



BRITISH PSYCHOTHERAPY FOUNDATION
Annual Report & Financial Statements
For the year ended 31 March 2023

Company number:08238969

Charity Registration Number:1150806

Contents

ADMINISTRATIVE DETAILS.....	3
ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023	
OPERATING AND FINANCIAL REVIEW.....	5
1. About the British Psychotherapy Foundation.....	5
2. Review of Operations.....	6
3. Review of Financial Performance.....	19
4. Principal Risks and Uncertainties.....	21
5. Plans for future periods.....	23
6. Trustees Responsibilities	24
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS.....	25
FINANCIAL STATEMENTS	
STATEMENT OF FINANCIAL ACTIVITIES.....	28
STATEMENT OF FINANCIAL POSITION.....	29
STATEMENT OF CASH FLOWS.....	30
NOTES TO THE FINANCIAL STATEMENTS.....	31

ADMINISTRATIVE DETAILS

Charity Trustees

Professor Jean Knox (Chair)	Appointed 21 November 2020
Steven Flower (Vice Chair)	Co-opted 21 June 2022
Ferelyth Watt	Appointed May 2017
Liza Catan	Appointed 21 November 2020
Eleanor Mongey	Co-opted 23 November 2019
Sonia Appleby (resigned 26.10.2023)	Co-opted 21 March 2023
Jemma Corenbloom	Co-opted 21 March 2023
Ruth Calland	Resigned 21 June 2022
Susannah Rose	Resigned 25 October 2022
Sarah Spitzfaden	Resigned 25 October 2022
Mary Pat Campbell	Resigned 27 October 2022

Senior Management Team

Chief Executive:	Dr France Gillies
Director of Corporate Services:	David Ryan
Director of Clinical Services:	Angela Marsh -Appointed 18th April 2023
Head of Membership & Marketing:	Matthew Aldridge
Head of Projects:	Dr Wayne Full – Appointed on 2 nd May 2023

Principal & Registered Office:

37 Mapesbury Road
London
NW2 4HJ

Principal Advisers

Auditors:

Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London
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Bankers:

National Westminster Bank Plc
Chatham Rsc, Western Avenue
Waterside Court, Chatham Maritime
Chatham,
Kent
ME4 4RT

Investment Managers:

Sarasin & Partners LLP
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Legal Advisers:

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ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

OPERATING AND FINANCIAL REVIEW

1. ABOUT THE BRITISH PSYCHOTHERAPY FOUNDATION

The British Psychotherapy Foundation (bpf) is a membership and psychotherapy training organisation, also offering clinical services. It was formed in 2015 when three London-based psychotherapy training organisations decided to amalgamate and streamline their training offerings. These three associations still exist within the bpf and are: the Psychoanalytic Psychotherapy Association (PPA); the British Jungian Analytic Association (BJAA); and the Independent Psychoanalytic Child and Adolescent Psychotherapy Association (IPCAPA).

Each of these three associations offer qualifying training in their specialism or psychotherapy tradition. The trainees and graduates of these trainings are members of the bpf, as are the graduates of the doctorate in psychoanalytic psychotherapy at the University of Exeter. In addition to the qualifying trainings, academic qualifications are offered by the bpf (see section 2.1 Training). bpf's training offering is being extended further via initiatives such as the newly developed Foundation course, with a focus on providing a career-long, start to finish journey for our trainees and members, and the new Psychodynamic Psychotherapy training.

In addition to training and membership (see section 2.2 Membership Services), the bpf offers low-cost psychotherapy to members of the public (see section 2.3 Clinical Services).

bpf's mission

bpf is a charity and its mission is to provide the public with access to psychotherapists who have undertaken rigorous, thorough, and academically excellent trainings and who are supported by a membership body that provides career-long, continuing professional development. The charity aims to educate the public about psychoanalytic theory and practice and have influence over social policy to increase access to intensive, psychoanalytically informed psychotherapy. It is working to increase accessibility to its trainings and membership, so that a wider range of the general public is represented in its membership. It is also striving to make its clinical services more widely available to the general public, geographically and economically.

bpf's public benefit

The objects of the **bpf** are for the public benefit; they aim to preserve 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.
- Increasing the public knowledge of therapies.
- Advancing therapies as a method of treatment.
- Advancing the practice of therapies as a profession.
- Providing easier and affordable access to psychotherapy treatment.

In planning the charity's activities, the trustees have had regard to the Charity Commission's guidance on public benefit.

2. REVIEW OF OPERATIONS

2.1 TRAINING

The qualifying training offered by the bpf in 2022-23 included:

- Adult intensive psychotherapy training (analytic) - work with clients 3 times per week
 - Psychoanalytic psychotherapy training (PPA)
 - Jungian analytic training (BJAA)
- Adult psychodynamic psychotherapy training – work with clients once or twice per week
 - Jungian psychotherapy training (BJAA)
- Child & adolescent psychotherapy training
 - Doctorate in Child & Adolescent Psychotherapy – IPCAPA collaboration with University College London (UCL) and the Anna Freud Centre (AFC)

In addition, bpf continued to provide professional accreditation of Exeter University’s Doctor of Psychodynamic/Psychoanalytic Psychotherapy Clinical Practice (DPPClinPrac) and continued to deliver the MSc in Psychoanalytic Understanding of Human Development, run in partnership with Birkbeck University.

Short courses delivered in 2022-23 included the Infant Observation course, and Psychotherapy Today (an introduction to psychoanalytic and Jungian ideas), as well as several analytically oriented reading groups.

In January 2023, bpf launched a pilot of a newly developed Foundation course with a focus on providing a career-long, start to finish journey for its trainees and members; a first full cohort will commence this course in September 2023.

2.1.1 Student/Trainee numbers

Number of trainees enrolled on bpf courses/trainings 2022-23 academic year

Course/Training	Yr 1	Yr 2	Yr 3	Yr 4
MSc / PG Dip Psychoanalytic Understanding of Human Development (bpf and Birkbeck) (<i>numbers at end Dec 22</i>)	26	16	n/a	n/a
IPCAPA Doctorate in Child & Adolescent Psychoanalytic Psychotherapy (in conjunction with Anna Freud Centre/UCL)	20	13	16	9
BJAA Jungian Analytic training	5	0	1	0
PPA Psychoanalytic Psychotherapy training	4	4	6	4

2.1.2 Fees and Funding

Course/Training	Funding source
MSc / PG Dip Psychoanalytic Understanding of Human Development (bpf and Birkbeck)	Most self-funded with or without help of Government loan; some HEE bursaries available, potential for employing NHS trust to fund
IPCAPA Doctorate in Child & Adolescent Psychoanalytic Psychotherapy (in conjunction with Anna Freud Centre/UCL)	HEE funded where student based in E&W.
BJAA Jungian Analytic training (intensive)	Self-funded
PPA Psychoanalytic Psychotherapy training (intensive)	Most self-funded; potential for employing NHS trust to fund

Bursaries: bpf provides some financial aid to students/trainees through its bursaries scheme. This scheme aims to increase the demographic diversity of bpf's student/trainee cohort by helping those who experience greater barriers to accessing bpf's training. This includes the financially disadvantaged, BAME students/trainees and those who are resident outside London. Funding for the bursaries is provided by Health Education England (HEE). bpf made a total of £120,233 in bursary payments in 2022-23.

2.2.3 Student/Trainee retention

Course/Training	Number of students/trainees not retained in 2022-23
MSc	10 from Year 1 & 1 from Year 2 (as at end Dec 2022)
IPCAPA	2
BJAA Intensive	0
PPA Intensive	1 (plus one interrupting studies)

2.2.4 Individual trainings / course reports

A: Foundation course

The bpf Foundation Course is a new course that was piloted in January 2023. It has been designed for those at the very beginning of their journey to become a qualified psychotherapist. Built with flexibility in mind, this training is delivered through a combination of in-person and online teaching that is perfectly suited to those looking to change careers. During this programme, trainees gain an in-depth understanding of psychoanalytic and Jungian theory. Unlike other psychotherapy foundation programmes, *the bpf Foundation Course* contains a supervised clinical placement and taught clinical module. Students that successfully complete the Foundation Course will have all of the theoretical and clinical experience needed for the *bpf's* qualifying courses, or other clinical trainings in psychodynamic, Jungian and psychoanalytic practice taught elsewhere.

Following the pilot which had an intake of 16 students, the course will be rolled out in September 2023 with an anticipated intake of 60 students. The course is currently self-funded.

B: MSc/PG Dip

The MSc is a pre-clinical course providing preparation for training as a child and adolescent psychotherapist, psychoanalytic psychotherapist, or Jungian analyst, as well as personal and professional development for those working in social care, counselling, social services, primary care, mental health, and education, or as exploration for a career change to therapeutic work or psychotherapy. Thirty in person places were available on the course for the academic year 2022-23, with an additional six distance learning places.

Number of students still enrolled at the end of the Autumn term of 2022-23 academic year

Year 1	26
Year 2	16

Theoretical stream chosen by the 2022-23 year 1 and 2 cohorts (as at May 2023)

Jungian	20
Psychoanalytic	22

Characteristics of 2022-23 year 1 and 2 cohorts (as at May 2023)

Distance learners	6	12%
Resident outside London	14	34%

Men	6	15%
Ethnic minority	12	29%

Delivery partner

The MSc is delivered in conjunction with Birkbeck University London. In 2022-23, there was an agreement between bpf and Birkbeck for bpf to host hybrid teaching.

Funding/Financial support

Most students are self-funded, with or without a government loan for PG studies. HEE (NHSE) has made some bursaries available for prospective MSc students planning to complete the MSc as part of the preclinical requirements for the [child & adolescent psychotherapy training](#) offered by IPCAPA. As part of the same wider initiative, students working in the NHS can, in some cases, be funded by their NHS trust.

For the 2022-23 academic year, one Year 2 student was/is funded by their NHS trust; this number is likely to grow in 2023-24. Ten Year 1 and two Year 2 students were granted an HEE (NHSE) bursary; some of the Year 1 students were granted their bursary before starting on the course.

Staffing

The MSc relies mainly on 20+ academics - IPCAPA and the BJAA graduates, to teach theory and supervise the students' dissertations. In addition, it uses the expertise of nine Infant Observation seminar leaders (who are either IPCAPA or Tavistock trained Child and Adolescent psychotherapists), and four work discussion seminar leaders.

Teaching online and teaching hybrid cohort seminars has been a learning curve for the course as a whole, and particularly for the infant observation seminar leaders. Ongoing conversations have taken place within the MSc to support seminar leaders.

Student experience

Overall feedback from the MSc students has been positive in 2022-23. The distance learning program has been very much appreciated by those currently enrolled who would not have been able to enroll on a preclinical course otherwise; it attracts students from the North of England, Scotland, Wales, and wider afield. The collection of students' feedback is being changed and will provide enhanced data for the 2023-24 academic year.

Student retention

Ten Year 1 students and one Year 2 had left the course by the end of the first term of the 2022-23 academic year. Attrition in the first term of the MSc is expected and usual. First year students can change their minds within 2 weeks of starting on the course without being liable for fees. Other common reasons for leaving the course include adoption and pregnancies, family illness, and a change in work circumstances. Pastoral care is in place at the bpf and Birkbeck to help students with any issues that arise for them during the course.

Student achievement

22 students completed the MSc in July 2022.

Future plans / developments

The online section of the course is working well and is attracting a lot of interest. bpf is aiming to recruit ten Year 1 online students for September 2023, which is an increase of four more than in September 2022. Feedback from the current cohort of distance learners has been used to improve the delivery and the overall online experience on the course.

C: IPCAPA's Doctorate in Child and Adolescent Psychotherapy

Since 2014, IPCAPA, at the British Psychotherapy Foundation (bpf), and the Anna Freud Centre/UCL, have collaborated to provide the Doctorate in Child and Adolescent Psychotherapy. This four-year full-time programme leads to the award of DPsych and professional membership of the Association of Child Psychotherapists (ACP) as well as the bpf.

Trainee numbers

The number of new trainees commencing the Doctorate in Child & Adolescent Psychoanalytic Psychotherapy with bpf each year has grown from nine in 2019 to twenty in 2022, with an expected recruitment of circa twenty for 2023.

Funding/Financial support

Trainees based in England and Wales have their tuition fees funded by Health Education England (HEE). There is also a bpf bursaries scheme to provide further financial aid, although there is currently a high number of applicants due to the 'cost of living' crisis.

Staffing

bpf resource supporting the course includes a Clinical Services Director, Business Manager, Training Coordinator, Pre-Clinical Training Coordinator, four Senior Tutors, five Progress Advisors per year group, Visiting Teaching staff, and additional administrative support.

Delivery partners

The bpf team work closely with the Anna Freud Centre (AFC) who manage the research element of the doctorate. The core team meets with the AFC monthly to discuss trainee issues and work together on the timetable, handbook, interruptions, etc., as well as to ensure trainees feel that they are on one cohesive training. The Doctorate is awarded by University College London (UCL).

Re-accreditation

The Clinical Director led the training to successfully pass a re-accreditation with the Association of Child Psychotherapists (ACP) in 2022. Excellent feedback about the training was received and the training passed with no conditions.

Trainee experience

Most of IPCAPA's trainees work in NHS trusts – working three days a week over four days to enable them to fit in their analysis and their travel to placements. A small number of trainees are also based in charities that employ child psychotherapists. IPCAPA is keen to diversify placements and host more trainees in a range of different placements going forwards.

Detailed feedback is obtained from students, using Mentimeter, at the start and end of term, as well as via a termly meeting with staff and student representatives from each year group. Collecting feedback at several points each term enables the team to make improvements within a term. Each year group also meets with their year tutor at the beginning and end of each term for a feedback/reflective space. It is another opportunity for trainees to share their experience of the training and raise any issues.

Trainee retention

IPCAPA had a low attrition rate in 2022/23 – two trainees. The Director and the team are considering how they can support trainees further, where retention issues arise, to continue with their training where this is possible.

Trainee progression and achievement

In 2022, 100% of the final year trainees qualified, and all began working as Child Psychotherapists in the NHS. One trainee also began teaching on the BPF and Birkbeck MSC course. All the trainees, across all the year cohorts, except for the two trainees who left the training in 2022-23, are expected to carry on to

the next year of the training in September 2023, or to graduate in July 2023 and secure work as child psychotherapists.

Future plans / developments

- **Jungian pathway:** IPCAPA continue to work closely with BJAA to offer the Jungian pathway for child trainees. A comprehensive package has been developed which includes a ‘foundation year’ for those on the child training who opt for the Jungian stream. Now child trainees on the Jungian pathway attend a day of Jungian training every month. Following the ‘foundation year’, instead of going to weekly seminars, they will attend sets of workshops run by BJAA to keep up the link with the Jungians.
- **Training for intensive case supervisors:** As IPCAPA trainee numbers have increased, there is a need to increase the number of intensive case supervisors. IPCAPA have successfully obtained a grant from the Winnicott Trust to help cover some of the costs of planning and delivering supervisor training. The course will begin in June 2023 and has an intake of 20.
- **Increasing trainee intake:** IPCAPA aim to fulfill the request from HEE to move to an intake of 25 trainees per year group from 2024 onwards. From September 2023, it will be making changes to the delivery of the training, including having 2 weeks in person teaching and 2 weeks remote teaching per month. It is hoped that this will reduce travel time and costs for trainees, encourage more people based outside of London to apply, and enable IPCAPA to host more students without requiring additional facilities.
- **Diversification of income stream/funding:** IPCAPA is seeking to diversify its income stream, so it is not solely reliant on one funder. There is an intention to develop a fundraising strategy and investigate organisations who may be interested in child psychotherapy and are able to offer grants. IPCAPA is also seeking to develop additional bursaries to support trainees from disadvantaged backgrounds to access the training.
- **Enhancement of recruitment strategy:** IPCAPA seeks to enhance its recruitment strategy through use of videos and social media (e.g. Linked In, Instagram) as ways to promote child psychotherapy and encourage more people from a range of backgrounds to consider it as a career. IPCAPA is keen to work with colleagues at the BPF to promote the profession.

D: PPA Psychoanalytic psychotherapy training

This training is accredited by the [British Psychoanalytic Council](#). Once qualified, members are eligible for registration with the British Psychoanalytic Council which is regulated by the Professional Standards Authority. On completion of the training, members are equipped to work intensively.

Trainee numbers

PPA’s training is advertised on bpf’s website, as well as being featured on FindAMasters.com, and promoted via a bpf open day. Recruitment numbers over the last four years have been as follows:

Year	Jan 2023 entry	Jan 2022 entry	Jan 2021 entry	Jan 2020 entry
Number of trainees	4	4	6	4

Funding

The majority of trainees are self-funded. In addition to the training fees, costs include the funding of three times a week personal therapy, supervision costs once the trainees start seeing training patients, and an annual bpf membership fee.

Staffing

PPA training is currently staffed with one employed part-time training coordinator, and one employed part-time office manager.

The course is run and overseen by a Training Committee, comprising approximately 13 members, all working voluntarily and drawn from the PPA membership. The course has 3 subcommittees: Selection, Curriculum and Training Therapists/Analysts.

All trainees are allocated a tutor at the start of their training. Tutors are all members of the Training Committee. The tutor supports the trainee for the duration of the training, meeting with them on at least a termly basis, and regularly reviewing their progress and needs. Tutors are remunerated for the regular meetings and ongoing support they provide to the trainees.

The Curriculum subcommittee meets regularly to review and update the four-year programme of theory and clinical seminars, identifying any need to alter or add to the programme. They also recruit seminar leaders for all seminars. Seminars are led by independent psychoanalytic practitioners, who are remunerated per seminar. This includes preparation and delivery of the seminar, and provision of feedback on the trainees. Seminars take place for three terms of ten weeks, and for two Saturdays per term.

It is intended to run all seminars in person from the autumn term 2023, providing online access for those trainees who, usually for reasons of distance and travel, find it too difficult to attend in person.

Trainee experience

Training takes place over the course of at least four years, with theory seminars being delivered as a platform year, and then three further programme years. Clinical seminars continue for trainees for as long as they need to complete all the components of the training.

2022 saw a revision of the curriculum for all four years of training. The curriculum is under regular review to ensure that it covers all key areas, and ensuring it meets the standards for providing training suitable for a modern diverse society.

Trainees need to be engaged in one-to-one psychodynamic therapeutic work with adults during the first pre-clinical year of the training, to gain experience in clinical work, and learn to think psychodynamically, so that they can participate fully in the clinical seminars. Many trainees continue their psychodynamic placements well beyond their first year to extend their experience of clinical work.

Feedback is regularly sought from trainees, both written (in response to intermittent surveys about the experience of specific seminar modules), and verbally at termly in person plenary sessions (with both trainees and Training Committee members in attendance).

Trainee retention

Across all the Year cohorts, one student interrupted their studies due to medical issues, and one dropped out of the training to return to their home country, during 2022-23.

Future plans / developments

Trainee feedback received in the March 2023 plenary is being actioned. This asked for more of a relationship with the training committee and more communication with the office.

E: BJAA Jungian Analyst training

The British Jungian Analytic Association (BJAA) offers a four-year training programme and modified entry scheme (MES) based in London. The training leads to qualification as a Jungian Analyst and to registration with the British Psychoanalytic Council (BPC), together with membership of the BJAA, the British Psychotherapy Foundation and the International Association for Analytical Psychology (IAAP). In addition, the BJAA have recently introduced a new training: Jungian psychotherapy training, which runs alongside the Jungian Analytic Training and leads to qualification as a Jungian Psychotherapist.

Number of new analytic trainees

Sept 2022 entry	Sept 2021 entry	Sept 2020 entry	Sept 2019 entry
5*	0	1	0

**plus 3 Jungian Psychotherapy trainees in 2022*

Total number of trainees

There are currently eight trainees in total across all the cohorts.

Student diversity

There is a current lack of ethnic diversity in the BJAA analytic training cohort. The training is London centric although some of the trainees live elsewhere in the South of England and either travel to seminars or engage with some remote learning aspects of the training.

Funding

The trainees are self-funded.

Staffing

BJAA's training is currently supported with a training coordinator and office manager, as well as several seminar leaders who are independent contractors.

Trainee experience

Teaching is delivered in person with bi-weekly clinical seminars and monthly theory seminars. A psychiatric placement is an essential component to the training and there is now a clinical placements coordinator working for the BPF to develop links with other organisations (NHS and Third Sector) to enhance opportunities for clinical placements.

Trainee retention, progression, and achievement

There have been no cases of trainee drop-out since 2019. Progression to the next year of training has been 100% across all the cohorts, and there has been a qualifying rate of 100%. The majority of trainees who qualify will go on to develop their own private practice but may also develop or further their interests in writing and potentially have their work published in psychotherapy journals.

Future plans / developments

It is hoped that the new Jungian psychotherapy course, which had 3 trainees in 2022, will increase access to psychotherapy training through its less intensive requirement to work with clients once a week, rather than three times a week as required with the Jungian Analyst training.

2.2 MEMBERSHIP SERVICES

Eligibility for bpf membership

There are a number of categories of bpf membership – see fees table below. Essentially, membership is open to all who have become professionally qualified through a *bpf* education/training programme (or a comparable/validated other training) and to individuals who are in the process of currently completing one of *bpf*'s programmes. In addition, a number of new categories of membership have been planned for 2023-24 – see future plans section.

Membership offer/benefits

bpf members have access to the following benefits:

- Members-only CPD events
- Networking opportunities within the bpf
- Discounts on certain training courses
- A profile on bpf's public psychotherapy directory and potential referrals from bpf's Clinical Services department.
- Professional support and safeguarding advice.
- Paid teaching/supervision opportunities.
- A subscription to the British Journal of Psychotherapy, PEP web and other psychotherapy journals.

Membership numbers in 2022-23

Number and % of members retained at the renewal point of 1 April 2022	504 92%
Number and % of members lost at 1 April 2022 renewal point	44 8%
Number of new members joining within 2022-23	40
Total number of members in 2022-23	544

Geographical distribution of 2022-23 membership (including members who are current trainees)

Greater London	368	68%
South- East England	62	12%
East of England	41	8%
South-West England	41	8%
Other Area in the UK	18	3%
International	8	1%
Unknown	6	
Total	538	100%

Membership categories and respective fees for 2022-23

Full member	£	541
Pre-retirement	£	300
Retirement	£	135
Trainee	£	135
Foundation membership	£	95
PIP society	£	250
Couple	£	250

General bpf Member	£	250
BPA	£	250
IPCAPA	£	250
Full Member + IAAP	£	761
Hardship Trainee	£	75
Maternity	£	75
Honorary	£	-
Honorary non-voting	£	-

Engagement and take-up of membership offer

A membership survey was disseminated in June 2023 which should shed light on which aspects of the membership offers, members particularly value. It will provide a level of satisfaction benchmark that can be improved upon going forwards and will inform how bpf proceeds with redesigning its membership offer, with the aim of improving retention at the 1 April 2024 renewal point.

Future plans / developments

To attract new members, there will be a major focus on creating more accessible training paths which can lead to bpf membership. For example, a new Foundation Course membership is being launched in September 2023, which will increase the number of trainee memberships. bpf also plans to launch a new bpf Psychodynamic course, which will provide an accessible route to qualification and lead to full membership with the bpf.

A bpf general membership has been created for 2023-24 (£250) which is cheaper than the current full membership (£541). The members of this category of membership will not be part of an association within the bpf, as full members are; they will, however, still have access to the majority of the member benefits. The general membership will be open to all BPC registered psychotherapists.

A new website/members area is to be launched in 2023-24, which should improve the user experience and engagement of our members.

There is a need to manage the risk related to bpf's ageing member population. This is being mitigated by developing courses that appeal to a younger audience (for example, the Foundation Course and the planned bpf Psychodynamic training), and which will lead to membership with the bpf at a cheaper cost: £250. bpf is also opening its doors to any BPC registered psychotherapist that wishes to join as a general member, removing some of the barriers to entry that previously existed.

2.3 CLINICAL SERVICES

About the service

Clinical Services at the bpf provides information and assessment for those members of the public enquiring about psychotherapy. Where appropriate, referrals are made to bpf members and trainees, as well as signposting of potential patients to other services.

Clinical service activity in 2022-23

	TOTAL NUMBER 2022-23	AVERAGE PER MONTH
Enquiries	557	46
Assessments	59	5
Referrals to bpf members	48	4
Referrals to trainees	15	1

Fees policy

Low fee service: Subject to availability, this service offers an opportunity for the public to access intensive psychotherapy at a low fee. The treatment is provided by experienced trainees who are undertaking an advanced training in psychotherapy. The service takes into account the patient's particular financial circumstances with the **fee ranging from £10 to £25 per session**. The service is crucial for both the BJAA, PPA and Exeter trainings as it helps to support and provide training patients to trainees.

Mid fee service: Subject to availability, this service is three times weekly and is offered by qualified members of the bpf. It provides mid fee Intensive Psychoanalytic Psychotherapy or Jungian Analysis. The fee charged ranges from £25 to £45 per session and is subject to the patient's financial circumstances.

Support is Key: This initiative was developed in April 2020 to provide free psychotherapy for key workers in the pandemic. Nearly a 100 bpf therapists offered to donate up to 6 free online sessions to Key Workers - intensive care nurses, doctors, teachers, social workers, and those who work with the homeless.

Staffing

The Clinical Services team consists of the Clinical Services Director, Clinical Services Administrator, a team of circa fifty Assessors, and the low fee service organisers.

Assessment Skills Training:

Clinical Services have coordinated and facilitated an annual Assessment Skills Training for bpf members who are interested in this area of work and who may be interested in joining the team of assessors that support the work of Clinical Services. Clinical Services have arranged regular Assessors' meetings usually on a termly basis where there is an opportunity to present an assessment consultation and discuss changing clinical thinking as well as develop a greater network of colleagues. Clinical Services have recently developed links with the trauma unit at the Tavistock Hospital and members of that team kindly presented some of their clinical work in 2022-23.

Ethics and Professional Standards Committee

The Ethics and Professional Standards Committee at the bpf has enhanced the work of Clinical Services, giving invaluable support, guidance, and a time to consider pre-complaint, ethical and professional standard issues.

Future plans

We are looking at ways we can further develop the Services we offer to the public, particularly expanding both our low and mid-fee intensive psychotherapy schemes (3xweekly) and offering low fee once weekly psychotherapy.

2.4 CORPORATE SERVICES

A: GOVERNANCE

Governance code for small charities

Good governance is fundamental to the bpf's success. It enables and supports its compliance with the law and relevant regulations, and it also promotes a culture in which all the organisation's activity and people are working towards fulfilling the bpf's vision. During 2022-23, the governance arrangements of the bpf have been strengthened to bring the Charity into line with the [governance code](#) for small charities.

The first steps in strengthening the bpf's governance arrangements took place on June 2022 with the proposal from the Chief Executive to re-organise the leadership and management restructuring of aspects of the administrative function of the organisation. Subsequently on the 25 October 2022 the Board of Trustees approved the proposal from the Director of Corporate Services to strengthen the governance arrangements with the creation of Senior Management Team, Audit & Risk Committee, and the strengthening of the Board. The proposals included the implementation of measures to fulfil legal and regulatory obligations more effectively, the introduction of a Scheme of Delegation in relation to approval of expenditure, and first steps in the development of a longer-term strategic plan,

Ongoing implementation and review of the new governance arrangements has continued throughout 2022-23. Key policy gaps have been addressed and existing policies reviewed and updated. Mandatory online training has been rolled out to staff on key topics such as health and safety and data protection.

Board of Trustees

Trustees are appointed in line with bpf's Articles of Association. The Trustees are also Directors of the organisation in line with the Companies Act 2006 and are registered at Companies House as Directors. They are jointly and severally responsible for the overall control and strategic direction of the bpf. As of March 2023, there were five members of the Board. A further three new (lay) members are in the process of being recruited.

Work has taken place throughout 2022-23 to strengthen the effectiveness of bpf's Board of Trustees. This has included:

- Reviewing and updating the Board of Trustees' Terms of Reference
- Provision of training to trustees about their trustee duties and responsibilities, and the governance code for small charities
- Facilitating confidential access to Board papers via bpf's SharePoint site
- Implementation of an annual programme for the Board
- Design of new induction pack to Board members to support them to discharge their duties fully.

Audit and Risk Committee

In October 2022, the Board of Trustees approved the establishment of an Audit & Risk Committee [ARC] to support the Board in discharging its statutory duties. Recruitment has been undertaken in 2022-23 to recruit non-executive lay people with specialists' skills and knowledge to be members of the Committee. Three candidates have been successfully recruited, with a further three members currently being sought. The chair of ARC will be a Trustee who will provide regular updates and assurance to the Board on the delivery of the agreed program of ARC, which will focus on financial management & budgetary control, internal and external audit, and risk management. Its inaugural meeting is taking place in June 2023.

Transparency

Work has been taking place in 2022-23 on the development of a new bpf website which will be launched in September 2023. It will include a corporate governance page which will ensure that the key corporate documents, policies, and information are published and easily accessible.

B: MAINTENANCE OF PREMISES, HEALTH & SAFETY AND CAPACITY

Maintenance

During 2022-23, there have been several improvements and repairs carried out to bpf's building at Mapesbury road. Going forward, there are fundraising plans to upgrade the library and relocate it downstairs.

Health and Safety

Worknest were appointed in July 2022 to act as the organisation prescribed person in relation to Health and Safety in the workplace. A health and safety audit took place with key recommendations from the audit implemented. Online health and safety training has been provided to staff, together with in person training re the fire procedures, and first aid training.

Capacity of premises and fitness for purpose

Following on from the easing of COVID-19 restrictions, there has been a gradual increase over 2022-23 in the number of staff and trainees returning to Mapesbury Road. There are some capacity restrictions in accommodating staff and trainees at particular times. This is partly due to the growth in staff numbers over the last year. Up to now, the capacity restrictions have been managed by freeing up space in some rooms, as well as the ability of staff to be able to work from home due to IT enhancements, including use of the Cloud and provision of laptops. Consideration will need to be given to capacity going forward, dependant on the take up of bpf's training offer, the new areas of training being delivered, and the actual days training is being delivered.

C: IT AND DATA HANDLING

The Wi-Fi to Mapesbury Road has been improved and guest Wi-Fi set up for visitors. The telephone system has changed over to Microsoft Teams so that calls can be answered remotely. Presentation screens and associated equipment have also been upgraded to facilitate hybrid training sessions.

The IT provision is managed by an outsourced IT provision, Qlic-It Limited. The organisation uses two factor authentication for staff and Board members to access our IT.

Due to the size of the organisation, we do not have a data controller. Plans are being put in place to procure these services to review our records management. A policy register had been developed with a number of key policies written and many more underway at the time of reporting.

D: STAFFING AND HR DEVELOPMENTS

Staffing

To strengthen bpf's ability to deliver on its mission, new strategy and business plan, there has been a recruitment drive in 2022-23 to ensure that key and required resource is in place, across corporate, membership, clinical and training services. Accordingly, between December 2022 and May 2023, seventeen new staff members have been recruited, on mainly part-time contracts, which includes the replacement of three leavers who left in 2022-23. The current position is that bpf has an employee headcount of 24 and an FTE equivalent of 16 staff.

HR developments

The Employee Handbook has been reviewed in 2022-23 and signed off by bpf's legal adviser as being compliant with current employment law legislation.

HR records are currently held electronically on SharePoint. The bpf is exploring the possibility of migrating these to YouManage or MoorePay to adopt a slicker system of record keeping and retention in line with GDPR.

All staff, consultants and trustees have been (or are in the process of being) DBS checked. This is a pre-employment requirement.

From December 2022, all existing staff were issued with new contracts of employment to ensure that the bpf is fully compliant with all new employment legislation.

Going forward into 2023-24, as the urgency of the recruitment drive slows down, the process for recruitment of staff will be improved through the utilisation of more advance planning so that everybody involved in recruiting for a particular role can be effectively consulted and involved, and the different stages of the recruitment process can be completed in a timely and efficient manner.

E: EQUALITY, INCLUSION AND DIVERSITY

At the end of 2022-23, in March, the bpf started working with the National Centre for Diversity (NCD) to advance and embed the principles of Fairness, Respect, Equality, Diversity, Inclusion, Engagement (FREDIE) within the organisation. A draft action plan was produced in April 2023 which will be shared with bpf staff once it has been finalised.

3. REVIEW OF FINANCIAL PERFORMANCE

Total incoming resources were reported for 2022/23 at £1,373,917 (2021/22: £1,240,590). The increase in incoming resources has been buoyed by the continued growth of the qualifying training, namely IPCAPA. Elsewhere, the new Foundation course launched in January 2023 that forms part of the Pre-training pathway has proved very successful. The Foundation course provides a pathway into the qualifying training for those considering a career in psychotherapy. MSc course that forms part of Pre-training reported income less than the prior year due to high attrition rate. Income from membership fees has decreased from the prior year. This follows trend that has seen the income from membership half since 2015. Income from charitable activities was £1,201,517 (2021/22 £1,073,607), due to increase trainee numbers for IPCAPA together with the introduction of the Jungian once weekly training and the Foundation course.

Total expenditure reported at £1,737,099 (2021/22: £1,247,385) exceeded income resulting in a net operational loss of (£363,182) (2021/22: net operational loss £6,795). This was because of the Board of Trustees approving series of plans to increase the staffing to build capacity and income growth. There was also significant investment in digital with a new website, new finance systems to strengthen the control environment and the purchase of IT to support hybrid training. Elsewhere investment in essential repairs to the building to with Health and Safety legislation.

Expenditure from Charitable activities reported at £1,737,099 (2021/22: £1,138,477) resulting in an unrestricted loss of £361,162 (2021/22: £6,795).

Restricted expenditure

Net restricted expenditure £2,020 (2021/22: net expenditure £2,408) included a grant from Health Education England of £69,500 and donations of £48,703 legacy donation to be spent in 2022/23.

Investments

Income from investments were down on prior year reported at £54,117 (2021/22 £59,680). The board of Trustees on advice from Sarasin PLC took the decision to dispose of the medium-term portfolio due to the global economic crisis and the poor performance of the medium-term portfolio generally. The Board reinvested the proceeds from the sale into the long-term portfolio. Unrealised losses on investments were reported at £132,850. (2021/22 gain £41,157). During the year the sale of COIF units took place in the sum of £400,000 to fund the investment strategy for growth.

Net expenditure reported at £496,032 (2021/21 – Net income £34,362).

Total reserves were reported at £3,669,901 on 31 March 2023, of which £273,368 is held as restricted funds (2021/22: £275,388) and £1,753,333 as designated (2020/21): £1,780,000). Designated funds consist of a legal fund of £20,000 and a property fund of £1,733,333 which is equal to the book value of the freehold property after depreciation. Unrestricted funds amounted to £1,643,200 on 31 March 2023 (2021/22: £2,110,545).

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 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 £483,000 to £967,000 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 2023 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.

4. PRINCIPAL RISKS AND UNCERTAINTIES

The Trustees of bpf have ultimate responsibility for ensuring risk is managed satisfactorily within the organisation. In 2022-23, bpf’s risk management policy and processes were reviewed and updated, and a new central risk register was drafted.

Further work has been taking place within the first half of 2023 to train staff on risk management and embed the new risk management processes. A risk update is provided monthly to the Senior Management team, and quarterly to Audit & Risk Committee. As well as an update on the key central/strategic risks, any operational or programme level risk with a residual score of high or more is escalated to SMT to consider in terms of adequacy of the mitigating controls, actions, and oversight.

The principal risks that bpf must continuously address are those that affect the long-term ability:

- to maintain and develop bpf’s training activities, membership, and clinical services,
- to attract the best staff and students,
- to maintain and enhance its physical facilities and IT infrastructure.

There are always uncertainties regarding the future external environment within which bpf operates, most notably government policy and funding for education and training.

bpf’s principal risks were heightened in 2022-23 by the cost-of-living crisis, following on from the impact of COVID-19 in 2020, and the Russian invasion of Ukraine.

The table below show the principal risks being managed by bpf at the end of 2022-23 and provides a summary of the mitigating action and controls in place to manage them.

Principal risks	Summary of key mitigating controls and actions
Financial position: Insufficient income and reserves to achieve strategic objectives and maintain operations	<ul style="list-style-type: none"> • Deficit reduction plan developed which focuses on income growth, primarily through increase in trainee numbers • Internal auditors to be appointed and internal audit planned for key business areas
Delivery of Business plan: Failure to deliver objectives in one year business plan and three-year strategic plan	<ul style="list-style-type: none"> • Planning, performance, and risk management framework developed and processes in place for regular reporting to SMT and ARC • Key growth initiatives being fully scoped and project plans drafted • External audit to be carried out
Governance: Non-compliance with regulatory requirements or failure bpf governance	<ul style="list-style-type: none"> • Succession planning for key roles • Trustee training • Regularly reviewed policy register • Development disaster recovery plan
IT and data security: IT infrastructure not fit for purpose, cyber security, and data breach risks	<ul style="list-style-type: none"> • Staff training in cyber security, data protection, remote working • Full set of implemented IT policies • Oversight of third-party IT providers • Penetration testing to be carried out
Building: Mapesbury road not fit for purpose, non-compliance with regulatory requirements	<ul style="list-style-type: none"> • Implementation of action plan to address issues in 2022 inspection report • Development lone working policy and review of door entry access • Health and Safety policy and training for all staff • Ongoing review of capacity issues and potential solutions
Staffing: Failure of leadership, inability to recruit, retain and develop staff effectively,	<ul style="list-style-type: none"> • Recruitment of key growth roles and more diverse trustees • Succession planning

organisational culture hinders pursuit of strategic objectives	<ul style="list-style-type: none"> • Core training for all staff on key topics • 360 appraisal of SMT
Safeguarding: Failure to safeguard children and vulnerable adults	<ul style="list-style-type: none"> • Implementation safeguarding, data protection, whistleblowing, bullying and harassment policies • Staff training • Harmonisation of bpf safeguarding policy with Psychotherapists' Professional Code of Ethics
Reputation: Occurrence of incidents or events that damage bpf's reputation	<ul style="list-style-type: none"> • Regular monitoring and reporting to SMT on bpf risks • Trustee training • Communication and crisis management strategies to be developed • Whistleblowing policy • Codes of conduct for staff, trainees, and members • Environmental and social responsibility policy to be developed

5. PLANS FOR FUTURE

bpf has a three-year strategy in place for the period 2023-26; this strategy is being delivered via a succession of one year business plans. bpf's key strategic objectives are:

Strategic objective	How
1. Providing an ambitious offer for bpf Members	<ul style="list-style-type: none"> • Increased professional standards support • Greater CPD offer – online and in person • Regional networking events • Discounts from partners – e.g. indemnity insurance
2. Continuously developing and improving bpf's training offer	<ul style="list-style-type: none"> • Creation of life-long learning and progression model • Launch of new Foundation course • Continued growth of MSc via in person and online cohorts • Development of less intensive once a week Trainings, in addition to traditional three times a week trainings • Offer of new post-qualification specialist courses – e.g. couples and parent-infant
3. Increasing access to clinical services	<ul style="list-style-type: none"> • Improving processes in place to match public enquiries and assessments with therapists • Exploration of potential for strategic partnerships with charities and statutory service providers, matched funding opportunities
4. Running and highly efficient and effective organisation	<ul style="list-style-type: none"> • Ensuring robust governance arrangements are in place, including creation of a new Audit and Risk Committee, diversification of Board, delivery of trustee training and annual programme of work • Strengthening of internal controls with creation of holistic set of new policies and procedures, including financial management, budgetary control, and risk management • Commitment to equality, diversity, and inclusion via adoption of Fairness, Respect, Equality, Diversity, Inclusion, Engagement, (FREDIE).

6. TRUSTEES RESPONSIBILITIES

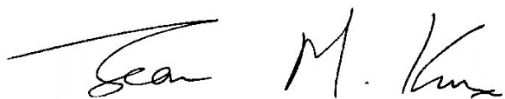
In preparing the financial statements the Trustees are required to:

- 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 board of directors on 25 September 2023 and signed on its behalf.



.....
Jean Knox, Chair of Board of Directors

**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 2023 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 2023 and of 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 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

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

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

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

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's 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)**

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.

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.

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

Auditor's responsibilities for the audit of the financial statements

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

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

- The charitable company is required to comply with both company law and charity law and based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charitable company complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures, and controls.
- The audit team, which is experienced in the audit of charities, considered the charitable company's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

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.

Knox Cropper LLP

3 October 2023

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 2023

	Note	Unrestricted £	Designated £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments:						
Donations and Legacies	2	80	-	118,203	118,283	107,303
Investment Income	3	54,117	-	-	54,117	59,680
Charitable Activities						
Membership		209,905	-	-	209,905	215,125
Training Fees	4	721,861	-	-	721,861	571,001
MSc Course & Pre-training Fees		213,586	-	-	213,586	234,561
Short Courses		18,756	-	-	18,756	25,581
Events		3,666	-	-	3,666	1,280
Publication Income		26,829	-	-	26,829	11,753
Clinic Access and Services		6,914	-	-	6,914	13,395
Other		-	-	-	-	911
Total Income		1,255,714	-	118,203	1,373,917	1,240,590
Expenditure:						
Charitable Activities						
Membership	5	210,028	-	-	210,028	125,660
Education						
Training Courses		1,030,343	-	120,223	1,150,566	776,777
MSc Course & Pre-training		270,278	-	-	270,278	228,205
Short Courses		17,357	-	-	17,357	27,208
Events		5,409	-	-	5,409	3,791
Clinical Access & Services		46,927	-	-	46,927	51,072
Publications		36,534	-	-	36,534	34,572
Total Expenditure		1,616,876	-	120,223	1,737,099	1,247,385
Net Income/Expenditure before gains/(losses)		(361,162)	-	(2,020)	(363,182)	(6,795)
Net Gains/ (Losses) on Investments		(132,850)	-	-	(132,850)	41,157
Net Income/(Expenditure)		(494,012)	-	(2,020)	(496,032)	34,362
Transfers between Funds		26,667	(26,667)	-	-	-
Net Movement in Funds		(467,345)	(26,667)	(2,020)	(496,032)	34,362
Total Funds Brought Forward		2,110,545	1,780,000	275,388	4,165,933	£4,131,571
Total Funds Carried Forward		£1,643,200	£1,753,333	£273,368	£3,669,901	£4,165,933

All income and expenditure drive from continuing activities.

The notes on pages 31 to 38 form part of these financial statements

BRITISH PSYCHOTHERAPY FOUNDATION


STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2023

	Note	2023		2022	
		£	£	£	£
FIXED ASSETS					
Intangible Assets	8		-		-
Tangible Fixed Assets	9		1,829,461		1,787,125
Investments	10		1,443,781		1,976,725
			<u>3,273,242</u>		<u>3,763,850</u>
CURRENT ASSETS					
Debtors	11	490,363		153,334	
Cash At Bank and In Hand		<u>351,732</u>		<u>516,204</u>	
		842,095		669,428	
CREDITORS:					
Amounts falling due within one year	12	<u>(445,436)</u>		<u>(267,345)</u>	
NET CURRENT ASSETS			396,659		402,083
TOTAL NET ASSETS			<u>£3,669,901</u>		<u>£4,165,933</u>
FUNDS					
	13				
Restricted			273,368		275,388
Designated			1,753,333		1,780,000
Unrestricted			1,643,200		2,110,545
TOTAL FUNDS			<u>£3,669,901</u>		<u>£4,165,933</u>

These financial statements were approved by the Board of Trustees on 25th September 2023 and were signed on its behalf by:



.....
Jean Knox
Director



.....
Steven Flower
Director

Registered Company No: 08238969
Registered Charity No: 1150806

The notes on pages 31 to 38 form part of these financial statements

BRITISH PSYCHOTHERAPY FOUNDATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Note	2023	2022
		£	£
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net Cash provided by (used in) Operating Activities	17	(459,431)	112,951
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investment Additions		(498,180)	-
Investment Disposal Proceeds		898,273	200,000
Purchase of Property, Plant and Equipment		(105,134)	(38,416)
Net Cash by (used in) Investing Activities		294,959	161,584
Change in Cash and Cash Equivalents in the Reporting Period		(164,472)	274,535
Cash and Cash Equivalents at the Beginning of the Reporting Period		516,204	241,669
CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD		£351,732	£516,204

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

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 £1,000 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	Library, books, films & equipment	15% reducing balance basis
Furniture & Fittings	20% straight line basis	Database and IT equipment	33% straight line basis
Office Equipment	33% straight line basis		

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

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.

2. GRANTS AND DONATIONS

	2023	2022
	£	£
Grants	69,500	83,000
Donations	48,703	23,500
Members and Other Donations	80	803
	<u>£118,283</u>	<u>£107,303</u>

3. INVESTMENT INCOME

Bank Interest	-	-
Dividends	54,117	59,680
	<u>£54,117</u>	<u>£59,680</u>

4. TRAINING FEES

IPCAPA Training	628,822	496,404
PPA Training	88,884	64,254
BJAA Training	11,040	10,343
Application for Training Therapists	-	-
Less Bad debt provision	(6,885)	-
	<u>£721,861</u>	<u>£571,001</u>

5. CHARITABLE ACTIVITIES

	-----2023-----				-----2022-----			
	Direct	Staff costs	Support	Total	Direct £	Staff costs £	Support £	Total £
Membership	71,769	33,018	105,241	210,028	32,259	18,363	75,038	125,660
Education								
Training								
Courses	511,570	280,292	358,704	1,150,566	486,706	133,554	156,517	776,777
MSc & pre- trainings	94,431	68,760	107,087	270,278	91,925	12,424	123,956	228,305
Short								
Courses	5,621	2,332	9,404	17,357	10,576	7,709	8,923	27,208
Events	3,571	-	1,838	5,409	3,344	-	447	3,791
	<u>686,962</u>	<u>384,402</u>	<u>582,274</u>	<u>1,653,638</u>	<u>624,810</u>	<u>172,050</u>	<u>364,881</u>	<u>1,161,741</u>
Clinical								
Access & Services	4,430	39,032	3,466	46,927	1,182	45,217	4,673	51,072
Publications	23,082	-	13,452	36,534	30,330	-	4,242	34,572
	<u>£714,474</u>	<u>£423,433</u>	<u>£599,192</u>	<u>£1,737,099</u>	<u>£656,322</u>	<u>£217,267</u>	<u>£373,796</u>	<u>£1,247,385</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 2023

6. SUPPORT COSTS

	Membership £	Training Courses £	MSc Course £	Short Courses £	Events £	Total 2023 £	Total 2022 £
Staff	60,766	178,431	53,268	4,678	914	298,057	113,196
Other Staff	10,148	29,796	8,896	781	153	49,774	115,483
Premises	36,777	107,990	32,239	2,831	553	180,390	64,136
Communications	2,916	8,562	2,556	224	44	14,302	-
Office	7,223	23,436	6,997	614	879	39,149	58,750
Governance	3,572	10,487	3,131	275	54	17,519	22,229
	<u>£121,402</u>	<u>358,703</u>	<u>£107,087</u>	<u>£9,403</u>	<u>£2,597</u>	<u>£599,192</u>	<u>£373,794</u>
Prior year							
	Membership £	Training Courses £	MSc Course £	Short Courses £	Events £	Total 2022 £	
Staff	25,249	60,445	24,684	2,684	134	113,196	
Other Staff	26,334	60,469	25,740	2,799	141	115,483	
Premises	14,306	34,251	13,983	1,520	76	64,136	
Office	13,104	31,374	12,809	1,393	70	58,750	
Governance	4,959	11,871	4,846	527	26	22,229	
	<u>£83,952</u>	<u>£198,410</u>	<u>£82,062</u>	<u>£8,923</u>	<u>£447</u>	<u>£373,794</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 £Nil (2021/22: Nil). A number of the Directors received fees in respect of professional services rendered as psychotherapists during the year amounting to £2,960 (2021/22: £16,364).

The staff costs of remaining staff were:

	2023	2022
	£	£
Wages and Salaries	625,960	312,779
Social Security Costs	66,227	26,706
Pension Costs	16,684	8,197
	<u>£708,871</u>	<u>£347,682</u>
	Nos.	Nos.
Full Time Staff Equivalent	<u>24</u>	<u>9</u>

Key management personnel for all or part of the year consisted of three individuals (2021/22: two). Total remuneration of key management personnel during the year amounted to £169,198 (2021/22: £129,172).

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

	2023	2022
	Nos.	Nos.
Between £60,000 and £70,000	<u>2</u>	<u>1</u>

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

8. INTANGIBLE ASSET

Publication Rights: British Journal of Psychotherapy	2023	2022
	£	£
Cost at 1st April 2022 and 31st March 2023	<u>10,000</u>	<u>10,000</u>
Accumulated amortization		
Brought forward as at 1 st April 2022	10,000	7,500
Charge for the year	<u>-</u>	<u>2,500</u>
Carried forward as at 31 st March 2023	<u>10,000</u>	<u>10,000</u>
Net Book Value		
At 31 st March 2023	<u>-</u>	<u>-</u>

9. TANGIBLE FIXED ASSETS

	Freehold Property	Office Equipment Furniture & Fittings	Library Books & Film Equipment	Total 2023	Total 2022
	£	£	£	£	£
Cost:					
At 1 st April	2,000,000	159,156	56,029	2,215,185	2,176,769
Additions	-	105,134	-	105,134	38,416
Disposals	-	-	-	-	-
At 31st March	<u>2,000,000</u>	<u>264,290</u>	<u>56,029</u>	<u>2,320,319</u>	<u>2,215,185</u>
Accumulated Depreciation					
At 1 st April	240,000	140,047	48,013	428,060	376,315
Charge for the period	26,667	33,832	2,298	62,797	51,745
Disposals					
At 31st March	<u>266,667</u>	<u>174,057</u>	<u>50,312</u>	<u>490,857</u>	<u>428,060</u>
Net Book Values					
At 31st March 2022	<u>£1,733,333</u>	<u>£90,233</u>	<u>£5,895</u>	<u>£1,829,462</u>	<u>£1,800,454</u>
At 31st March 2021	<u>£1,760,000</u>	<u>£19,110</u>	<u>£8,195</u>	<u>£1,787,125</u>	<u>£1,800,454</u>

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

10. INVESTMENTS

	2023	2022
	£	£
Quoted Investments		
Balance Brought Forward	1,976,725	2,135,568
Additions	498,181	-
Disposal Proceeds	(898,274)	(200,000)
Unrealised Gains/(Losses)	(132,850)	41,157
Market Value at 31 st March	<u>1,443,781</u>	<u>1,976,725</u>
Held at Year End:		
Sarasin Alpha CIF	1,220,561	1,335,632
CAF Balanced Growth Fund	67,857	67,609
COIF Charity Investment Fund – Accumulation Shares	154,082	572,204
Triodos Bank	1,281	1,281
	<u>£1,443,781</u>	<u>£1,976,725</u>

11. DEBTORS

	2023	2022
	£	£
Debtors	315,678	71,375
Trainee Loans	6,581	8,190
Other debtors	-	57,097
Payments in advance	168,104	16,672
	<u>£490,363</u>	<u>£153,304</u>

12. CREDITORS

	2023	2022
	£	£
Amounts Falling Due Within One Year		
Trade Creditors	27,439	33,004
Deferred Income	291,927	63,119
Accruals	101,332	159,863
PAYE and Staff Related	24,233	8,733
Jungian Archives	505	2,626
	<u>£445,436</u>	<u>£267,345</u>

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

13. FUNDS

	Balance B/F	Incoming Resources	Expend- iture	Investment Gains/ Losses	Transfers	Balance C/F
	£	£	£	£	£	£
Restricted Funds						
Trainee Loan Fund	14,545	-	-	-	(5,390)	9,155
Child Training	124,859	48,703	(84,033)	-	13,690	103,229
Premises Fund	37,099	-	-	-	-	37,099
Trainee Bursary Fund	12,063	-	-	-	-	12,063
Trainee Bursary Fund 2018	6,710	-	-	-	-	6,710
Trainee Bursary Fund 2019	20,000	-	-	-	-	20,000
Lionel Monteith Lecture Fund	5,268	-	-	-	-	5,268
Lincoln Legacy	25,616	-	-	-	(8,300)	17,316
Eileen Curtiz	1,700	-	-	-	-	1,700
Gyll Moore Fund	314	-	-	-	-	314
Teresa Hirsch Fund	3,214	-	-	-	-	3,214
HEE – Equality, Diversity & Inclusion Fund	24,000	69,500	(36,200)	-	-	57,300
	£275,388	£118,203	(£120,223)	£-	£-	£273,368
Designated Funds						
Property Fund	1,780,000	-	-	-	(26,667)	1,753,333
Legal Fees Fund	20,000	-	-	-	-	20,000
	£1,800,000	£-	£-	£-	(£26,667)	£1,773,333
Unrestricted Funds						
General Reserves	2,110,545	1,255,714	(1,616,876)	(132,850)	26,667	£1,643,200
Total Reserves	£4,165,933	£1,373,917	(£1,737,099)	(£132,850)	£-	£3,669,901

Prior year

Restricted Funds						
Trainee Loan Fund	24,370	-	(9,825)	-	-	14,545
Child Training	141,442	23,500	(40,083)	-	-	124,859
Premises Fund	37,099	-	-	-	-	37,099
Trainee Bursary Fund	12,063	-	-	-	-	12,063
Trainee Bursary Fund 2018	6,710	-	-	-	-	6,710
Trainee Bursary Fund 2019	20,000	-	-	-	-	20,000
Lionel Monteith Lecture Fund	5,268	-	-	-	-	5,268
Lincoln Legacy	25,616	-	-	-	-	25,616
Eileen Curtiz	1,700	-	-	-	-	1,700
Gyll Moore Fund	314	-	-	-	-	314
Teresa Hirsch Fund	3,214	-	-	-	-	3,214
HEE – Equality, Diversity & Inclusion Fund	-	83,000	(59,000)	-	-	24,000
	£277,796	£106,500	(£108,908)	£-	£-	£275,388
Designated Funds						
Property Fund	1,786,667	-	-	-	(26,667)	1,760,000
Legal Fees Fund	20,000	-	-	-	-	20,000
	£1,806,667	£-	£-	£-	(£26,667)	£1,806,667
Unrestricted Funds						
General Reserves	2,047,108	1,134,090	(1,138,477)	41,157	26,667	2,110,545
Total Reserves	£4,131,571	£1,240,590	(£1,247,385)	£41,157	£-	£4,165,933

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets	Investments	Net Current Assets	Total
	£	£	£	£
Restricted Funds	-	-	273,368	273,368
Designated Funds	1,733,333	-	20,000	1,753,333
Unrestricted Funds	96,128	1,443,781	103,291	1,643,200
	<u>£1,829,461</u>	<u>£1,443,781</u>	<u>£396,659</u>	<u>£3,669,901</u>
Prior year				
	Fixed Assets	Investments	Net Current Assets	Total
	£	£	£	£
Restricted Funds	-	-	275,388	275,388
Designated Funds	1,760,000	-	20,000	1,780,000
Unrestricted Funds	27,125	1,976,725	106,695	2,110,545
	<u>£1,787,125</u>	<u>£1,976,725</u>	<u>£402,083</u>	<u>£4,165,933</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

	2023	2022
	£	£
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)	(496,032)	34,362
Adjustments for:		
(Gain)/Loss on Investments	132,850	(41,157)
Depreciation charges	62,798	51,745
Amortisation charges	-	2,500
(Increase)/decrease in debtors	(329,175)	173,334
Increase/(decrease) in creditors	170,128	(107,833)
Net cash provided by (used in) operating activities	<u>(459,431)</u>	<u>£112,951</u>
Analysis of cash and cash equivalents		
Cash at bank	£351,732	516,204
Total cash and cash equivalent	<u>£351,732</u>	<u>£516,204</u>

BRITISH PSYCHOTHERAPY FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

18. RELATED PARTY TRANSACTIONS

There were no related party transactions in the year.

19. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted £	Designated £	Restricted £	Total 2022 £
Income and Endowments:				
Donations and Legacies	803	-	106,500	107,303
Investment Income	59,680	-	-	59,680
Charitable Activities				
Membership	215,125	-	-	215,125
Training Fees	571,001	-	-	571,001
MSc Course & Pre-training Fees	234,561	-	-	234,561
Short Courses	25,581	-	-	25,581
Events	1,280	-	-	1,280
Publication Income	11,753	-	-	11,753
Clinic Access and Services	13,395	-	-	13,395
Other	911	-	-	911
Total Income	1,134,090	-	106,500	1,240,590
Expenditure:				
Charitable Activities				
Membership	125,660	-	-	125,660
Education				
Training Courses	667,869	-	108,908	776,777
MSc Course & pre-trainings	228,305	-	-	228,305
Short Courses	27,208	-	-	27,208
Events	3,791	-	-	3,791
Publications	51,072	-	-	51,072
Clinical Access & Services	34,572	-	-	34,572
Total Expenditure	1,138,477	-	108,908	1,247,385
Net Income/Expenditure before gains/(losses)	(4,387)	-	(2,408)	(6,795)
Net Gains/(Losses) on Investments	41,157	-	-	41,157
	36,770	-	(2,408)	34,362
Net Income/(Expenditure)	(4,387)	-	(2,408)	(6,795)
Transfers between Funds	26,667	(26,667)		
Net Movement in Funds	63,437	(26,667)	(2,408)	34,362
Total Funds Brought Forward	2,047,108	1,806,667	277,796	4,131,571
Total Funds Carried Forward	£2,110,545	£1,780,000	£275,388	£4,165,933