen Street Place London EC4R 1BE
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The Trustees, who are the trustees of the charitable company for the purpose of charity law and directors for the purpose of company law, present their statutory report together with the financial statements of the British Psychotherapy Foundation (**bpf**) for the year ended 31 March 2020.

The **bpf** (the charity) is constituted as a company limited by guarantee and is therefore governed by a memorandum and articles of association dated 03 October 2012 which was amended at a General Meeting on 13 December 2014 and recently on 19 July 2019. It is registered as a charity with the Charity Commission.

This report has been prepared in accordance with Part VIII of the Charities Act 2011 and constitutes a directors' report for the purposes of company law.

The financial statements have been prepared in accordance with the principal accounting policies set out on pages 34 and 35 and comply with the charity's Memorandum and Articles of Association, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102 second edition).

The objects of the Charity (the "Objects") are for the public benefit to preserve the mental health and relieve mental distress particularly through psychotherapy in all or any of its aspects by:

- advancing the education, training, study and practice of analytic therapies and psychoanalysis (the "therapy");
- increasing the public knowledge of therapies;
- advancing the therapies as a method of treatment;
- advancing the practice of the therapies as a profession;
- providing easier and affordable access to psychotherapy treatment; and
- undertaking any other charitable purpose for the public benefit approved by the Trustees.

The charity met its objectives during the period.

Organisational and decision making structure

The **bpf** board has overall responsibility for the charity and meets regularly to ensure the affairs of the charity were effectively managed. It holds additional meetings to address specific strategic and governance matters. It delegates day-to-day operational management to a Chief Executive Officer, who is assisted by full and part time staff and volunteers in delivering the organisation's activities.

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The organisational and decision making structure which the board provided gave a firm basis on which to fulfil these objectives efficiently and professionally. The board has overall responsibility for the effective governance and strategic direction of the organisation. The board delegates the day-to-day responsibility for running the Charity to the CEO and the staff team, who also work closely with a number of member-based committees and working groups.

During the 2019/20 year the Board continued the services of an experienced interim CEO, Mike Owen, to manage further development and change in the organisation, particularly focussing on consolidating further improvement in the charity's financial performance.

Psychotherapy training is conducted across three psychotherapy disciplines: Psychoanalytic Psychotherapy; Jungian Analysis; and Child and Adolescent Psychotherapy. Three training programmes rooted in each of these disciplines are primarily delivered via three specific associations within the **bpf**, with wider cross-disciplinary training programmes also offered by the **bpf**.

The board ensures it has the systems and procedures in place to be able to properly exercise its responsibilities and authority over the activities of its associations.

Relationships with stakeholders and partners

The main stakeholders of the organisation are its professional psychotherapists and trainee psychotherapy members, students on its MSc courses and patients. Other stakeholders are people who participate in **bpf** courses, events and conferences and funders. The major funders are Health Education England (HEE) which funds the child and adolescent training, and London University (Birkbeck College), which funds the MSc in Psychodynamics of Human Development. The clinical doctorate offered to those undertaking the Child and Adolescent Training is in partnership with the Anna Freud National Centre for Children and Families and University College London (UCL). The **bpf** has a partnership with the University of Exeter for an MSc in Psychological Therapies Practice and Research (Psychodynamic/Psychoanalytic Therapy) which then leads into the Qualifying Training in Psychodynamic Psychotherapy or Qualifying Training in Psychoanalytic Therapy.

Members are **bpf** qualified psychotherapists, retired **bpf** psychotherapists and trainee psychotherapists. There were 562 members at 31 March 2020. Qualified members are registered with the British Psychoanalytic Council (BPC) or the Association of Child Psychotherapists (ACP) and fully conform to their requirements. Jungian analysts are also members of the International Association for Analytical Psychology (IAAP). Child and Adolescent psychotherapy trainees work within the NHS usually in funded posts and are eligible for NHS work on qualification.

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Members receive a regular e-newsletter with information about developments and activities in the organisation and relevant events for professionals. They also receive regular mailings and invitations to attend members' meetings where matters of topical importance were discussed. Such regular communication helps to ensure that the membership is informed and up to date with internal and external activities and developments.

Contribution of Volunteers

Significant numbers of members contribute generously of their time and expertise in a voluntary capacity to deliver education and trainings, to provide CPD activities for members and to provide a range of public engagement activities. These contributions are important in enabling the **bpf** to retain its standing in the world of psychotherapy and to contribute to the work of the BPC. These members bring a wide array of expertise as they include not only psychotherapists but also workers in a variety of professions including medicine, psychology and academia or in other organisations such as the private sector and the public services such as the NHS and social services.

The vision

The **bpf's** vision is of a society in which psychotherapy is available to everyone who needs it to promote their emotional well-being and mental health.

The mission

The **bpf's** mission is to be a vibrant professional organisation, providing access to psychotherapy information and treatment for the public, comprehensive support to our members, and education and training to the next generation of psychotherapists. It aims to ensure that its activities:

- are **accessible** to people from all sectors of British society who are interested in accessing psychotherapy treatment, training or understanding;
- offer a range of **high quality**, specialist clinical training and academic services;
- demonstrate a commitment to **equality and diversity**.

Public Benefit

The **bpf** meets its requirement for public benefit by training psychotherapists who help to alleviate the mental and psychological distress of members of the public. The **bpf** also offers low cost psychotherapy for members of the public who would not normally be able to afford these treatments. The trustees are mindful of the Charity Commission's guidance on public benefit when planning its activities.

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The **bpf** aims to achieve public benefit through the following:

- improving public knowledge and understanding of the benefits of psychotherapy by providing information, and by offering a range of courses and events and outreach work in statutory and non statutory settings. This educational work not only aims to inform the public about psychotherapy but makes available to the public perspectives and ways of thinking that help people manage complex areas of their own lives such as relationships, parenting, employment, bereavement, trauma and retirement.
- engaging in research on the processes involved in psychotherapy and disseminating research through the British Journal of Psychotherapy, other journals and professional events. This promotes the growth of knowledge about the theory and practice of psychotherapy and improves the practice of psychotherapists who treat members of the public.
- providing access to treatment, aimed at relieving mental distress and promoting emotional well being and mental health within the UK.
- providing rigorous training and continuing professional development which aims to ensure that there is a continuing supply of well-qualified psychotherapists available to work in the public sector, voluntary sectors and in private practice for the benefit of members of the public who need treatment.
- delivering training for the continuing development of psychotherapists, short courses and conferences open to other professionals in the mental health and related fields. These encourage the development of skills and understanding in other professionals working directly with members of the public in a range of settings.
- aiming to be accessible to the general public, i.e. anyone interested in psychotherapy treatment or training, regardless of background and location. The organisation provides a low-cost treatment scheme for patients and bursaries for trainees in need of financial support.

Objectives, Achievements, Impact and Future Plans

Objectives

The *bpf*'s aim is to promote, provide and increase, for the benefit of the public, the knowledge and skills relating to the *practice* of psychotherapy and thereby to relieve mental distress and improve mental wellbeing. To achieve this it provides training and post-qualification opportunities for people wanting to practice as psychotherapists. Its members are registered with and regulated by the British Psychoanalytic Council or the Association of Child Psychotherapists. The *bpf* seeks to advance psychotherapy as a profession in all or any of its aspects through training and development of individual psychotherapists as well as liaison with other statutory and voluntary organisations in this field.

The *bpf* also provides psychotherapy to members of the public, including a Low Fee service for people who might not otherwise be able to access psychotherapy services. The *bpf* also provides courses for continuous professional development of psychotherapists and other professional and mental health practitioners, together with events and courses aimed at giving an understanding of psychotherapy and its application.

Activities & Achievements

MEMBERSHIP AND EDUCATION

There are three associations within *bpf* covering a range of modalities with specific training and career paths: Independent Psychoanalytic Child & Adolescent Psychotherapy Association; British Jungian Analytic Association; and Psychoanalytic Psychotherapy Association.

Independent Psychoanalytic Child & Adolescent Psychotherapy Association (IPCAPA)

- A total of 33 trainees progressed through their four years of training with IPCAPA in the year, including a trainee who joined the 4th year trainees, having returned from maternity leave. A trainee who had gone on maternity leave during year 2 decided not to return and instead to enjoy time at home with her baby.
- Seven final year trainees successfully achieved their clinical graduation and became eligible for ACP and *bpf* full membership.
- All trainees in other years have progressed well with their clinical and academic requirements.
- All graduates, other than those on maternity leave, from our doctoral programme with UCL gained jobs in the NHS or third sector.

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- Two from the year group who clinically qualified in 2018 gained their doctorates from UCL, taking the total of that year group who are now named 'doctor' to five: two from the year group that clinically qualified in 2019 attached their doctorate during the last year and others from that year group, together with those qualifying now, are due to submit their theses in the coming year.
- We also have 2 graduates from our previous doctoral programme with Birkbeck who have also been awarded their doctorates.
- Interest in issues of diversity has come more to the fore.
- In the face of the Coronavirus lockdown, following a tremendous amount of hard work, it has been possible to continue to deliver the training online, and to support the trainees who have also had to work remotely with many of their patients.

British Jungian Analytic Association (BJAA):

- We welcomed one new trainee to the Jungian stream of the IPCAPA training. The Jungian pathway continues to gain interest and we look forward to welcoming new trainees later this year.
- We approved two BJAA members as training analysts, as well as a new external training and supervisor analyst.
- In terms of post-grad activities, the first series of critical reading groups took place between September and December 2019 on the topics of primitive, inner/outer, anima/animus and participation mystique.
- The Open Day was postponed and held online with useful chat rooms. There was also a joint meeting in February with students from the MSc and postgraduate students from Essex University to discuss clinical training and other options.
- During the year data protection came more acutely into focus, which led to the BPF organising a seminar on GDPR.
- We made an appointment to the new role of BJAA Diversity Officer.
- Members of the BJAA continued to act as mentors and seminar leaders for BPF's popular Psychotherapy Today course.
- Our training again received a very positive report from our external examiner, Christine Driver, who was due to step down later in the year, to be replaced by Anna Bravesmith.

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- In the face of the Covid-19 and the general lockdown in the country, we worked very hard to stay engaged with all our trainees, who have had to respond flexibly and quickly to changes in guidance around safe working and delivery of clinical and theory seminars.

Psychoanalytic Psychotherapy Association (PPA)

PPA Training Committee members:

There have been 25 PPA members working across the four PPA training committees. In the last year, 3 members have stepped down from committees and 3 new members have joined.

Trainee numbers:

There have been 39 PPA trainees during this period. This includes 4 new trainees for the January 2020 cohort, and 2 new MES trainees.

Qualifications:

6 trainees qualified during this year

43 training patients have been treated during this period. This equates to a total of nearly 6,000 low fee clinical hours that have been provided by our trainees to members of the public.

The Covid epidemic and consequent lockdown introduced toward the end of March 2020 is likely to impact on the progression of a number of trainees, particularly as the BPC was advising that while trainees could continue to work with existing patients in mediated (on-line or telephone) therapy, trainees should not begin seeing a new training patient through mediated therapy. This means that a number of trainees who had approval to start with a training patient were unable to start, and many hoping to be approved will have to wait to start with a training patient. This unfortunately also means that we have had to close applications from possible Reduced Fee Scheme patients.

We hope that we will be able to be flexible in our approach, to ensure that the impact on trainees will be mitigated as far as possible.

Curriculum:

The Rolling programme of theory seminars, introduced in 2018, brought together trainees in years 2 – 4. The new curriculum introduces a broad range of contemporary subjects including diversity, eating disorders, neurodevelopmental disorders and psychoanalysis and neuroscience. It is being closely monitored and as it draws closer to the end of its first cycle of 3 years, it is clear that it has been well received and is working well. The curriculum is constantly under review, to ensure that it covers all the key areas adequately and offers a range of 'new areas' to trainees.

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While trainees in their 5th or subsequent years of training and MES trainees are not usually required to attend theory seminars, many of these trainees who are more advanced in their training have opted to attend some of the modules offered.

The corresponding 'Platform' year of training which provides a pre-clinical year of fundamental theory and clinical introduction is attended by Year One trainees and is now well established and working well.

All trainees attend clinical seminars (in smaller (usually year)) groups for the duration of their training.

With the help of BPF's Marketing Officer, we were able to introduce on-line seminars across the course towards the end of the spring term and anticipate that this will continue through the summer term, with all seminars being conducted remotely during the course of the lockdown. This has also encouraged us to think about the possibility of offering our training to more people who live some distance from London, as it is clear that we are able to offer a good part of the training remotely, and are now more able to think about the possibility of offering a 'blended' (part in-person, part remote) training for people who cannot travel into London on a weekly (or sometimes 2x weekly) basis through the course of their training.

Marketing activity:

The PPA Training Open Evening in November 2019 attracted substantial interest with about 50 members of the public enjoying an evening hearing about the experience of working as a psychoanalytic psychotherapist and what is involved in the training to become one. We are noticing a more diverse age range with more people under the age of 30 expressing interest. We are also seeing a slight increase in the diversity of the people attending these events, and recognise the need to do more to increase diversity in the training and hence in the membership of the organisation.

We continue to enjoy a good deal of interest in the training. There is also a significant level of interest from people who have done other psychotherapy trainings previously (child and adolescent, couples, psychodynamic) in the Modified Entry Scheme.

On average, each month, our selection advisors speak to between 4 – 6 new members of the public interested in training and preparing for training. Yet more speak to a member of office staff and receive information directly about bpf introductory courses.

Introductory Courses:

This was the third year of the ***Introductory level Reading Group***, which ran over 2 terms.

- 15 participants attended over two terms. The group has received excellent feedback and will be continued
- A number have attended while waiting to start the training and others have gone on to show an interest/applied for the training

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The PPA combined with the BJAA to establish an ***Introductory Level Work Discussion Group*** which began in September 2018 with a group of 9. This group provides an opportunity for members of the public who might be considering training to experience the process of using psychoanalytic and Jungian concepts to understand their work relationships at a deeper level. This course has continued, receiving excellent feedback and it is proposed that it will continue.

Committee structure, membership and governance:

Since the Chair of Training had announced her intention to stand down at the end of 2019, a working party was established to formalise the Committee terms of reference, the job description and person specification for the role of Chair and began a search for a suitable replacement. The new Chair was appointed in April and began a two term period of handover, formally taking over as Chair in January 2020.

In addition to the new Chair, the Training committee welcomed two new members: a new curriculum lead, who has been working tirelessly in reviewing the curriculum, ensuring key areas (traditional and new) are covered; and a new tutor – much needed and appreciated because of the number of trainees and the loss of tutor members of the Training Committee in previous years.

Two annual 'Tutors meetings' established last year to allow time for tutors to support each other, develop the role and ensure consistency in what is offered to trainees, are working well.

Development of policies and procedures:

The committee continues to work closely with the BJAA and Board members to produce policies that are consistent across the organisation. The new policies for working with trainees experiencing difficulties during training and managing complaints from patients about trainee therapists are close to their final versions.

BPC External Examiner

Our external examiner has now completed 3 years in post and plans to step down at the end of 2021. Her contribution continues to be invaluable in supporting the Training Committee in its work. In her most recent report, the EE stated: "I continue to have a very positive view of the training and the serious calibre of work being undertaken by trainees, teaching staff and the Training Committee."

MSc Psychodynamics of Human Development

- The MSc Psychodynamics of Human Development is a two year part-time course consisting of the working partnership between the British Psychotherapy Foundation and the Psychosocial Studies Department at Birkbeck College, as well as the collaboration between the Psychoanalytic and Jungian streams of the course.
- Enrolments in the academic year 2019/2020 spanned 35 students across both years of the course. 20 students enrolled in 2019 are progressing to the second

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year, whereas recruitment for 2020/2021 suggests a new cohort of 25 students will begin in September.

- 8 students were expected to graduate with an MSc this year, completing dissertations on a wide range of topics including Identity Politics and Brexit, Death, Fascination for Evil, Eco-psychology and others. 1 student is expected to graduate with a PgDip.
- The 2019/20 academic year has been marked by the outbreak of the pandemic and the closure of the College and the BPF house from March 2020. No interruption of seminars occurred on the MSc as all seminars were moved online promptly. The whole summer term was taught remotely.
- Following the lockdown Birkbeck College requested students conducting empirical research to submit updated Ethics Approval forms, thus delaying interviews and data collection. Submission of dissertations has been postponed to the 30th September 2020. This delay does not impact graduations.
- Infant observations had to be stopped at the time of the Coronavirus lockdown. MSc students were recommended to stop visiting families and to keep contact via phone. Observations via video link were later on recommended after conversations with the IPCAPA Clinical Course Director and representatives of other pre-clinical courses. All students were able to carry on observing using a video link.
- The MSc is now recommending that observations can take place face-to-face if possible, following the government's guide lines for social distancing and, when not possible, that students use a video link to observe.
- Feedback from students over the last academic year has been very positive about the quality of teaching including the range of topics covered in the syllabus, but also about the transformative impact of the course due to its experiential components.
- Comments from the two appointed external examiners have been equally favourable regarding the quality of assessed papers and the coherent structure of the course.

"Psychotherapy Today" course: An Introduction to Psychoanalytic and Jungian thought

- This course provides a general introduction to psychoanalytic and Jungian thought and is aimed at people who might be thinking of beginning training in these fields or members of the public who simply would like to learn more about the subject in

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terms of how the ideas relate to society and personal development. The course has been run in the format of 10 Saturdays over a period of nine months.

- Over the academic 2019/20 year the course managed to attract and retain 20 students, who have given the course and those who run it very positive feedback. A sizeable profit was made for the BPF and this was despite the course having to be run online following the onset of the Coronavirus lockdown. Initially, this online provision was extremely stressful for the staff to manage, but was very much appreciated by the students who all had the opportunity during the first 6 months of the course to get to know each other in person and informally.
- Some of the students indicated their wish to seek to clinically train in some capacity. The BPF still has a significant opportunity here to develop and offer a suitable training programme to serve these individuals.
- Course Co-Leads Jo-anne Carlyle and Serena Wilmott, sadly, indicated their intention to step down in July 2020, and the BPF owes them a great debt of gratitude for all their superb work over the last five years to plan and develop the course from scratch. Sadly, also Ruth Calland (Discussion Facilitator) and Lisa Lawrence (Co-ordinator) were due to step down from their roles in summer 2020 and grateful thanks are also due to these two key individuals.
- However, ready for the next course intake in the autumn 2020, we were delighted to welcome a new Discussion Facilitator Eleanor Mongey (PPA) and Urvashi Chand to the new post of Course Lead/Manager. Thankfully, Sally Arthur (Discussion Facilitator) is staying on and the other team members who are leaving all said they would happily help to induct new staff and some will be happy to remain as background support in a Steering Group for the course.
- Options for future development of the course continue to be considered, including the opportunity for accreditation. In such thinking the many, key strengths of the course must not be lost, including providing much interpersonal informal contact and building of bonds of trust between course students, as well as the opportunity to get to know and talk to varied Clinical Psychotherapists in a range of contexts. (Traditionally, many students may only have access to their Mentors virtually or by phone due to geographic distances).
- Following having to provide the course online during the Covid related restrictions, we have been considering accepting applicants from as far away as South America and India. We may continue to offer them the course online, if the course is able to meet in the same physical space again during the next academic year.

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- Following our presentation of Psychotherapy Today at the BPF online Open Day in the spring 2020, we have also had a promotional Psychotherapy Today *Meet-up* online Zoom event in July for anyone who was curious about Psychoanalytic and Jungian thinking and/or was thinking about training and wanted to explore which route to take - psychoanalytic, Jungian or other. We had 93 people seemingly from all over the world sign-up - while about 35-40 people actually attended: India and Montenegro were mentioned by two attendees. The Psychotherapy Today Meet-up was an opportunity to meet and talk to practicing clinical psychotherapists and analysts to discuss personal career pathways and experience of the work.

Scientific and Applied Activities

- Through the year, The Scientific & Applied Activities Committee continued to consolidate and oversee a varied and relevant programme of postgraduate events for members of the **bpf** and, where appropriate, for the wider professional psychotherapy community and the public. This is the key priority for the Committee.
- As such we have always aimed to offer membership of the Committee to representatives of all the key constituencies within the organisation – including the three main Associations, the British Journal of Psychotherapy, the informal **bpf** Research Group, and local interest groups such as the Wessex **bpf** and the South London **bpf** Group.
- The programme of events was inevitably interrupted from mid-March 2020 as a result of the Covid-19 pandemic and the ensuing Public Health measures.
- An unforeseen benefit of the social distancing measures has been a fuller engagement with the use of digital platforms on the part of the **bpf** as a whole during the second half of the year. This has demonstrated a capacity for our events to be made accessible to a far wider audience than can be accommodated in our usual venues. It has also demonstrated a welcome degree of resilience in responding quickly to events that are prominent in the public mind, notably in relation to the Covid-19 pandemic and its effects on our clinical work with patients, and more recently in relation to the Black Lives Matter movement.
- Notwithstanding the postponement or cancellation of many planned events, the Committee has been able to organise and support a rich programme of events: *The Annual Lecture*, delivered this year by Professor Bob Hinshelwood, once again drew a large audience to The Governor's Hall at St Thomas's Hospital. There were two well-attended workshop events before the Covid 'lockdown' – on '*Sexuality Now*' and on the dilemmas related to '*Time and Money in Psychoanalytic Practice*'.

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- It was particularly gratifying to oversee a renewed vitality in the programme offered by the South London **bpf** Group where events such as *'Psychoanalytic Perspectives on 'The Shadow of the Parent'* were especially well-received. Also, the Wessex **bpf** group has once again hosted an impressive series of well-attended events in its venues in Oxford and Reading.
- Two hastily arranged online webinars – *'Covid-19 Reflective Groups'* and *'Decolonising Psychotherapy'* – both involving substantial interactive participation - provided the foundations for continued engagement and follow-up events for our members on these profoundly important subjects.
- Looking ahead, supported by our communications staff, the Scientific & Applied Activities Committee will continue to build on its growing experience with digital platforms to take psychoanalytically and socially relevant events to bigger and more distant audiences. So far two such events are programmed for the Autumn Term.
- The first Annual **bpf** Conference, *The Violent Human* – unavoidably postponed until March 2021 – promises to attract a large audience, with an impressive line-up of speakers bringing specialist psychoanalytic perspectives to issues of violence in adults, children and adolescents. Supported by short readings from theatre and literature, video clips and personal narratives, the Conference will explore our understanding and therapeutic responses to violence in human activity, whether domestic or in theatres of conflict. The Conference aims to be a flagship for the strengths and breadth of endeavour and expertise within the **bpf**.
- From a wide range of smaller events, among the most enjoyed were a talk on *Female Sexuality* given by Anne Zachary and Elphis Christopher and a fascinating talk on *Puppetry and the Transitional Object* given by the Theatre Director Tom Morris to a mixed audience of psychotherapists, actors and puppeteers.
- A recording of the talk on *Female Sexuality* will shortly be made available as a podcast, making it accessible for members too distant from London to attend – a precedent we wish to repeat for other events.
- We are also encouraging the use of venues other than our North London home, in particular for member and public events in South London.
- Away from London, **bpf**'s Wessex regional group led the way with an imaginative and successful public programme of events in Oxford, Reading and Basingstoke. Over 210 attendees were attracted.

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PUBLICATIONS - Journal

The British Journal of Psychotherapy (BJP), joined owned with publishing firm Wiley-Blackwell, continued to help raise the profile of both the BPF and the psychotherapy profession in the UK and internationally.

Total submissions in 2019 increased by nearly 60% compared with 2018, while submissions in 2020 have continued in a steady way, despite the pandemic. Both the 2019 and 2020 volumes have seen an increase of 100 pages over the 2018 volume.

The Journal's links with the **bpf**, as co-owner of the Journal with Wiley, have strengthened, particularly via the **bpf's** Scientific and Applied Activities Committee, which allows us to link with colleagues across the organisation. The Journal now has a regular presence in the **bpf's** Newsletter, which allows us to draw individual articles from current issues to members' attention. In addition, we are delighted that we now have in-house administrative support for the Journal, initially provided by Ellie Kingwell-Banham and now by Hannah Stevens.

Editorially, the Journal continues to develop. We were proud to publish two fast-tracked papers on the Covid crisis in our August edition this year, which got attention on Twitter, and we are grateful to Wiley for making these free to access online for a period of months.

The BJP's Rozsika Parker Prize is now established internationally and the conference collaboration with the Freud Museum continues.

The BJP has always been a home for conference papers, and we were delighted, for example, to publish a number of the papers from the Festschrift conference for Jeremy Holmes last year. We have also published Sally Arthur's **bpf** Kelnar Prize (Silver) paper on infant observation. Perhaps one of the standout research papers this year has been Tirril Harris and colleagues' 'Bridging the gap between clinical practice and research', an important intervention in the field.

The year has seen a number of retirements from the Editorial Board. Ann Horne, who had very ably represented the BPF for four years, stood down in February and we have welcomed Toby Dantzic in her place. Severnside, Arbours and WPF Therapy representatives have also changed. With these changes we have also developed the editorial 'holding' of two sections within the Journal – New Voices, and Point of View.

At the time of writing we have just appointed a new editor for the Clinical Commentaries Section, Katya Orrell of Tavistock and Portman NHS Trust and the International Association for Forensic Psychotherapy, and a previous winner of the Rozsika Parker Prize.

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

It is important to acknowledge the essential contribution of our BPF members: including: Poul Rohleder (PPA), who has been reviews editor for three years now; and Toby Dantzie (PPA), who has a specific role in developing the *bpf's* media presence and liaising with BPF and Wiley Marketing.

Clinical Services

- The department continued to provide its charitable role of providing an 'enquiry and referral' service for members of the public and the opportunity of a discounted, low-fee consultation with a psychotherapist.
- Over the year April 2019/March 2020 469 enquiries/contacts were received, 240 questionnaires sent: 130 assessment consultations arranged: and 94 assessments consultations attended.
- In total, 106 referrals were made to qualified members and trainees.
- The department held monthly Trainee Referral meetings to track all potential trainee vacancies and applications from patients to the service. This is a crucial part of the clinical training of *bpf's* trainees.
- Organised and provided bi-annual meetings with Assessors.
- Organised and provided Assessment Skills training.
- Liaised with psychiatric/child and adolescent services/forensic psychotherapy and drug services as well as other psychotherapy organisations.
- Expanded/updated information on the *bpf* website about the service regularly, particularly to promote the Low Fee Scheme.
- Maintained regular communication with members via BPF's monthly newsletter.
- When the Coronavirus struck from mid-March 2020, the department saw a significant fall in the volume of enquiries and also many members were, understandably, unsure or hesitant about switching to virtual therapy sessions. The fall in activity levels continued over the Spring of 2020 but activity gradually started to rise from the Summer 2020.

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

- In response to the Coronavirus, from April 2020, the department devised and led the planning and launch of BPF's "*Support is Key*" initiative. This is a service offered by BPF members who donate up to six free sessions to 'key workers' from across the NHS, Social Services, Police, Fire and Care Services who have been affected by Covid-19. Following the scheme's launch, 60 **bpf** members soon contacted the department to volunteer their time. The project has been advertised widely with professional bodies e.g. Royal College of Nurses and General Medical Council. Key workers have made contact from across the country. After receiving their free sessions, some patients decide to continue their therapy, either by contacting Clinical Services for a referral or arranging to continue ongoing work with the therapist allocated to them by the department. We have received excellent feedback and the **bpf** will proudly look to continue offering this valuable service for the foreseeable future.

General development & future plans

On the financial front, throughout the 2019/20 year the Trustees maintained a tight grip on the charity's cost and income performance. The key aim was to further reduce the charity's historic annual operating deficit and it was pleasing to see this achieved by the year end: the 2019/20 actual operating deficit (before investment gains/losses) was £65,118 which compared to a loss of £106k originally budgeted for the year and an actual deficit of £155,162 in the previous financial year.

This better performance was achieved thanks to a combination of both higher than budgeted revenue and lower than budgeted overhead costs. Higher revenue, in particular, was seen from training activities and donations/grants.

Concerning the charity's governance, the major development in the year was the holding of an Extraordinary General Meeting (EGM) in July 2019 to approve an updating of the charity's Articles of Association. Two notable changes were to allow a more flexible composition of the Board of Trustees and to integrate the charity's different associations more cohesively. The Meeting approved the new Articles by a large margin.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

A few months following this EGM, the charity held its normal annual general meeting (AGM), where the new arrangements for the Board were implemented, including the appointment of an external non-member trustee. Sadly, the main news at the Meeting was the stepping down of Julian Lousada from the position of Board Chair and several years as a Trustee. The membership extended their huge thanks and gratitude for the strong leadership he had provided. At the same time, members marked their thanks for several other **bpf** members who had recently stepped down from the Board and also warmly welcomed Jean Carr to the role of Board Chair, who stepped up from her previous role as Vice Chair.

Another important measure taken during the year was to carry out an updated review of the charity's 'risk register'. The interim CEO prepared a fresh audit and categorisation of risks around five areas: budget/strategic, governance, operational, compliance and external developments. The Board agreed that the updated register identified most risks well and endorsed several improved or new mitigation measures set out.

Operational matters

Operationally, the year was as busy and varied as ever. Thanks to the combined enthusiasm and professionalism of the **bpf's** staff team members working closely with the charity's wide range of volunteering members across its associations, an impressive and varied range of courses, seminars, meetings and activities was delivered – as can be seen from the individual course and activity reports elsewhere in this report. The friendly and convenient facilities of the **bpf's** offices were the venue for very many of these activities.

However, at the end of the financial year, the sudden onset of the Coronavirus pandemic caused a significant disruption to the delivery of **bfp's** activities, requiring an urgent and comprehensive switching to home-working for the staff team and switching to online delivery of courses and meetings by tutors, facilitators and trainees. The period of March to May was a testing period for everyone but things settled down quickly and since then – until further notice – the **bpf** has continued to run its activities online. *The Trustees are very grateful to all staff, course leaders, tutors, facilitators, trainees and everyone else who have shown great patience, resilience and flexibility in helping the charity adapt to the challenges posed by Covid-19.*

One notable event in the **bpf** calendar year that had to be re-organised online was the March Open Day – a marketing event aimed at recruiting individuals for the organisation's next year of courses. As it turned out, the revised format of a series of individual online sessions proved very effective and its increased accessibility succeeded in attracting a larger number of potential trainees than usual.

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Concerning the **bfp's** staff team, the Trustees continued the services over the year of interim CEO, Mike Owen, ahead of a fresh/strategic review mid-2020 of the overall staff structure. During the year, there were just a few staff changes, including a new Digital and Marketing Officer and a new PPA Training Co-ordinator. A new senior post of Head of Development was also recruited for, but the appointee sadly did not work out. Credit needs to be given to the flexibility shown by all staff team during the year – before as well as after Covi-19 struck – particularly **bfp's** Financial Director, Bella Hailemariam; House Manager/Services Co-ordinator Cathie Moore; and Training & Membership Co-ordinator Angeliki Kyriaki. Special mention is also due to Dorothee Magni, who joined in the summer of 2019 as Course Director for our joint MSc with Birkbeck and who has done a brilliant job in taking over the helm of this popular programme.

On the education development front, Trustees and senior staff further developed thinking and planning for the development of the **bfp's** range of education and training courses, building on strategic recommendations received from an adviser engaged earlier in 2019. The central strategic aim agreed was for the **bpf** to offer a more integrated, fuller and flexible education and training 'pathway' across its associations, including offering courses aimed more at a 'pre-clinical' level in order to appeal to larger numbers of students.

At the same time, dedicated work was carried out to review and identify opportunities to enhance the range of CPD/short courses available to qualified members, which led to plans to both revive/update selected former courses which the **bpf** used to run and also invest in some new programmes. An early revived course will be **bfp's** previous and very popular Supervision Skills course, which ran for many years up until 2017.

More generally on the professional support front, examples of other initiatives seen in the year included the introduction of an updated bursary support scheme for trainees experiencing financial difficulties; the delivery of a well-attended training seminar for members on data protection/GDPR issues (planned and delivered with legal staff from the British Psychoanalytic Council); and a dedicated workshop attended by a group of members to review how the **bpf** could improve its level of support to members concerning professional and ethical issues.

Looking ahead

The Board has set itself the strategic ambition of *growing and developing* the **bpf** as both a training provider and professional membership body, but – crucially – at the same time building on the recent improvement in the charity's financial performance to definitively end its history of annual losses. Almost all the **bfp's** rival organisations also have a history of loss-making, but there is a determination by the **bpf** Board for the **bpf** to be different, particularly by being readier to think more commercially whilst at the same time keeping the core ethos of being a membership body and charity.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

In furtherance of its strategic ambition, the **bpf** Board has defined a set of short-term priorities around five areas for the *next 18 months* (ahead of a fuller 2-3 strategic plan for the next CEO to lead on with the Board). An indication of some of the main, planned actions is as follows:

- i) **Education & training:** development of a broader, more integrated, and more flexible 'core' education/training 'pathway' from introductory up to advanced clinical level – particularly offering more at intermediate-level and offering a greater choice of different levels of qualification. Also, improving the accessibility of programmes via more online and shorter formats and operating more in partnership with other institutions.
- ii) **Membership & professional life:** Plans to improve the appeal of **bpf** membership and its level/offer of professional activity include: a clearer, progressive structure of member categories; an enhanced range of online events and networking; growth of a wider-interest online 'community' for people generally interested in psychotherapy (including potential trainees); boosting the professional ethics/standards/advice support available to members; boosting the level of external PR and media activity on the back of a stronger 'thought leadership' side to the **bpf**, and closer working with allied health/care professions and social communities.
- iii) **Wider income & cutting costs:** On the revenue side, areas that are to be looked at include: an expanded range of general and targeted CPD/short courses; a wider range of events and conference activity; partnerships with other universities/institutions; and new/wider income streams like training and consulting aimed at organisations. On the cost and cash management side, the Board will look at further improvement in operational models and processes for all activities to boost gross margins; further review/assessment of how to cut back central overheads; fuller use of digital technologies; and stronger, more active professional management of investment funds and cash reserves.
- iv) **Structure & culture:** A key intention is to evolve the **bpf's** Board to focus on being more of a strategic and oversight governing body - with more external/lay members - and delegate more operational duties to a new small 'senior management' team. This management team itself would allocate dedicated responsibility between revenue-earning activities and central support functions.
- v) **Premises & support systems** The Board of Trustees intend to progress action to sell the charity's current HQ premises and move to a combination of smaller and more 'fit-for purpose' premises and more home-working and online service delivery. Other plans include investing in upgraded ITC systems to ensure the organisation is optimally positioned in respect of digital technologies, (particularly for seizing e-learning opportunities for training) and looking at fresh ways to ensure cost-effective provision of other central/support services like legal, HR support and facilities.

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

***bpf* Values**

With the above, fresh strategic pathway in mind, it is important that ***bpf*** stays close to and conducts all its activities based on its key driving principles as a charity.

Its leading principles include the following:

Equality & fairness

The ***bpf*** is committed to the development and implementation of policies and procedures that ensure fairness, with the aims of promoting equality, valuing diversity and removing any unfair discrimination shaping its activities.

Accountability

The ***bpf*** is committed to communicating clearly how it has taken its members, trainees, patients, staff and other stakeholders' views into consideration in developing and managing its activities and policies. The ***bpf*** Board is committed to demonstrating high standards of governance.

Efficiency

The ***bpf*** is committed to fostering a culture of innovation and continuous improvement, using its resources efficiently and seeking to achieve further efficiencies without compromising the quality of its activities.

Risk Assessment

The trustees regularly identify and consider the major risks to which the charity is exposed and establish systems to mitigate such risks.

Financial systems are closely monitored and regularly reviewed to prevent excessive expenditure and to guard against fraud.

The trustees continue to put in place effective strategies to ensure that ***bpf*** activities remain sustainable in the long term and that they develop along with to meet the needs of potential trainees and patients.

Transactions and financial position

Total income amounted to £1,018,744 during the year of which £877,970 comes from membership subscriptions, training fees and course fees. Expenditure incurred amounted to £1,070,617 resulting in an operating deficit (i.e. before gains and losses) of £51,873, of which, £82,993 relates to unrestricted reserves. After investment gains the overall net deficit for the year reduced to £65,118 (compared to £77,419 for the previous financial year).

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

The total reserves stood at £3,810,730 on 31 March 2020, of which £220,146 is held as restricted funds and £1,833,330 as designated. Designated funds consists of a legal fund of £20,000 and a property fund of £1,813,330 which is equal to the book value of the freehold property after depreciation. Unrestricted funds amount to £1,757,254 at 31 March 2020.

Investment policy and returns

Under the memorandum and articles of association, the charity has the power to invest its funds at the discretion of the directors. The charity invested £1 million in the Sarasin Alpha Common Investment Fund in 2016/17 with the aim of achieving capital growth. The trustees considered the return on investments to be in keeping with present market conditions.

The trustees have exercised care and skill when making investment decisions and to the best of their abilities selected investments that were right for the charity taking account of:

- how suitable any investment is for the charity
- the need to diversify investments

The trustees have addressed the ethical aspects of the charity's investments to ensure they are not in conflict with the aims of the charity. The trustees monitor and review the performance of the external investment manager.

Reserves

The board has reviewed the major risks that the charity faces, as a result the *bpf* is now committed to maintaining free reserves equal to 3-6 months operating costs, approximately £250,000 to £500,000 and to retaining an additional sum of £20,000 as a legal fee reserve to ensure adequate cover for any possible future legal costs. Key financial control systems are reviewed annually. At 31 March 2020 free reserves were above target.

A number of adult psychotherapy trainings from the 3 merged organisations remain active. The board is committed to ensuring that these trainings continue until the trainees concerned have qualified which will entail using a level of its reserves.

Directors

All directors of the company were also trustees of the charity and were elected by the members at an AGM, or co-opted by the board of trustees. All of the directors named on page one served during the period. The board used its power to co-opt additional directors as it considered fit to do.

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Key management personnel

The key management personnel of the charity are considered to be the Chief Executive and the Director of Finance. The current interim CEO has been engaged on a part-time, short-term contract, using a fixed retainer-fee basis. Regular supervision and oversight is carried out by the chair of the *bpf*.

Trustee induction

The *bpf* is committed to ensuring that its trustees receive a good induction as part of assuming the responsibility of trustee of a charity and a director of a limited company. It believes that a good induction prepares new trustees to be effective. Opportunities for new trustees to spend time in the organisation including 'shadowing' staff are provided. Supplying new trustees with key information about the organisation and about the responsibilities of being a trustee is at the heart of the induction. The information supplied includes:

- Constitutional documents
 - Memorandum and Articles of Association.
- Governance
 - Job descriptions for Trustees.
 - Trustee code of conduct including the form for declaration of interests and the conflict of interest policy.
 - Details of *bpf* associations, committees and tasks groups.
 - Minutes and papers of recent board meetings
- Guidance
 - Charity Commission leaflet CC3 The Essential Trustee: what you need to know
 - Charity Commission leaflet CC60 Hallmarks of an Effective Charity
- Finance
 - Current strategic plan
 - Most recent management accounts
 - Last 2 years audited accounts and annual reports.
 - Financial controls policy.
- Organisation
 - Organisational chart
 - Contact details for all other trustees.
 - Copy of last risk register.
 - Other documents explaining charity history, aims and current activities.
- Administration
 - Expense claims forms.
 - Details of training and sources of support and further information available to trustees.
 - Procedures for Trustee meetings e.g. when papers are sent, location, duration, how to raise issues for consideration.

BRITISH PSYCHOTHERAPY FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Report and 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 income and expenditure of the charitable company and its state of affairs at the end of that period.

In preparing those statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 which 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.

In accordance with company law as the company's directors, we certify that: so far as we are aware, there is no relevant audit information of which the charitable company's auditor is unaware; and as directors of the charitable company we have taken all the steps that we ought to have taken, in order to make ourselves aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

This report was approved by the **bpf** board of directors on 26th October 2020 and signed on its behalf.



.....
Eleanor Mongey
Director

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH PSYCHOTHERAPY FOUNDATION

Opinion

We have audited the financial statements of The British Psychotherapy Foundation (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows 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 March 2020 and of its incoming resources and application of resources 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 of 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 other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. The trustees are responsible for the other information.

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 AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH PSYCHOTHERAPY FOUNDATION (CONTINUED)

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.

Opinion 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 trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the 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 included within the trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- proper and 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 trustees' 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 trustees' report and from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the Trustees' Responsibilities Statement, 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.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
THE BRITISH PSYCHOTHERAPY FOUNDATION (CONTINUED)**

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 company or to cease operations, or have no realistic alternative but to do so.

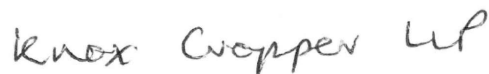
Auditor's responsibilities for the audit of the financial statements

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. 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.



26 October 2020

Simon Goodridge
Senior Statutory Auditor
for and on behalf of Knox Cropper LLP
Statutory Auditor
65 Leadenhall Street
London EC3A 2AD

BRITISH PSYCHOTHERAPY FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING THE INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2020

	Note	Unrestricted	Designated	Restricted	Total 2020	Total 2019
		£	£	£	£	£
Income and Endowments:						
Donations and Legacies	2	147	-	72,880	73,027	22,129
Investment Income	3	5,911	-	-	5,911	5,256
Charitable Activities						
Membership		230,706	-	-	230,706	376,895
Training Fees	4	471,009	-	-	471,009	484,255
MSc Course & Pre-training Fees		166,812	-	-	166,812	142,004
Short Courses		9,443	-	-	9,443	29,476
Events		26,777	-	-	26,777	20,825
Publication Income		16,469	-	-	16,469	18,896
Room Hire and Lettings		2,588	-	-	2,588	3,013
Clinic Access and Services		11,539	-	-	11,539	6,260
Other		4,463	-	-	4,463	2,811
Total Income		945,864	-	72,880	1,018,744	1,111,820
Expenditure:						
Charitable Activities	5					
Membership		234,554	-	-	234,554	327,766
Education						
Training Courses		507,855	-	40,400	548,255	639,557
MSc Course & Pre-training		191,228	-	-	191,228	196,765
Short Courses		20,628	-	-	20,628	28,991
Events		14,108	-	1,360	15,468	15,163
Publications		11,912	-	-	11,912	14,150
Clinical Access & Services		48,571	-	-	48,571	44,590
Total Expenditure		1,028,857	-	41,760	1,070,617	1,266,982
Net Income/Expenditure before gains/(losses)		(82,993)	-	31,120	(51,873)	(155,162)
Net Gains/ (Losses) on Investments		(13,245)	-	-	(13,245)	77,743
Net Income/(Expenditure)		(96,238)	-	31,120	(65,118)	(77,419)
Transfers between Funds		4,657	(26,667)	22,010	-	-
Net Movement in Funds		(91,581)	(26,667)	53,130	(65,118)	(77,419)
Total Funds Brought Forward		1,848,835	1,859,997	167,016	3,875,848	3,953,267
Total Funds Carried Forward		£1,757,254	£1,833,330	£220,146	£3,810,730	£3,875,848

All incoming resources, and resources expended derive from continuing activities.
The Notes on pages 34 to 41 form part of these financial statements.

BRITISH PSYCHOTHERAPY FOUNDATION**BALANCE SHEET AS AT 31 MARCH 2020**

	Note	2020		2019	
		£	£	£	£
FIXED ASSETS					
Intangible Assets	8		5,000		7,500
Tangible Fixed Assets	9		1,834,352		1,873,667
Investments	10		<u>1,353,970</u>		<u>1,367,215</u>
			3,193,322		3,248,382
CURRENT ASSETS					
Debtors	11	191,365		176,630	
Cash At Bank and In Hand		<u>712,746</u>		<u>752,593</u>	
		904,111		929,223	
CREDITORS:					
Amounts falling due within one year	12	<u>(286,703)</u>		<u>(301,757)</u>	
NET CURRENT ASSETS			617,408		627,466
TOTAL NET ASSETS			<u>£3,810,730</u>		<u>£3,875,848</u>
FUNDS					
	13				
Restricted			220,146		167,016
Designated			1,833,330		1,859,997
Unrestricted			<u>1,757,254</u>		<u>1,848,835</u>
TOTAL FUNDS			<u>£3,810,730</u>		<u>£3,875,848</u>

These financial statements were approved by the Board of Trustees on 26th October 2020 and were signed on its behalf by:



.....
Eleanor Mongey
Director



.....
Mary Pat Campbell
Director

Registered Company No.: 08238969
Registered Charity No.: 1150806

The Notes on pages 34 to 41 form part of these financial statements

BRITISH PSYCHOTHERAPY FOUNDATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2020

	Note	2020 £	2019 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by (used in) operating activities	17	<u>(37,500)</u>	<u>(54,794)</u>
CASH FLOWS FROM INVESTING ACTIVITIES :			
Purchase of property, plant and equipment		<u>(2,347)</u>	<u>(4,937)</u>
Net cash provided by (used in) investing activities		<u>(2,347)</u>	<u>(4,937)</u>
Change in cash and cash equivalents in the reporting period		(39,847)	(59,731)
Cash and cash equivalents at the beginning of the reporting period		<u>752,593</u>	<u>812,324</u>
CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD		<u>£712,746</u>	<u>£752,593</u>

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. Accounting Policies

1.1 Basis of preparation of Accounts

The financial statements are prepared under the historical cost convention with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS 102 second edition – effective 1 January 2019)), applicable UK accounting standards and the Companies Act 2006.

1.2 Going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

1.3 Incoming resources

Voluntary Income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or if donors conditions have not been fulfilled, then income is deferred. Investment income is recognised on a receivable basis.

1.4 Resources expended

Resources expended are recognised when a liability is incurred, inclusive of any VAT which cannot be recovered.

Expenditure which is directly attributable to specific activities has been included in these categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.5 Pension Costs

The company contributes to a stakeholder pension scheme. These costs are accounted for by charging the premiums paid in the period during which the company benefits from the employees' services.

1.6 Intangible Fixed Assets

Intangible fixed assets are publication rights for the British Journal of Psychotherapy. These intangible assets will be amortised over their estimated economic life of 4 years on a straight line basis.

1.7 Tangible Fixed Assets

Individual fixed assets costing more than £100 are capitalised at cost.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the carrying value over their expected useful economic life as follows:

Freehold buildings	2% straight line basis
Furniture & Fittings	20% straight line basis
Office Equipment	33% straight line basis
Library, books, films & equipment	15% reducing balance basis
Database and IT equipment	33% straight line basis

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

1. Accounting Policies (continued)

1.8 Investments

Investments including funds under management are stated at market value at the balance sheet date. These investments are readily convertible to cash. The Statement of Financial Activities includes the net gains and losses arising on revaluations.

1.9 Stock

Stock is valued at the lower of cost or net realisable value.

2. GRANTS AND DONATIONS

	2020	2019
	£	£
Grants	71,510	20,966
Donations	447	583
Members and Other Donations	1,070	580
	<u>£73,027</u>	<u>£22,129</u>

3. INVESTMENT INCOME

Bank Interest	4,234	3,697
Dividends	1,677	1,559
	<u>£5,911</u>	<u>£5,256</u>

4. TRAINING FEES

IPCAPA Training	381,167	384,738
PPA Training	73,938	73,159
BJAA Training	15,334	13,921
BPA Training	-	11,837
Application for Training Therapists	570	600
	<u>£471,009</u>	<u>£484,255</u>

5. CHARITABLE ACTIVITIES

	-----2020-----				-----2019-----			
	Direct	Staff costs	Support	Total	Direct	Staff costs	Support	Total
	£	£	£	£	£	£	£	£
Membership	54,041	-	180,513	234,554	158,074	-	169,692	327,766
Education								
Training	271,273	149,290	127,693	548,256	304,489	175,383	159,685	639,557
Courses								
MSc & pre-trainings	106,973	29,530	54,725	191,228	100,547	27,782	68,436	196,765
Short Courses	3,515	5,211	11,902	20,628	12,899	4,903	11,189	28,991
Events	9,517	-	5,951	15,468	9,569	-	5,594	15,163
	<u>445,319</u>	<u>184,031</u>	<u>380,784</u>	<u>1,010,134</u>	<u>585,578</u>	<u>208,068</u>	<u>414,596</u>	<u>1,208,242</u>
Clinical								
Access & Services	60	48,511	-	48,571	680	43,910	-	44,950
Publications	11,912	-	-	11,912	14,150	-	-	14,150
	<u>£457,291</u>	<u>£232,542</u>	<u>£380,784</u>	<u>£1,070,617</u>	<u>£600,408</u>	<u>£251,978</u>	<u>£414,596</u>	<u>£1,266,982</u>

Staff costs are split between direct and support costs which are then allocated to charitable activities.

BRITISH PSYCHOTHERAPY FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

6. SUPPORT COSTS

	Membership £	Training Courses £	MSc Course £	Short Courses £	Events £	Total 2020 £	Total 2019 £
Staff	89,711	63,461	27,197	5,914	2,959	189,242	161,172
Other Staff	5,532	3,913	1,677	365	182	11,669	5,908
Premises	41,780	29,554	12,666	2,755	1,377	88,132	120,042
Office	26,647	18,850	8,079	1,757	878	56,211	67,062
Governance	16,843	11,915	5,106	1,111	555	35,530	60,412
	<u>£180,513</u>	<u>£127,693</u>	<u>£54,725</u>	<u>£11,902</u>	<u>£5,951</u>	<u>£380,784</u>	<u>£414,596</u>

Prior year

	Membership £	Training Courses £	MSc Course £	Short Courses £	Events £	Total 2019 £
Staff	65,967	62,077	26,604	4,349	2,175	161,172
Other Staff	2,418	2,276	975	160	79	5,908
Premises	49,132	46,235	19,815	3,240	1,620	120,042
Office	27,448	25,829	11,070	1,810	905	67,062
Governance	24,727	23,268	9,972	1,630	815	60,412
	<u>£169,692</u>	<u>£159,685</u>	<u>£68,436</u>	<u>£11,189</u>	<u>£5,594</u>	<u>£414,596</u>

7. STAFF COSTS AND KEY MANAGEMENT PERSONNEL

No remuneration was paid to directors during the year. Expenses reimbursed to them in the year in their capacity as directors amounted to £481 (2019: £223). A number of the Directors received fees in respect of professional services rendered as psychotherapists during the year amounting to £825 (2019: £550). The staff costs of remaining staff were:

	2020 £	2019 £
Wages and Salaries	395,068	380,977
Social Security Costs	29,501	28,089
Pension Costs	8,883	8,443
	<u>£433,452</u>	<u>£417,509</u>
	Nos.	Nos.
Full Time Staff Equivalent	<u>9</u>	<u>10</u>

Key management personnel for all or part of the year consisted of two individuals (2019: three). Total remuneration of key management personnel during the year amounted to £129,172 (2019: £130,810).

Staff receiving remuneration greater than £60,000 in the year were as follows:

	2020 Nos.	2019 Nos.
Between £60,000 and £70,000	-	-
Between £70,000 and £80,000	<u>1</u>	<u>1</u>

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

8. INTANGIBLE ASSET

Publication Rights : British Journal of Psychotherapy	2020	2019
	£	£
Cost at 1 st April 2019 and 31 st March 2020	<u>10,000</u>	<u>10,000</u>
Accumulated amortization		
Brought forward as at 1 st April 2019	2,500	-
Charge for the year	<u>2,500</u>	<u>2,500</u>
Carried forward as at 31 st March 2020	<u>5,000</u>	<u>2,500</u>
Net Book Value		
At 31 st March 2020	<u>£5,000</u>	<u>£7,500</u>

9. TANGIBLE FIXED ASSETS

	Freehold Property	Office Equipment Furniture & Fittings	Library Books & Film Equipment	Total 2020	Total 2019
	£	£	£	£	£
Cost:					
At 1 st April 2019	2,000,000	120,740	52,184	2,172,924	2,242,369
Additions	-	-	2,347	2,347	4,937
Disposals	-	-	-	-	(74,382)
At 31st March 2020	<u>2,000,000</u>	<u>120,740</u>	<u>54,531</u>	<u>2,175,271</u>	<u>2,172,924</u>
Accumulated Depreciation					
At 1 st April 2019	160,003	96,898	42,356	299,257	299,850
Charge for the period	26,664	13,172	1,826	41,662	73,789
Disposals	-	-	-	-	(74,382)
At 31st March 2020	<u>186,667</u>	<u>110,070</u>	<u>44,182</u>	<u>340,919</u>	<u>299,257</u>
Net Book Values					
At 31st March 2020	<u>£1,813,333</u>	<u>£10,670</u>	<u>£10,349</u>	<u>£1,834,352</u>	<u>£1,873,667</u>
At 31st March 2019	<u>£1,839,997</u>	<u>£23,842</u>	<u>£9,828</u>	<u>£1,873,667</u>	<u>£1,942,519</u>

BRITISH PSYCHOTHERAPY FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

10. INVESTMENTS

	2020	2019
	£	£
Quoted Investments		
Balance Brought Forward	1,367,215	1,289,472
Unrealised (Loss)/ Gain	(13,245)	77,743
Market Value at 31 st March 2020	<u>£1,353,970</u>	<u>£1,367,215</u>
 Held at Year End:		
Sarasin Alpha CIF	1,081,159	1,080,856
CAF Balanced Growth Fund	48,036	61,483
COIF Charity Investment Fund – Accumulation Shares	223,494	223,596
Triodos Bank	1,281	1,281
	<u>£1,353,970</u>	<u>£1,367,215</u>

11. DEBTORS

	2020	2019
	£	£
Trainee Loans	6,219	7,050
Other debtors	83,505	63,731
Payments in advance	101,641	105,849
	<u>£191,365</u>	<u>£176,630</u>

12. CREDITORS

Amounts Falling Due Within One Year

Trade Creditors	142,159	67,162
Deferred Income	86,550	137,923
Deposits	5,697	11,630
Accruals	42,485	76,871
PAYE and Staff Related	9,173	7,531
Jungian Archives	640	640
	<u>£286,703</u>	<u>£301,757</u>

BRITISH PSYCHOTHERAPY FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

13. FUNDS

	Balance B/F	Incoming Resources	Expend- iture	Investment Gains/ Losses	Transfers	Balance C/F
	£	£	£	£	£	£
Restricted Funds						
Trainee Loan Fund	24,370	-	-	-	-	24,370
Child Training	53,582	70,460	(40,400)	-	-	83,642
Premises Fund	37,099	-	-	-	-	37,099
Trainee Bursary Fund	12,063	-	-	-	-	12,063
Trainee Bursary Fund 2018	5,640	1,070	-	-	-	6,710
Trainee Bursary Fund 2019	-	-	-	-	20,000	20,000
John Kelnar Fund	-	-	(100)	-	100	-
Lionel Monteith Lecture Fund	5,268	-	-	-	-	5,268
Lincoln Legacy	25,616	-	-	-	-	25,616
Eileen Curtiz	150	1,050	(350)	-	1,000	1,850
Gyll Moore Fund	314	-	-	-	-	314
Teresa Hirsch Fund	3,214	-	-	-	-	3,214
Roziska Parker Fund	(300)	300	(910)	-	910	-
	<u>£167,016</u>	<u>£72,880</u>	<u>£(41,760)</u>	<u>-</u>	<u>£22,010</u>	<u>£220,146</u>
Designated Funds						
Property Fund	1,839,997	-	-	-	(26,667)	1,813,330
Legal Fees Fund	20,000	-	-	-	-	20,000
	<u>£1,859,997</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>£(26,667)</u>	<u>£1,833,330</u>
Unrestricted Funds						
General Reserves	1,848,835	945,864	(1,028,857)	(13,245)	4,657	1,757,254
	<u>£1,848,835</u>	<u>£945,864</u>	<u>£(1,028,857)</u>	<u>£(13,245)</u>	<u>£4,657</u>	<u>£1,757,254</u>
Total Reserves	<u>£3,875,848</u>	<u>£1,018,744</u>	<u>£1,070,617</u>	<u>£(13,245)</u>	<u>-</u>	<u>£3,810,730</u>
Prior year	01/04/18					31/03/19
	£	£	£	£	£	£
Restricted Funds						
Trainee Loan Fund	24,370	-	-	-	-	24,370
Child Training	71,228	20,966	(38,612)	-	-	53,582
Premises Fund	37,099	-	-	-	-	37,099
Trainee Bursary Fund	13,463	-	(1,400)	-	-	12,063
Trainee Bursary Fund 2018	5,060	580	-	-	-	5,640
Lionel Monteith Lecture Fund	5,268	-	-	-	-	5,268
Lincoln Legacy	26,204	-	(588)	-	-	25,616
Gyll Moore Fund	314	-	-	-	-	314
Teresa Hirsch Fund	3,214	-	-	-	-	3,214
Roziska Parker Fund	(300)	-	-	-	-	(300)
Eileen Curtiz	300	-	(150)	-	-	150
	<u>£186,220</u>	<u>£21,546</u>	<u>£(40,750)</u>	<u>£-</u>	<u>£-</u>	<u>£167,016</u>
Designated Funds						
Property Fund	1,866,664	-	-	-	(26,667)	1,839,997
Legal Fees Fund	20,000	-	-	-	-	20,000
	<u>£1,886,664</u>	<u>£-</u>	<u>£-</u>	<u>£-</u>	<u>£(26,667)</u>	<u>£1,859,997</u>
Unrestricted Funds						
General Reserves	1,880,383	1,090,274	(1,226,232)	77,743	26,667	1,848,835
	<u>£1,880,383</u>	<u>£1,090,274</u>	<u>£(1,226,232)</u>	<u>£77,743</u>	<u>£26,667</u>	<u>£1,848,835</u>
Total Reserves	<u>£3,953,267</u>	<u>£1,111,820</u>	<u>£1,266,982</u>	<u>£77,743</u>	<u>£-</u>	<u>£3,875,848</u>

BRITISH PSYCHOTHERAPY FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets	Investments	Net Current Assets	Total
	£	£	£	£
Restricted Funds	-	-	220,146	220,146
Designated Funds	1,813,330	-	20,000	1,833,330
Unrestricted Funds	26,022	1,353,970	377,262	1,757,254
	<u>£1,839,352</u>	<u>£1,353,970</u>	<u>£617,408</u>	<u>£3,810,730</u>

Prior year

	Fixed Assets	Investments	Net Current Assets	Total
	£	£	£	£
Restricted Funds	-	-	167,016	167,016
Designated Funds	1,839,997	-	20,000	1,859,997
Unrestricted Funds	41,170	1,367,215	440,450	1,848,835
	<u>£1,881,167</u>	<u>£1,367,215</u>	<u>£627,466</u>	<u>£3,875,848</u>

15. MEMBERS LIABILITY

The company is limited by guarantee and has no share capital. The liability of each member in the event of winding up is £5.

16. TAXATION

The company is a registered charity and no provision is considered necessary for taxation.

17. NOTES TO THE CASH FLOW STATEMENT

	2020	2019
	£	£
Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds for the reporting period (as per the statement of financial activities)	(65,118)	(77,419)
Adjustments for:		
(Gain)/Loss on Investments	13,245	(77,743)
Depreciation charges	41,662	73,789
Amortisation charges	2,500	2,500
(Increase)/decrease in debtors	(14,735)	(56,266)
Increase/(decrease) in creditors	(15,054)	80,345
Net cash provided by (used in) operating activities	<u>(37,500)</u>	<u>(54,794)</u>
Analysis of cash and cash equivalents		
Cash at bank	712,746	752,593
Total cash and cash equivalent	<u>£712,746</u>	<u>£752,593</u>

BRITISH PSYCHOTHERAPY FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

18. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted	Designated	Restricted	Total 2019
		£	£	£	£
Income and Endowments:					
Donations and Legacies	2	583	-	21,546	22,129
Investment Income	3	5,256	-	-	5,256
Charitable Activities					
Membership		376,895	-	-	376,895
Training Fees	4	484,255	-	-	484,255
MSc Course & Pre-training Fees		142,004	-	-	142,004
Short Courses		29,476	-	-	29,476
Events		20,825	-	-	20,825
Publication Income		18,896	-	-	18,896
Room Hire and Lettings		3,013	-	-	3,013
Clinic Access and Services		6,260	-	-	6,260
Other		2,811	-	-	2,811
Total Income		1,090,274	-	21,546	1,111,820
Expenditure:					
Charitable Activities					
Membership	5	327,766	-	-	327,766
Education					
Training Courses		598,957	-	40,600	639,557
MSc Course & pre-trainings		196,765	-	-	196,765
Short Courses		28,991	-	-	28,991
Events		15,013	-	150	15,163
Publications		14,150	-	-	14,150
Clinical Access & Services		44,590	-	-	44,590
Total Expenditure		1,226,232	-	40,750	1,266,982
Net Income/Expenditure before gains/(losses)		(135,958)	-	(19,204)	(155,162)
Net Gains/(Losses) on Investments		77,743	-	-	77,743
Net Income/(Expenditure)		(58,215)	-	(19,204)	(77,419)
Transfers between Funds		26,667	(26,667)	-	-
Net Movement in Funds		(31,548)	(26,667)	(19,204)	(77,419)
Total Funds Brought Forward		1,880,383	1,886,664	186,220	3,953,267
Total Funds Carried Forward		£1,848,835	£1,859,997	£167,016	£3,875,848