

# Annual review and financial statements **2019 to 2020**

**British Association for  
Counselling and Psychotherapy**

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## Annual review and financial statements 2019 to 2020

The British Association for Counselling and Psychotherapy is the professional association for members of the counselling professions in the UK.

As well as presenting our Annual Review and Financial Statements, we've also taken this opportunity to outline some of our key achievements during 2019/20.

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# Welcome from the Chair



**This is my first annual review as Chair of the Association and it's also the first since the launch of our new strategy.**

This strategy has been inspired by what our members have told us they want from us – and how they believe we should work with them and for them. It's something that is very close to my heart. A desire to strengthen our membership focus is one of the reasons I first joined the Board and why, last year, I stepped up to the role of Chair.

We only launched the new strategy in December and so it's encouraging to see the progress already made detailed in this annual review. We have much more planned over the next three years to reinforce how we work on behalf of our members and how we promote the counselling professions to policy-makers and the public.

At the time of writing this introduction, we face unprecedented challenges as individuals, practitioners, professions and society. The coronavirus pandemic has impacted on all our lives in ways we could not have imagined a few months ago. My hope is that you and your families have remained safe and well, and that you've witnessed first-hand the work we've done as an Association, to protect the interests of members through these difficult times and to provide robust support and valuable direction where needed.

I truly believe that many of the goals we set ourselves with our new strategy – and the values that we work by as an Association – have been at the core of how we've responded to this challenge. I've seen how the counselling community has come together to support each other during this crisis, and it is something of which we can all be immensely proud.

**“I've seen how the counselling community has come together to support each other during this crisis, and it is something of which we can all be immensely proud.”**

I know we'll continue to face the consequences of this pandemic throughout 2020/21. As an Association we will work hard to support our members through the next stages of this unparalleled situation. We'll also continue to concentrate on our wider strategic aims to listen to, promote and support our members and demonstrate to everyone that counselling changes lives.

**Natalie Bailey**

Chair of the Association

# Welcome from the **Chief Executive**



**A lot has happened in the past year. We welcomed a new Chair of the Association, launched a new strategy, and made significant progress on a number of vital projects to support our members and to champion counsellors, psychotherapists and the counselling professions.**

We've strengthened how we listen to members' feedback and how we put this information to use to develop our work. But we've also recognised that our members and the public are challenged very differently by new technologies, new ways of thinking, and new ways in which people group together and form both their professional and personal identities. As an Association we have to adapt to these fast-moving times, and it's crucial we offer the support to our members to help them do the same.

Nothing more reflects the fast-paced nature of the world and the importance of being adaptable to the unpredictable challenges ahead than the coronavirus pandemic. At the time of writing this, we're all working in a very different and difficult environment. We know that it will have long-lasting effects. But I want to assure you that throughout all of this we will continue to support and promote our members and stay true to our aims and values.

We know that counselling and psychotherapy need to play a critical role in helping to support people through the crisis, and afterwards as part of the important effort to rebuild society. We will do all we can to work with our members, stakeholders, the Governments across all four nations and the public to maximise the role of counselling and psychotherapy in supporting the nation through the coronavirus crisis.

**Hadyn Williams**  
Chief Executive

## Our philosophy

### Counselling changes lives

Our desire for social justice determines everything we do and guides our relationship with our members and the public, as well as commissioners and government. It's why we champion the counselling professions as a viable, and increasingly evidence-based choice for people. We know counselling works.

We're alongside our members throughout their careers and put them at the heart of what we do. We aim to understand their needs and support them in making a positive difference to the mental wellbeing of their clients.

We do this by promoting and facilitating research to produce trusted best practice, and by providing a robust framework to ensure the professions follow and adhere to the highest possible standards that protect individuals seeking therapy.

As a result, we help the general public, individuals and commissioners make better, more informed choices about the provision of counselling, and continue to raise the ethical and professional standards of the professions.

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## Charitable objectives

As a registered charity, our two key charitable objectives underpin our work and we use our income and property to promote these aims. In all our activities, whether we're providing services to members, commissioning research or campaigning, these are the objectives that guide us, and the principles by which we measure our success.

### Our charitable objectives are:

1. to promote and provide education and training for counsellors and/or psychotherapists working in either professional or voluntary settings, whether full or part time, with a view to raising the standards of the counselling professions for the benefit of the community and in particular for those who are the recipients of counselling and/or psychotherapy
2. to inform and educate the public about the contribution that the counselling professions can make generally and particularly in meeting the needs of those whose participation and development in society is impaired by physical or psychological health needs or disabilities

## Our values

Our values were developed through conversations about what it means to be BACP and what we need to succeed.

By living according to our values we'll be better able to achieve our purpose and to meet the changing needs of our members.

- **Responsibility** – we take responsibility for all our actions and try to do the right thing, feeling safe to admit our mistakes
- **Encouragement** – we encourage ideas for continuous improvement, being open to change and challenges
- **Support** – we value each other and our diversity, promoting inclusiveness and tolerance
- **Passion** – our work will reflect our passion for counselling changing lives
- **Excellence** – we strive for the highest standards
- **Collaboration** – we work together for the best outcomes: communicating, listening, learning and sharing ideas
- **Trust** – we have integrity, building and maintaining trust, openness, honesty and fairness



# Introducing our new strategy

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**Our new strategy was launched in December 2019.  
It was informed and inspired by feedback from our members.**

Because we know counselling changes lives ...

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1

We will listen to, learn from and work with our members to inform the work of the Association.

2

We will equip our members to be able to work in a fast-changing world, to be able to influence and contribute to the wellbeing of society.

3

We will be the professional home of choice for members and communities of practice, providing relevant services and opportunities to learn, develop and inspire each other.

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4

We will further develop confidence in and credibility of the profession by developing and upholding professional and ethical standards, informed by an evidence base.

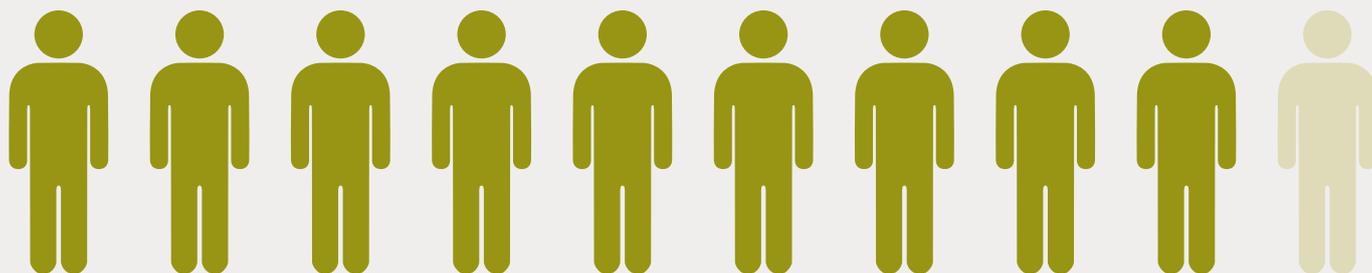
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We will campaign for the appropriate provision of counselling and psychotherapy for all members of society, and opportunities for paid employment of our members. We will champion the skills, competence and contribution of our members to the public, employers, commissioners and policy-makers.

6

We will optimise the organisation of BACP to ensure it is flexible, responsive, and capable of resourcing the vision and goals.

# Our year in numbers



**9 out of 10 people** think counselling should be accessible to everyone who wants it.

*BACP Public Perception survey 2019*

There is more than

# 2000



**hours of content** available on our CPD hub.

We responded to

# 27

**Government, stakeholder and parliamentary consultations and inquiries.**



We held

# 110

**events** for our members.

# 60,000

**customer service enquiries** were dealt with in the past 12 months.





# 45

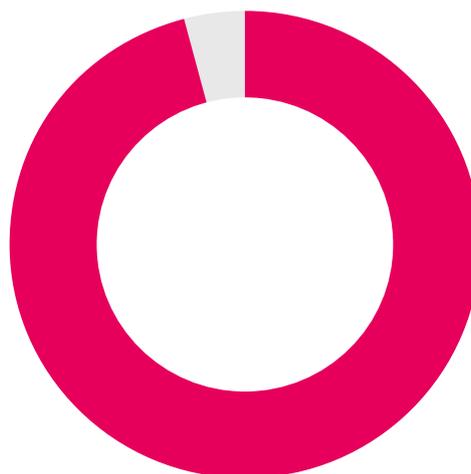
**Good Practice in Action**  
resources were published.



# 96%

of members feel it's important we **set standards** for the profession.

*BACP membership survey 2019*



**Media coverage of BACP** reached

# 114 million

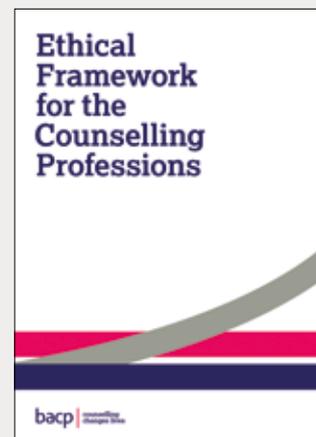


people in 2019.

The **Ethical Framework** was downloaded

# 45,677

**times** during 2019/20.





## We will listen to, learn from and work with our members to inform the work of the Association.

### Key achievements from this year:

#### • **Membership survey**

We surveyed our entire membership in June to ask what they thought of us and our services. We analysed the results and feedback to ensure our new strategy had our members at its heart.

#### • **Private practice tool**

A project assisting private practitioners to use an online case management and research measurement tool to support their practice has been expanded. Through regular consultation with the members who are using the tool, we're gaining valuable insights into how outcome measures can support practice.

#### • **Ethics resources**

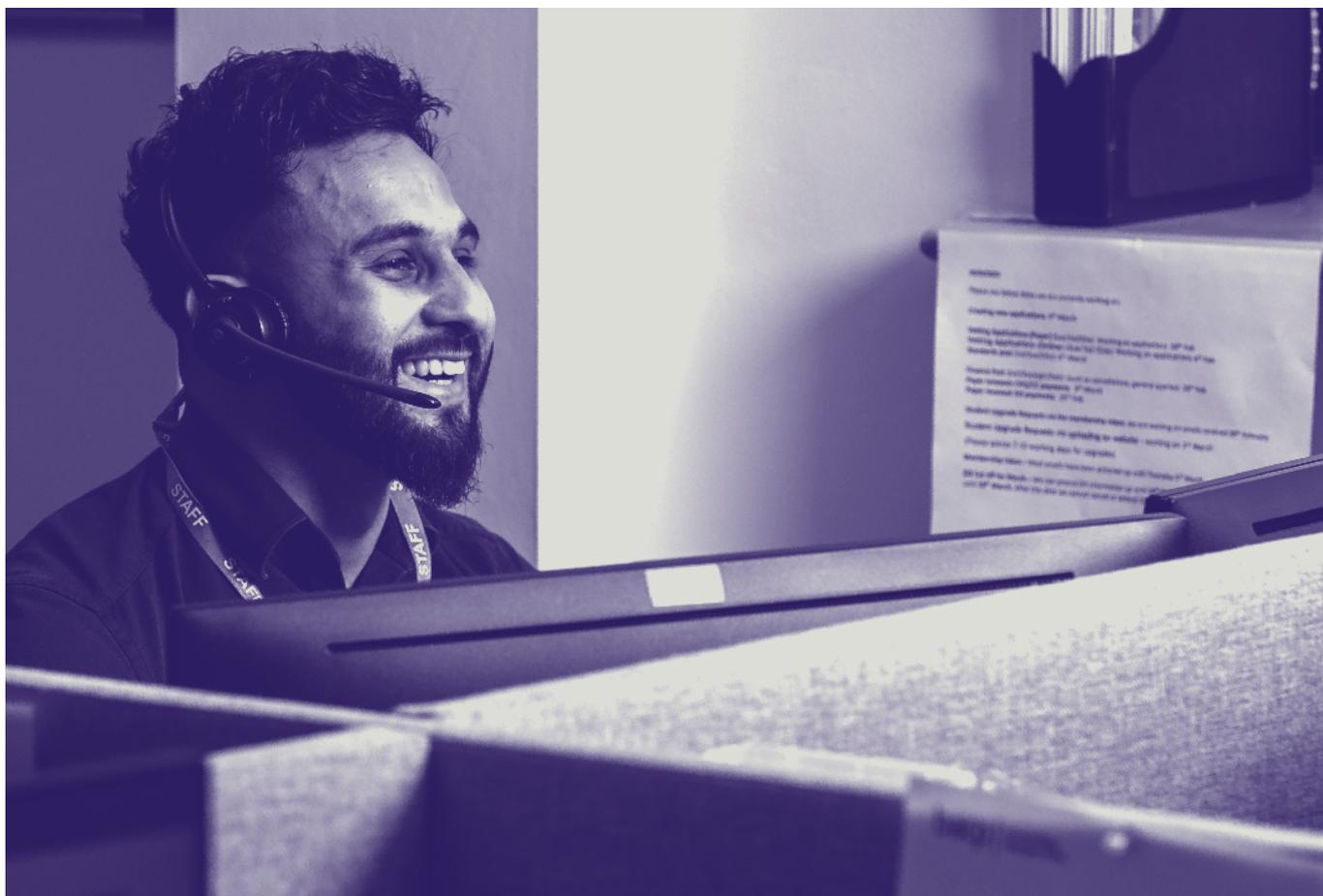
We created new resources to support members in their practice based on the most common themes of enquiries that came into our ethics services. We've listened to members about the ethical issues that cause them the most concern and expanded our guidance on the topics where necessary to support them.

#### • **Coronavirus guidance**

Resources and guidance put together for members during the coronavirus pandemic were designed to help with the questions that we were receiving from members via customer services calls, our ethics hub, our professional standards team, and through our social media channels.

#### • **Safe lone-working**

A lone-working resource was produced featuring practical suggestions to support our members in keeping themselves safe. It was prompted by the findings of a members' survey, which we carried out with personal safety charity the Suzy Lamplugh Trust.



• **Ethical Framework feedback**

We began a project looking at how our members engage with the *Ethical Framework for the Counselling Professions*. We've been collecting members' thoughts on the document, which will help inform our next review of its content.

• **Priorities identified**

By listening to members, we gain legitimacy and direction for our work. Members in Northern Ireland highlighted concerns about inequality of access to counselling, and by meeting with members for a roundtable event in Belfast, priorities were identified and key messages agreed to share with the Northern Ireland Department of Health.

• **Enhanced listening**

We've enhanced how we collect feedback from, and listen to, members so it's more consistent across the organisation and reaches the correct teams and people who need to hear it so they can adapt their processes.

• **Member visits**

Members of our senior management team have been out to visit individual members at their practices, accredited services and organisations, to meet them in person, hear their thoughts on our work and discuss latest projects and updates with them.

### Accreditation review

**Accreditation is often a hot topic for discussion among members – whether it’s the personal decision to work towards individual accreditation or the process organisations go through when they renew their accreditation.**

We’re always open to feedback on how our processes work, but this year we launched a review of our accreditation schemes to gather our members’ thoughts in a more formal way – and to help us decide what changes needed to be made.

We sent out a survey to more than 1,300 members, who’d recently gone through the accreditation process, asking them their views on individual accreditation. We also held an accreditation review day at BACP House to discuss feedback with members. This was attended by therapists who have been through the individual accreditation process, as well as representatives from accredited services and courses.

**“I found the day to be stimulating and rewarding”**

Both the survey and review day have already prompted us to take another look at some of our processes.

We’ve refreshed the guidance and application forms for members starting out on the accreditation process to make it all easier for them to understand. We’ve also revamped the accreditation webpages and are looking to add more content, including presentations and audio content, that will help members going through the process.

Our Trustee Una Cavanagh was among the members at the review day. She said: “I was truly delighted to join with the accreditation team alongside other members, who’d been through the process themselves, to swap ideas about how to make the whole process smoother and much more supportive.

Sharing ideas collaboratively in this way helps both members and BACP staff gain a much better understanding of where each are coming from and of the challenges on both sides. It’s great to see that these ideas have been captured and added to the BACP accreditation information on the website.”

We’re currently making some changes to the processes services and courses go through when they renew their accreditation. This includes the length of time between renewals, which members raised as an issue at our review day.

And we’re continuing to look at the feedback from the survey to understand the key themes that we need to address in the future too.

Ishtar Swaffield, programme director at Persona, which runs a BACP-accredited training course, said: “I found the day to be stimulating and rewarding. It was good to meet other programme leaders and the course assessors and to understand their experience and perspective on the course accreditation process.

“One of the key outcomes of the day was the proposal to institute an annual rolling process of review by implementing a more comprehensive annual report, which focused on key areas of the course, thus dispensing with an overly burdensome renewal process every five years. This, I believe, will be much more manageable and collaborative for all parties.”



## Member's view

**Roslyn Byfield** is an accredited member and private practice counsellor. In November, our Chief Executive Hadyn Williams and Chief Professional Standards Officer Fiona Ballantine Dykes visited her and colleagues at Waterloo Community Counselling in south London.

“I'd been told that Hadyn was often out and about at meetings and visiting services, and I thought I would get my Waterloo Community Counselling colleagues involved in a visit to our service. This was an opportunity for WCC's officers to meet and discuss professional issues and challenges with senior officers and for BACP to see the range of work undertaken and hurdles WCC has to navigate.

My colleagues spoke about WCC's history, funding, contracts and developments such as working with two local IAPT services, as well as how it's a multicultural service, offering counselling in 27 languages.

We heard about key issues facing the counselling profession and BACP, in particular, from Hadyn and Fiona.

It was a very interesting and worthwhile meeting, enabling all of us to learn more at first-hand about others' roles and responsibilities, successes and challenges – very different from reading about it solely in member bulletins and journals. There can often be a perception of a gap between organisations and their members, but this kind of meeting can help narrow that gap in a very constructive way. I'd certainly recommend it to other members.”

## In numbers

# 6,000

members took part in our annual membership survey.

We sent out

# 89



surveys to members, staff and external stakeholders in 2019. This included asking members for views on events they'd attended and CPD Hub content they'd watched in order to help us shape our future work.

## Next step

*We will further enhance our engagement and how we collect feedback from members to give us a greater understanding of the challenges they face and help steer our working priorities.*

# 2

**We will equip our members to be able to work in a fast-changing world, to be able to influence and contribute to the wellbeing of society.**

## Key achievements from this year:

### • **Contacting election candidates**

We supported members to promote counselling and psychotherapy to their Prospective Parliamentary Candidates ahead of the 2019 General Election with online resources and a dedicated web platform. More than 700 candidates were contacted by members through this system.

### • **CPD content**

We've continued to expand the volume of content on our CPD Hub to support members to continue their learning throughout their careers. This year the content has been broadened out to cover a wider range of topics and provide an extra 10 hours of videos every month.

### • **Collaborative conferences**

Three successful collaborative events specifically focused on current and important social challenges identified by the profession. These included: a social justice conference, which was a partnership with the American Counseling Association, and the Irish Association for Counselling and Psychotherapy (IACP); The lived experience, diversity symposium, which was held in partnership with CPCAB; and Working with Millennials, which we organised with Welldoing.org.



#### • Events webcast

Four of our major conferences were streamed live by webcast, giving members access to keynote speakers and seminars without them having to leave their homes. Members were also able to join online discussion forums through the webcasts and ask speakers questions during the events.

#### • Podcast launched

Recognising that people now consume their media in different formats, we launched a *Therapy Today* podcast so members can now listen to a selection of the magazine's articles each month via their computers, mobile phones or other devices.

#### • Research access

We partnered with EBSCO, the leading provider of research databases, e-journals, magazine subscriptions, e-books and discovery service. This has given members free access to a database of more than 480 psychology journals and more than 3.7 billion records from the world's top publishers and information providers.

#### • Good practice resources

More than 40 Good Practice in Action (GPiA) resources to support members in practice were published this year. These included GPIAs on digital technology, boundaries, safe-working, workload, self-care, retirement, fitness to practise, and mental health.

## Annual review



## Member's view

Sally Carline is a student member who is in her first year of the Level 4 Diploma in Therapeutic Counselling.

“I am so pleased to be able to access EBSCO services as part of my BACP membership, as this allows me to have the most up-to-date and relevant information at my fingertips, with only a few keystrokes. This is invaluable for Level 4 Therapeutic Counselling submissions and gaining a deeper understanding of the theoretical approach which underpins my programme. I am also developing my writing and composition style, because of the broader reading I am able to access from something I really missed on leaving university, as my training provider unfortunately does not provide library access.”

## Coronavirus

**When the ethics team received their first enquiry from a member about the implications of coronavirus on their practice at the end of February, no one could have imagined how the pandemic would go on to strike at the heart of all our personal and professional lives.**

As the situation unfolded, it was obvious that this was a situation causing great anxiety to members and the public at large.

The counselling community had to adapt to how this would affect our lives, work and livelihoods – especially when social distancing and then lock down restrictions came into force.

What started with one FAQs' page on our website, quickly expanded to further FAQs about business support, counselling training, online counselling and more. These were based on the questions we received from our members.

There were not always clear-cut answers to give, and sometimes it was a case of making sure our members had the tools and support they needed to make their own decisions based on their own and their clients' needs.

We made resources on online counselling easily accessible to members for free; to support them as they transitioned from offering face-to-face counselling to online or telephone counselling.

We also joined with several counselling training businesses to share more free support with our members, including webinars about online counselling. And we made our divisional journals' content free online to all members.



But our work wasn't just about what our members needed individually – it was also about ensuring the Government and public realised the important collective role that counselling and psychotherapy could play during this crisis.

We launched a campaign calling on the Government to maximise the role of counselling and psychotherapy to help respond to the crisis. This included letters to senior government ministers and a petition that had been signed by more than 5,000 people by the end of March, less than a week after it launched.

We also promoted counselling and our members' expertise within the media. Members spoke about how people's mental health was being affected by the pandemic, and how counselling could help.

At the time of writing, it's still unclear for how long the pandemic will continue to affect all our lives. But however long it takes, we'll continue to provide support to our members to see them through this unprecedented time.

## In numbers

Our Ethics Officers responded to



# 2,919

member queries in the past 12 months.

# 60,261

views of our *Coronavirus and your practice* web page between March 2 and March 31 2020.

# 29,894

views of our online resources web page set up to help members moving to online counselling during the coronavirus pandemic.

## Next step

*We will develop more practice-related support services and resources for members, to assist them in their everyday working lives and help them flourish in a fast-paced world.*



# 3

**We will be the professional home of choice for members and communities of practice, providing relevant services and opportunities to learn, develop and inspire each other.**





## Key achievements from this year:

### • Free business courses

We've provided members with access to a selection of free business courses thanks to a partnership with Openlearn, a learning platform delivered by The Open University. The online courses take from two to 24 hours to complete. Topics covered include: finance and accounting, marketing, human resources and IT.

### • New ethical support service

We launched an ethical support service for members working with children and young people. Our new ethics consultant can help members with ethical dilemmas presented by clients or queries relating to the provision of therapy for this age group.

### • Increased use of our BACP Members' Community Facebook group

More than 2,100 therapists have joined our BACP Members' Community Facebook group to support and encourage each other and share professional knowledge.

### • More traffic to our directory

A website project has driven more traffic to our directory. It's focused on the use of Google Adwords, enhanced search engine optimisation and extra content aimed at the public about how therapy can help. Page views on our public pages increased by 52% in February 2020 compared to February 2019.

### • New milestone

We marked the milestone of reaching 50,000 members with a campaign celebrating the experience and expertise of our members. Short videos of counsellors and psychotherapists talking about why their work is so rewarding were shared on social media.

### • Therapy Today refresh

We refreshed *Therapy Today* to reflect our work with and for members. This included relaunching the ethical dilemma page, introducing a practical question and answer section and revamping the news round-up pages.

### • A new look for our newsletter

We've given our monthly all-member email newsletter a new look to increase member engagement. It has a stronger focus on putting members at the heart of our work, and the benefits and services that matter to them.

### • New noticeboard

A Communities of Practice noticeboard has been launched on our website to promote local networks and groups where members can connect, support and socialise with other counsellors.

### • Book discounts

We've added more publishers to our range of counselling and psychotherapy book discounts for members.

# Making Connections

**From hearing about the therapeutic recovery of children in Glasgow, to discussing counselling for older people in Bournemouth. Hundreds of members came along to five free Making Connections events held around the UK last year to network and listen to a range of inspiring speakers.**

Each day's agenda also included a chance for members to get up on stage and talk about their own projects and passions. And there was a roundtable section where attendees joined discussions on a range of subjects and spoke to our staff about some of our current projects.

Member Kristine Jenkins, who went along to September's Making Connections in Llandudno, said: "I work on my own and it's important to



come out and make connections. I really enjoyed listening to the speakers. The lady who spoke about autism was really interesting as it had relevance to my private practice."

Helen Kewell gave a presentation based on her work with older people at the Bournemouth event. "I felt privileged to be invited to present on my work with elderly clients," said Helen, a member who is on our older people expert reference group. "The whole event was managed like clockwork and I was made to feel very welcome by the organising team and attending colleagues. The warmth and feeling of collaboration filled the room all day, and I made some valuable and lasting connections with colleagues."

Presentations from the events are recorded and turned into online resources called Staying Connected that are sent out to members after the event.

**"I work on my own and it's important to come out and make connections"**



## Member's view

**Lesley Ludlow** is a counsellor and supervisor working with individuals and couples. She is Chair of the BACP Private Practice division.

"The Private Practice division has been running network groups in the UK for several years and currently operates 16 groups. Whilst I am Chair of the PP division, I also work as a volunteer for BACP and co-facilitate the South London network group with **Ciro Cambuli**.

The group has now been running seven years on an every two month basis. On average we attract 30 counsellors who work in private practice in the South London area. Our usual meeting format includes a presentation, usually from a member of the group, followed by group discussion and general information sharing.

Working in private practice can be isolating and for counsellors to come together and share experiences is priceless in terms of feeling part of a community but also alleviating worries about running a business."

## In numbers

# 866



**conversations** started by members and BACP staff in our Facebook group since it launched in April 2019.

## We supported

# 16



**Private Practice and 4 Spirituality BACP Network meetings** that have been led by our members.

## Next step

*We will continue to review and enhance the ways we communicate and engage with our members, incorporating their feedback into these developments and ensuring they feel part of our BACP community.*

# 4

**We will further develop confidence in and credibility of the profession by developing and upholding professional and ethical standards, informed by an evidence base.**



## Key achievements from this year:

### • Addressing feedback to SCoPEd

We incorporated feedback from our members and stakeholders into the next draft of the framework for our Scope of Practice and Education for the counselling and psychotherapy professions (SCoPEd) project. We've made changes to the language and content to ensure it's more inclusive and addresses specific issues. The SCoPEd project aims to agree a shared, evidence-based competence framework for the training and practice standards for counselling and psychotherapy. It's a collaboration between us, the British Psychoanalytic Council (BPC) and the UK Council for Psychotherapy (UKCP).

### • Drugs' guidance

Guidance was published to give therapists information to help clients struggling with side effects and withdrawal issues resulting from the prescription of psychiatric drugs. It was facilitated by the All-Party Parliamentary Group for Prescribed Drug Dependence, and endorsed by us, BPC, The National Counselling Society and UKCP.

### • Care homes' research

We've started research into how counselling can be integrated into care homes, although this project has now been delayed due to coronavirus. When it's safe for it to resume, counselling support will be introduced for residents in three care homes and we'll evaluate how this works. We will recruit members to undertake 1-2-1 sessions with residents and have already recruited members to train and supervise participants. The project follows a consultation with members, care home managers and care teams about the need for counselling provision in this environment.

### • New frameworks

We've reached the final stages of putting together competence frameworks for people using counselling skills in their professional roles and also workplace counselling.

### • Understanding data

We've enhanced our data-gathering to help us understand more about when things go wrong in therapy. We're looking to use information from our ethics service, Ask Kathleen enquiries, professional standards and other feedback. This will help us to respond more proactively in order to raise standards, such as by producing tailored resources, on subjects that we receive more complaints about.

### • Professional conduct

The first hearings were held under our new professional conduct procedure, which came into force in December 2018. The process aims to be fairer, more transparent and focuses on higher risk matters. We've received positive feedback so far and are continuing to hone the process.

### • Complainants' support

We've developed a new support system for complainants in professional conduct cases. It aims to offer more emotional support during the process, including providing someone to accompany complainants to hearings where desired.

### • Learning resources

Seven new MindEd CPD modules were reviewed and published. They are free online learning resources for counsellors, which are funded by Health Education England.

## Annual review



## Member's view

Danuta Lipinska is a counsellor, supervisor and trainer and a specialist in ageing and dementia care. She has been recruited as the trainer/supervisor for our care homes' research project.

**“All adults have the right to a counselling relationship should they wish to have it, irrespective of age, diagnosis or living environment.**

**Having believed this wholeheartedly for more than 35 years of my professional counselling career, I am delighted that BACP has created a research project to test the feasibility of offering counselling in care homes. The qualities and skills of the counsellor members who have joined the project are inspirational. Recent group interactive workshops validated our ability to ask the challenging questions and support genuine exploration of issues concerning the resident as client, their relatives, the expertise and flexibility of the counsellor, and the care home environment and its staff.”**

## SCORE research project

**For university students, working for a degree is not just about going to lecture theatres, laboratories or libraries. A therapy room can be another crucial place they visit on campus during their studies.**

Our research team is working with counsellors and academics to explore the effectiveness of university counselling, with the aim of enhancing services for future students who want to access this support. The Student Counselling Outcomes, Research and Evaluation consortium – known as SCORE – is supported by both us and UKCP.

Its first paper, published in July, said the field of student mental health is hampered by: vague language; a rush to action by universities in the absence of robust evidence; and a lack of overall coordination and collaboration in the collection and use of data on student mental health and wellbeing. The paper was referenced four times within the University Mental Health Charter, published by Student Minds' in December.

Emma Broglia, our Senior Research Fellow, said: “It's crucial that this work involves practitioners as well as academics. Research using data from their counselling services will ultimately lead to recommendations about how services can be improved and provide guidance for the sector. As a research team, we're pleased to be working alongside our members on such an important project.”



**“As a research team, we’re pleased to be working alongside our members on such an important project.”**

Our member Charlotte Williams, Head of University Counselling Service at Birkbeck, University of London, added: “We need to pause, think together, collect and study the data, define a common understanding of wellbeing and mental health and use evidence rooted in practice to inform decisions and policies going forwards.”

The consortium is looking to offer training workshops to help counselling services to use and understand clinical measures, and is also planning to run events and submit more journal articles to share its research.

## In numbers

# 1,194

enquiries to our Ask Kathleen service – a public helpline for people who have concerns about their therapist.



# 3,000

members took our Certificate of Proficiency exam in 2019/20.

# 59

members presented their research at our annual research conference in May 2019.

## Next step

*We’re looking to submit more collaborative applications for research funding to allow for larger-scale and greater impact projects to be undertaken that will help to expand the evidence base for counselling and psychotherapy.*

5

**We will campaign for the appropriate provision of counselling and psychotherapy for all members of society, and for opportunities for paid employment of our members. We will champion the skills, competence and contribution of our members to the public, employers, commissioners and policy-makers.**

## Key achievements from this year:

### • Impactful conversations

Our policy team logged more than 450 impactful conversations with stakeholders across the four nations of the UK in 2019. These discussions with policy-makers, politicians, commissioners, employers, academics and third sector organisations have led to a range of collaborative actions to promote the counselling professions. One example is a collaboration with Dementia UK on a 'counselling people with dementia' information resource.

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### • Manifesto commitments

We influenced the manifesto commitments of four of the main five political parties in England, three out of five in Scotland and five out of five in Wales ahead of the 2019 General Election.

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### • Scottish Parliament evidence

We gave oral evidence to the Scottish Parliament's Education Select Committee outlining recommendations for professional standards, competences and training required to meet the forthcoming workforce requirements as part of the four-year £60 million commitment to universal school-based counselling for 10 to 18-year-olds.

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### • Counselling for older people

Our members have shared their experiences of working with older adults at conferences, online and in print to promote the benefits of counselling for older people. This work included supporting Age UK's campaign to increase access to talking therapies.

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### • Workplace support

Working with the Council for Work and Health and BACP Workplace division, we've explored some of the recognised issues within Mental Health First Aid and other non-clinical mental health roles. We've joined with these bodies to develop a support and supervision framework for employers and employees. An expert reference group of our members will help inform our work in this project.

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### • Counselling in the NHS

We've worked with NHS England and Health Education England to ensure counsellors and psychotherapists are included as part of the planned expansion of the psychological professions' workforce within the NHS in England. We've promoted the skills, knowledge and experience of all members during these discussions about the NHS People Plan and the NHS Long-Term Plan.

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### • Members' expertise in the media

We've ensured that our members' expertise, qualifications and high standards play a central part in our response to media enquiries and in our statements. This included within an interview our Chief Professional Standards Officer Fiona Ballantine Dykes gave to BBC Radio 4's File on 4 programme, titled The Therapy Business.

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### • Sharing counselling experiences

We know that telling the first-hand stories of people who have been through therapy is a powerful tool in promoting the message that counselling changes lives. Last year we shared 16 people's personal experience of counselling, through written case studies and short films.

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# Scotland school counselling roles

**There were celebrations when the Scottish Government announced a £80 million investment in counselling across all secondary schools, colleges and universities in September 2018, following more than a decade of lobbying by us and our members.**

But the hard work did not stop with that news. The next task was to ensure this investment translated into paid school counselling jobs for our members. We sought advice from members in Scotland and were grateful for so many taking part in two surveys. The results found that more than two-thirds of those working with children and young people indicated they had capacity for more paid client hours.

Over the past 18 months, we've advised the Government on a number of issues, including: what qualifications are needed by counsellors working in schools; what training could be provided to help fill gaps in provision; how to ensure attractive pay and conditions for staff, and the importance of access to supervision.

In February, our Children, Young People and Families Lead Jo Holmes appeared before Scottish Parliament's Education Committee as part of an inquiry to review the investment, to advise on implementation and to share best practice from our work in Wales and Northern Ireland.

The Government's commitment means that 350 counsellors will be employed in secondary schools in Scotland and a further 60 new counsellors across Scotland's Universities and Colleges, starting in September 2020.



Steve Mulligan, our Four Nations Policy and Engagement Lead, said: "We've worked hard to ensure this investment goes to the frontline, providing much needed support. We've been particularly grateful for the ongoing advice from our members, helping us to provide practical solutions which reflect the situation on the ground. We look forward to seeing these roles come to fruition over the coming months, ahead of the next academic year."

Other areas of our work have been supporting this investment and implementation too.

To help mitigate against an expected shortfall in counsellors trained to work with children and young people, we've worked with the Scottish Qualification Authority (SQA) to provide solutions to support counsellors working with adults who want to develop additional skills to help transition into these new roles.

We're also in the process of supporting SQA to develop a new Professional Development Award in Counselling Children and Young People.



## Member's view

**Natasha Page** is an integrative counsellor and psychotherapist based in Nottingham and one of our media spokespeople.

“I was really excited at the prospect of becoming a media spokesperson. I feel that as counsellors our work is often hidden because of the nature of what we do. I feel the profession has not been vocal enough in the past but it's great to see that this is changing as a result of the hard work that BACP and its media team are doing.

I saw this opportunity to be a media spokesperson as a part of being able to voice how much I enjoy working as a therapist, and share the progress and life changes that people can make because of their time during therapy.

I have felt honoured to feature in some press opportunities over the past two years such as on BBC Radio 4's Woman's Hour, and on the Huff Post and the Guardian websites. It has also been a platform to help share news of projects I run, which provide counselling and have been funded through the Big Lottery Fund and BBC Children in Need. This helps me to demonstrate as a therapist that I am showcasing the support they have given the counselling profession.”

## In numbers

Media coverage of the results of our public survey on how Brexit impacted people's mental health – and how counselling could help – reached



# 14.1 million

More than

# 200

delegates visited our stand promoting the value of employers investing in counselling during the Health and Wellbeing at Work conference – leading to several new strategic partnerships.

## Next step

*We'll focus on campaigning work that highlights the expertise of all our members and the importance of expanding the number of paid roles for counsellors and psychotherapists.*

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**We will optimise the organisation of BACP to ensure it is flexible, responsive, and capable of resourcing the vision and goals.**

## Key achievements from this year:

- **Programme board**

We launched a programme board to ensure projects that directly improve the membership proposition are prioritised in line with our member-focused strategy.

- **Cyber security**

We've achieved the Cyber Essentials Plus kitemark, which is the highest level of Cyber Essentials' certifications, demonstrating that we safeguard our members' data against the most common cyber threats and reduce our risk of cyber-attacks.

- **Database investment**

We've invested in our membership database system to increase efficiency and enhance our information management and member services. This has included improving online self-service options for members – such as online applications, renewal and events booking.

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## Next step

*We'll be developing the members' area of our website to allow members to customise their preferences and access the most relevant content to them more easily. We'll also be updating our re-instatement and category change processes to allow members to make changes to their membership status online.*

# Governance, structure and accountability

Our Governors are elected or appointed to oversee our strategic direction and the management of the Association. Representing and accountable to our members, their role is to provide strong leadership, enhance our decision-making and to make sure that we achieve our objectives.

The Board of Governors consists of up to seven Governors elected by our members, and up to four Governors appointed by the Board. The Board appoints the Chair and the Deputy Chair from the elected Governors. The Board convenes up to four times each year and holds an additional 24-hour strategic planning event.

New Governors serve for a term of four years and may serve one further term of four years. Elected and appointed Governors will be announced at, and terms will commence from, the Annual General Meeting. The AGM takes place between September and December each year.

Our members elect the Governors by a single transferrable vote. The election is supervised by an external organisation appointed by our President. Below is a list of our Governors during the year, along with the other committees they were members of:

Governor	Period of Office	Governance Committee role
<b>Natalie Bailey</b> Chair	Elected 24/11/16 Elected Chair 7/11/19	Remuneration and Governance – Chair (from 7/11/19)
<b>Andrew Reeves</b> Chair (until 7/11/19)	Elected 16/11/13 Elected Chair 21/11/14 Re-elected Chair 16/11/17	Remuneration and Governance – Chair (until 7/11/19)
<b>Caryl Sibbett</b> Deputy Chair	Elected 14/11/11 Re-elected 21/11/14 Re-elected 16/11/17 Elected Deputy Chair 16/11/17	Remuneration and Governance – Committee member Membership and Professional Standards – Committee member
<b>Mhairi Thurston</b>	Elected 14/11/11 Re-elected 21/11/14 Re-elected 16/11/17	Research Committee – Chair
<b>Vanessa Stirum</b>	Co-opted 4/3/16 Appointed 24/11/16 Re-appointed 7/11/2019	Audit, Risk and Performance – Chair Remuneration and Governance – Committee member
<b>Andrew Kinder</b>	Co-opted 24/3/17 Appointed 16/11/17	
<b>Una Cavanagh</b>	Elected 16/11/17	Membership and Professional Standards – Chair
<b>Julie May</b>	Elected 16/11/18	
<b>Val Elliott</b>	Co-opted 01/06/2018 Appointed 16/11/18	Finance and Policy – Chair
<b>Moira Sibbald</b>	Co-opted 01/06/2018 Appointed 16/11/18	Public Protection – Chair
<b>Myira Khan</b>	Elected 24/11/16 to 7/11/19	
<b>Heather Roberts</b>	Elected 7/11/19	
<b>Neela Masani</b>	Elected 7/11/19	

All elected Governors must be BACP members. Appointments to the Board are made to provide the skills and expertise considered necessary to achieve our strategic aims.

The Board may also co-opt up to two members with the relevant skills and experience to fill any vacancies that may arise.

On appointment, each Governor completes a register of interests and a confidentiality agreement. They're provided with a Governor Handbook that includes the Articles of Association, Standing Orders of the Association, policies and procedures on issues relevant to the role, alongside best practice guides. All new Governors meet with the Chair and the Chief Executive and an induction meeting with senior staff including a tour of the office is arranged for all new members of the Board. Their training needs are regularly assessed and met.

## BACP Presidents

<b>President</b>	<b>Vice Presidents</b>
<b>David Weaver</b>	<b>Professor Dame Sue Bailey</b> <b>Luciana Berger</b> <b>John Cowley</b> <b>Nancy Rowland</b> <b>Julia Samuel</b>

# Board of Governors' responsibilities

Company law requires the Board of Governors to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the company and the group and of the surplus or deficit of the group for that year.

In preparing these financial statements, the Board of Governors is required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities Statements of Recommended Practice
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the 'going concern basis', unless it is inappropriate to presume that the company and group will continue in business.

The Board of Governors is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the company and to enable the Board to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2011 and the Statement of Recommended Practice for Accounting and Reporting by Charities (SORP 2015 (FRS102) effective January 2015).

The Board of Governors is also responsible for safeguarding the assets of the company and the group, and for taking reasonable steps to prevent and detect fraud and other irregularities.

More information about how our Association is governed can be found in our Articles of Association and our Standing Orders.

## Statement as to disclosure of information to auditors

As far as the Board of Governors is aware, there's no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each Governor has taken all the steps that he or she ought to have taken as a Governor to make himself or herself aware of any relevant audit information and to establish that the group's auditors are aware of that information.

## Management and staffing

Our Chief Executive, Dr Hadyn Williams, is responsible for planning and developing our services and strategies, within clear policies and protocols set by the Board.

Our Chief Executive reports, via the Finance and Policy Committee, on the financial position of the company, including the actual performance compared to the budget. Management Accounts are received monthly and reviewed quarterly by the Board and regularly by the Finance and Policy Committee. At our AGM in November 2019, a resolution was passed that RSM UK Group Ltd would be formally appointed as the Association's auditors for 2019/2020.

The Board approve the Association's salary policy and procedure. Salaries are benchmarked against similar posts in the sector and geographical area every third year.

Our staff team is recruited and supported to provide the skills and expertise needed to operate our organisation successfully. The Senior Management Team, who oversee each of our departments, are:

<b>Hadyn Williams</b>	Chief Executive
<b>Cristian Holmes</b>	Deputy Chief Executive and Chief Operating Officer
<b>Fiona Ballantine Dykes</b>	Chief Professional Standards Officer and Deputy Chief Executive (from 24 February 2020)
<b>Martin Bell</b>	Deputy Head of Policy and Public Affairs
<b>Steve Cantell</b>	Head of ICT
<b>Christina Docchar</b>	Registrar
<b>Nikki Hufton</b>	Interim Head of HR (from 27 January 2020)
<b>Suky Kaur</b>	Head of Policy and Stakeholder Relations
<b>Suzanne O'Neill</b>	Head of Communications
<b>Chelsea Shelley</b>	Head of Membership and Operations (until 23 February 2020) and Chief Operations and Membership Officer (from 24 February 2020)
<b>Richard Smith</b>	Deputy Head of Membership
<b>Dr Clare Symons</b>	Head of Research
<b>John Woolley</b>	Head of People, Culture and Governance (until 29 February 2020)

## Membership of BACP

We offer the categories of membership listed below. The members of these categories are also members of the company and have full voting rights:

- Student Member
- Individual Member
- Registered Member (MBACP)
- Registered Accredited Member (MBACP Accred)
- Registered Senior Accredited Member (MBACP Snr Accred)
- Retired Member
- Organisational Member.

## Volunteers

We're hugely grateful to the many volunteers who support us by serving on our divisions, committees, expert reference groups, forums, working groups and as peer reviewers and media spokespersons. Thank you for your continued and significant contribution to our success – your dedication, commitment, passion and hard work allow us to better serve our members and stakeholders; to promote the counselling professions effectively and to support our vision: counselling changes lives.

# Review of BACP's financial position

We remain in a healthy financial position in line with our reserves policy. This financial position allows us to undertake and support a broad range of activities in relation to our charitable objectives.

Further details about the financial position are included in the 'Review of the business' section of the strategic report.

## Reserves policy

The Board of Governors reviews the Reserves policy annually. The current policy is that the free reserves should be at a level to allow for future unanticipated fluctuations in income and expenditure, identified risks, and to cover the estimated running cost of core services for four months. This is currently estimated at £2.8 million.

The Free Reserves for this purpose are the total reserves, less restricted and designated funds (to the extent that they have been committed), less tangible and intangible fixed assets and capital commitments, with the exception of administrative land and buildings, which are considered to be disposable.

At 31 March 2020 the level of the charity's free reserves was:

<b>Total reserves:</b>	<b>£5,057,463</b>
Less:	
Restricted funds	£0
Designated funds (that have been committed)	£0
Property revaluation reserve	£65,000
Tangible and intangible fixed assets*	£481,240
Capital commitments	£0
<b>Sub total</b>	<b>£4,511,223</b>
Less identified risks	£583,652
<b>Free reserves</b>	<b>£3,927,571</b>

\*excluding administrative land and buildings, which are considered to be disposable

Although higher than policy, planned deficits will be incurred to bring the level of the free reserves in line with the policy over the next two years.

## Investment policy

Kleinwort Hambros Private Bank Limited (KHPB) provides discretionary investment management services of the investment portfolio. Further details about the investments are included in the 'Review of the business' section of the Strategic report. KHPB is regulated by the Financial Conduct Authority and is a member of the London Stock Exchange. The results for the year are set out in notes 11 and 18.

## Officers' insurance

The company has Officers' Liability Insurance in place. This insurance indemnifies any officer against a liability arising as a result of his or her negligence up to an aggregate liability of £1 million. The cost of this insurance amounted to £1,791 (2019 – £1,791) for the year.

## On behalf of the Board of Governors



**N Bailey**

Chair

Date: 11 September 2020

# Strategic report

## Review of business

Our main sources of funding are membership subscriptions, Find a Therapist directory fees, accreditation fees and income from our trading subsidiary, BACP Enterprises Ltd.

Total incoming resources for the year increased by £769,597 to £9,357,371 (9.0%). The increased income was principally driven by higher individual membership numbers which increased from 48,834 to 52,095 in the year to 31st March 2020. The events business was transferred from BACP to BACP Enterprises from the 1st July 2019. The trading subsidiary for the first time, was charged for services that it consumed from BACP, this resulted in a lower contribution of £135,154. The sources of funding sustain the costs incurred in delivering our key objectives through representation of the profession, developing research, the provision of journals, conferences and events, professional standards, register and conduct processes.

We maintain a sound practice of review and planning. Operating expenditure increased by £487,637 to £9,434,866 (5.5%). This increase however has been heavily impacted by the loss on the revaluation of buildings, which resulted in a loss on revaluation of £705,500. If this operating expenditure is excluded the overall expenditure fell by £217,863 (-2.4%). The main driver for this fall in expenditure was the completion of the building refurbishment work, and lower project spend, as we formulated our new strategic objectives. We would expect this project spend to rise in future years as we implement our new strategy.

We have continued to invest in our IT infrastructure, with an additional £350,000 spent on the main membership systems in the year.

Investment income fell sharply at the end of the financial year, due to market volatility caused by Coronavirus. The overall loss on investment was £88,847 before investment fees.

The deficit for the year was £207,936 (2018/19 £348,711). Excluding the non cash loss on the building revaluation, we would have achieved a surplus of £497,564.

At the AGM we indicated that our reserves would rise in 2019/20, before falling in 2020-22 as we implemented our new strategy. Our free reserves have risen by £372,506 in the year.

Kleinwort Hambros Private Bank manage the ethical investment portfolio in line with our policy on ethical investment. The investment objectives' criterion is based on maximum total gross return. This is achieved by generating growth through capital appreciation in the value of shares and the reinvestment of income as generated from dividends, while complying with our policy on ethical investment.

# Description of principal risks and uncertainties

As outlined on page 16 and 17, we have undertaken significant planning to ensure we continue to support our members and enhance our offering following the outbreak of COVID-19. As such, our financial forecasts have been updated and stress tested to allow for the current and likely future circumstances. This has satisfied the governors that the charity holds adequate reserves and has available mitigation strategies to deal with the impact of the outbreak as it unfolds and continue to deliver its objectives. Based on the above and the current level of cash reserves, the governors consider that the charity has adequate funds to meet its future requirements and have therefore prepared the financial statements on a going concern basis.

During the year, the Audit, Risk and Performance Committee and the Board of Governors carry out an assessment of the business, operational and financial risks. We then review the policies, procedures and reporting regimes, and amend them if needed, to manage and reduce the identified risks. Our Governors have assessed the charity by reviewing budgets, plans, financial and operational risks and the external environment for the forthcoming year. Our Governors are satisfied that there are no material uncertainties around the continuing relevance of the charity or its ability to continue.

Risks are divided into five categories: governance, operational, financial, external and compliance. The Risk Register is reviewed every month by assessing each risk in terms of likelihood and impact. Mitigation strategies are drawn up, responsibilities allocated and progress monitored. The Audit, Risk and Performance Committee then make reports on current and mitigated risks to the Board of Governors. If a mitigation process requires financial investment, it is held to account through this process.

The Board has delegated clear lines of authority to our staff and staff are involved in the recognition of risk in their activities.

## **On behalf of the Board of Governors**



**Natalie Bailey**  
Chair

# Independent auditor's report

## To the members of the British Association for Counselling and Psychotherapy

### Opinion

We have audited the financial statements of the British Association for Counselling and Psychotherapy (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2020, which comprise the Consolidated Statement of Financial Activities, the Group and Charity Balance Sheets, the Consolidated and Charity Statements 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 FRS 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 group's and the parent charitable company's affairs as at 31 March 2020 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent 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 Governors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Governors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent 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 Governors are responsible for the other information. The other information comprises the information included in the Annual Report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Governors' Report, which includes the Directors' Report and the Strategic 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 and the Strategic Report included within the Governors' Report have 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 group and the parent charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report or the Strategic Report included within the Governors' 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:

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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.

## Responsibilities of the Board of Governors

As explained more fully in the Statement of Board of Governors' responsibilities set out on page 34, the Governors (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 Governors are responsible for assessing the group's and parent 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 Governors either intend to liquidate the group or parent charitable 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 provided on the Financial Reporting Council's website at <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

## Use of our report

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

*RSM UK Audit LLP*

**Gareth Jones**  
(Senior Statutory Auditor)

For and on behalf of RSM UK AUDIT LLP,  
Statutory Auditor

Chartered Accountants  
Rivermead House  
7 Lewis Court  
Grove Park  
Leicester  
Leicestershire  
LE19 1SD

Date: 8 October 2020

## Consolidated statement of financial activities (incorporating an income and expenditure account) for the year ended 31 March 2020

	Notes	Unrestricted general funds £	Unrestricted designated funds £	Restricted funds £	Total 2020 £	Unrestricted general funds £	Unrestricted designated funds £	Restricted funds £	Total 2019 £
Income from:									
Donations		1,999	-	-	1,999	11,740	-	-	11,740
Charitable activities	3	8,688,980	-	-	8,688,980	8,030,624	-	-	8,030,624
Trading activities	5	593,802	-	-	593,802	452,068	-	-	452,068
Investment income	6	61,577	-	-	61,577	58,827	-	-	58,827
Other income		11,013	-	-	11,013	34,515	-	-	34,515
<b>TOTAL INCOME</b>		<b>9,357,371</b>	<b>-</b>	<b>-</b>	<b>9,357,371</b>	<b>8,587,774</b>	<b>-</b>	<b>-</b>	<b>8,587,774</b>
Expenditure on:									
Raising funds	6	21,673	-	-	21,673	20,331	-	-	20,331
Trading activities	5	458,648	-	-	458,648	104,752	-	-	104,752
Charitable activities	4	8,919,237	35,308	-	8,954,545	8,769,567	33,542	19,037	8,822,146
<b>TOTAL EXPENDITURE</b>		<b>9,399,558</b>	<b>35,308</b>	<b>-</b>	<b>9,434,866</b>	<b>8,894,650</b>	<b>33,542</b>	<b>19,037</b>	<b>8,947,229</b>
<b>NET INCOME/(EXPENDITURE) BEFORE GAINS AND LOSSES ON INVESTMENTS</b>		<b>(42,187)</b>	<b>(35,308)</b>	<b>-</b>	<b>(77,495)</b>	<b>(306,876)</b>	<b>(33,542)</b>	<b>(19,037)</b>	<b>(359,455)</b>
Net (Losses)/Gains on investments	18	(130,441)	-	-	(130,441)	10,744	-	-	10,744
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		<b>(172,628)</b>	<b>(35,308)</b>	<b>-</b>	<b>(207,936)</b>	<b>(296,132)</b>	<b>(33,542)</b>	<b>(19,037)</b>	<b>(348,711)</b>
Transfers between Funds	19	-	-	-	-	1,000,000	(1,000,000)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(172,628)</b>	<b>(35,308)</b>	<b>-</b>	<b>(207,936)</b>	<b>703,868</b>	<b>(1,033,542)</b>	<b>(19,037)</b>	<b>(348,711)</b>
<b>Reconciliation of Funds:</b>									
<b>TOTAL Funds Brought Forward at 1 April 2019</b>		<b>5,230,091</b>	<b>35,308</b>	<b>-</b>	<b>5,265,399</b>	<b>4,526,223</b>	<b>1,068,850</b>	<b>19,037</b>	<b>5,614,110</b>
<b>TOTAL Funds Carried Forward at 31 March 2020</b>	21	<b>5,057,463</b>	<b>-</b>	<b>-</b>	<b>5,057,463</b>	<b>5,230,091</b>	<b>35,308</b>	<b>-</b>	<b>5,265,399</b>

All of the above results are derived from continuing activities and all losses recognised in the year are included above.

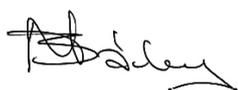
Unrealised losses on investments have been included in the statement of financial activities as required by the Statement of Recommended Practice 'Accounting and Reporting by Charities'.

The surplus for the year for Companies Act purposes comprises the net incoming resources for the year plus realised losses on investments, and unrealised property revaluation and was £150,040 (2019 – £365,354 deficit).

## Consolidated balance sheet at 31 March 2020

	Notes	2020 £	2020 £	2019 £	2019 £
<b>FIXED ASSETS:</b>					
Tangible assets	9	2,520,994		3,307,301	
Intangible assets	10	442,746		488,549	
Investments	11	1,947,664		2,042,291	
			<b>4,911,404</b>		<b>5,838,141</b>
<b>CURRENT ASSETS:</b>					
Stocks	12	-		2,879	
Debtors	13	2,044,485		2,138,189	
Fixed term deposits		1,500,000		500,000	
Cash at bank and in hand		1,447,798		1,450,837	
		4,992,283		4,091,905	
<b>CREDITORS:</b> Amounts falling due within one year	14	4,846,224		4,664,647	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			146,059		(572,742)
<b>NET ASSETS</b>			<b>5,057,463</b>		<b>5,265,399</b>
<b>RESTRICTED FUNDS</b>	19		-		-
<b>UNRESTRICTED FUNDS:</b>					
General income fund	21	4,992,463		4,926,567	
Designated funds	19	-		35,308	
Property revaluation reserve	15	65,000		303,524	
<b>Total Unrestricted Funds</b>			<b>5,057,463</b>		<b>5,265,399</b>
<b>TOTAL FUNDS</b>			<b>5,057,463</b>		<b>5,265,399</b>

On behalf of the Board of Governors



**N Bailey**  
Chair

Approved by the Board of Governors on  
11 September 2020

## Balance sheet at 31 March 2020

	Notes	2020 £	2020 £	2019 £	2019 £
<b>FIXED ASSETS:</b>					
Tangible assets	9	2,520,994		3,307,301	
Intangible assets	10	442,746		488,549	
Investments	11	1,947,664		2,042,291	
			<b>4,911,404</b>		<b>5,838,141</b>
<b>CURRENT ASSETS:</b>					
Stocks	12	-		2,879	
Debtors	13	2,057,181		2,134,398	
Fixed term deposits		1,500,000		500,000	
Cash at bank and in hand		1,413,934		1,422,358	
		<b>4,971,115</b>		<b>4,059,635</b>	
<b>CREDITORS:</b> Amounts falling due within one year	14	4,825,759		4,633,082	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<b>145,356</b>		<b>(573,446)</b>
<b>NET ASSETS</b>			<b>5,056,760</b>		<b>5,264,694</b>
<b>RESTRICTED FUNDS</b>	19		-		-
<b>UNRESTRICTED FUNDS:</b>					
General income fund		4,991,760		4,925,862	
Designated Funds	19	-		35,308	
Property revaluation reserve	15	65,000		303,524	
<b>Total Unrestricted Funds</b>			<b>5,056,760</b>		<b>5,264,694</b>
<b>TOTAL FUNDS</b>			<b>5,056,760</b>		<b>5,264,694</b>

On behalf of the Board of Governors



**N Bailey**  
Chair

Approved by the Board of Governors on  
11 September 2020

## Consolidated cashflow statement for the year ended 31 March 2020

	2020 £	2019 £
<b>Net cash (used in)/provided by operating activities</b>	1,331,970	175,234
<b>Cash flows from investing activities:</b>		
Dividends and interest from investments	61,577	58,827
Purchase of property and equipment	(8,634)	(84,750)
Purchase of intangible assets	(352,138)	(380,331)
Proceeds from sale of investments	475,793	233,867
Purchase of investments	(326,525)	(170,321)
<b>Net cash provided by (used in) investing activities</b>	<b>(149,927)</b>	<b>(342,708)</b>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>1,182,043</b>	<b>(167,474)</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>	<b>2,083,338</b>	<b>2,250,812</b>
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>3,265,381</b>	<b>2,083,338</b>

	2020 £	2019 £
<b>Net movement in funds for the reporting period (as per the statement of financial activities)</b>	<b>(207,936)</b>	<b>(348,711)</b>
<b>Adjustments for:</b>		
Depreciation	89,441	88,221
Amortisation	397,941	336,058
Property Revaluation (Gains)/Losses	705,500	-
Losses/(Gains) on investments	130,441	(10,744)
Dividends and interest from investments	(61,577)	(58,827)
Losses on sale of fixed assets	-	639
(Increase)/Decrease in stock	2,879	1,367
Increase in debtors	93,704	(1,647,007)
(Increase)/Decrease in creditors	181,577	1,814,238
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>1,331,970</b>	<b>175,234</b>

	2020 £	2019 £
Cash in hand	1,447,798	1,450,837
Fixed term deposits	1,500,000	500,000
Cash held in investments	317,583	132,501
<b>Total cash and cash equivalents</b>	<b>3,265,381</b>	<b>2,083,338</b>

# Notes to the financial statements for the year ended 31 March 2020

## 1. Accounting policies

### Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of listed investments and freehold property to market value, and comply with United Kingdom Generally Accepted Accounting Principles and Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2015 (FRS102) effective January 2015) and with the Companies Act 2006. All figures are exclusive of value added tax.

### Basis of consolidation

The group financial statements consolidate the financial statements of the company and its wholly owned subsidiaries on a line by line basis. A separate Statement of Financial Activities, or Income and Expenditure Account, for the Charity itself is not presented because the Charity has taken advantage of the exemptions afforded by Section 408 of the Companies Act 2011.

### Going concern

The accounts have been prepared on a going concern basis. Having carried out a detailed review of the group's position and its forecasts at the date of signing the accounts and with regard to the challenges presented by the current economic and health climate, the governors are satisfied that the group has sufficient cash flows to meet its liabilities as they fall due for at least one year from the date of approval of the accounts. The governors consider that the company has adequate resources to enable it to continue in operational existence for the foreseeable future.

### Key judgements and assumptions

There are no key judgements that have a significant effect on the accounts or assumptions that have a significant risk of causing a material adjustment in the next reporting period.

### Fund accounting

General income funds are unrestricted funds which are available for use at the discretion of the Board of Governors in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Board of Governors for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes.

### **Incoming resources**

Subscriptions are accounted for in the period in which the service is provided. All other income is included in the period in which it is receivable.

The value of services provided by volunteers has not been included.

All income from departments is treated as furthering the charity's objectives since it either relates to the membership of an accredited body to enhance the public's confidence or the sale of publications and training aids and facilities to improve the standard of counselling and psychotherapy in the UK.

### **Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

### **Operating leases**

Operating lease rentals are charged to the Statement of Financial Activities on payment.

### **Pensions**

The company contributes towards a group defined contribution pension scheme for employees. Contributions are charged to the Statement of Financial Activities in the period in which they are made.

### **Irrecoverable value added tax**

As the membership subscriptions are exempt from value added tax, there is a restriction in the amount of input value added tax that the group is allowed to reclaim on its expenses.

### **Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £5,000 (2019 £2,000) are capitalised and included at cost together with any incidental costs of acquisition.

Depreciation is provided so as to write off the cost, less estimated residual value, of tangible fixed assets, over their estimated useful lives as follows:

Freehold property	not provided
Equipment and accessories	33% per annum - straight line basis
Office furniture and equipment	20% per annum - straight line basis

The Governors are of the opinion that the residual value of the freehold property is at least equal to the book value, therefore, no depreciation is provided.

## Notes to the financial statements for the year ended 31 March 2020

### **Intangible assets and amortisation**

Intangible assets consisting of direct costs associated with the build of a replacement membership database and website together with wider IT infrastructure upgrades are capitalised and included at cost.

Amortisation will be provided so as to write off the cost, less estimated residual value, of intangible assets, over their estimated useful lives, commencing when the asset comes into service, as follows:

IT infrastructure upgrades	33% per annum - straight line basis
----------------------------	-------------------------------------

### **Investments**

Listed investments are stated at market value on the balance sheet date.

Realised and unrealised gains and losses are included in the Statement of Financial Activities.

### **Stocks**

These are valued on a first in, first out basis, at the lower of cost and net realisable value.

### **Debtors**

Debtors are brought into the financial statements where there is a reasonable certainty of collection. They are valued at the actual amount that will be received where this can be ascertained, otherwise a pro-rata basis or best estimate valuation is used.

### **Bank and cash**

Bank and cash balances are included in the balance sheet at the sterling equivalent of the actual amounts held.

### **Creditors and deferred income**

Creditors are brought into the financial statements where there is a reasonable certainty that a liability exists. They are valued at the transaction price where ascertainable, otherwise a pro-rata basis or best estimate valuation is used.

Deferred income is provided to match advance payments for conferences, events and advertising etc., to the period in which the service will be provided.

## 2. Company status

The company is a company limited by guarantee. The company registration number is 02175320 (incorporated in the United Kingdom 8 October 1987), the charity registration number is 298361. BACP is a Public Benefit Entity under FRS 102.

The governing documents are the Articles of Association and the Standing Orders of the company, the members of the Board of Governors are Directors of the Company and Trustees under Charity Law.

The registered office is BACP House, 15 St John's Business Park, Lutterworth, Leicestershire, LE17 4HB this also serves as the principal place of business.

All individual members guarantee an amount not to exceed £1 payable in the event of the company being wound up with a deficiency of net assets. At 31 March 2020 there were 52,095 members (2019 – 48,834).

## 3. Income from charitable activities

	<b>2020</b>	2019
	<b>£</b>	£
Membership subscriptions	7,804,414	7,248,120
Income from publications	523,682	296,269
Accreditation	244,908	198,150
Conferences and events	115,976	288,085
<b>Total Group</b>	<b>8,688,980</b>	8,030,624

# Notes to the financial statements for the year ended 31 March 2020

## 4. Expenditure on charitable activities

	New Projects and programmes £	Representing the Profession £	Register £	Research £	Governance £	Designated £	Restricted £	2020 Total £	2019 Total £
<b>STAFF COSTS</b>									
Staff and Contractors	594,412	2,185,388	677,546	230,597	187,094	35,308	-	3,910,345	3,862,255
Restructuring	-	-	-	-	-	-	-	-	-
	594,412	2,185,388	677,546	230,597	187,094	35,308	-	3,910,345	3,862,255
<b>OTHER DIRECT COSTS</b>									
Office Expenses	17,641	95,820	14,895	7,019	26	-	-	135,401	168,542
Recruitment and Staff Costs	22,334	3,283	6,201	552	40	-	-	32,410	103,785
Travel and Committees	3,550	86,210	3,591	11,879	32,111	-	-	137,341	128,211
Annual General Meeting	-	-	-	-	25,435	-	-	25,435	40,742
Information Technology	2,802	40	-	-	-	-	-	2,842	-
Events	12,571	68,124	124	54	-	-	-	80,873	322,340
Projects	66,771	19,317	113,355	51	-	-	-	199,493	305,536
Bursaries	34,384	-	-	2,776	-	-	-	37,160	22,031
Property Running Costs	3,155	2,715	-	-	-	-	-	5,870	399
Professional Fees	5,000	3,355	6,769	-	38,273	-	-	53,397	60,388
Auditors Remuneration	-	-	-	-	12,750	-	-	12,750	9,100
Journals and Publications	530	935,966	-	101,277	-	-	-	1,037,773	1,123,499
Hearings	-	-	92,170	-	-	-	-	92,170	74,828
Research	96	429	115	40,389	-	-	-	41,030	74,427
<b>TOTAL DIRECT COSTS</b>	<b>763,246</b>	<b>3,400,647</b>	<b>914,767</b>	<b>394,593</b>	<b>295,729</b>	<b>35,308</b>	<b>-</b>	<b>5,804,290</b>	<b>6,296,083</b>
<b>SUPPORT COSTS</b>									
Office Expenses	114,051	508,154	136,692	58,959	-	-	-	817,856	783,174
Property Revaluation (Gain)\Loss	98,382	438,342	117,913	50,863	-	-	-	705,500	-
Recruitment and Staff Costs	9,604	42,790	11,511	4,965	-	-	-	68,870	100,408
Travel and Committees	3,834	17,083	4,595	1,982	-	-	-	27,494	48,436
Staff and Contractors	167,534	746,447	200,793	86,614	-	-	-	1,201,386	1,092,053
Information Technology	29,256	130,351	35,064	15,125	-	-	-	209,796	220,875
Property Running Costs	12,311	54,854	14,756	6,365	-	-	-	88,286	203,677
Professional Fees	4,332	19,303	5,192	2,240	-	-	-	31,067	77,440
	439,304	1,957,322	526,516	227,113				3,150,255	2,526,063
Reallocation of Governance costs	41,125	183,234	49,290	22,080	(295,729)			-	-
<b>TOTAL SUPPORT AND GOVERNANCE COSTS</b>	<b>480,430</b>	<b>2,140,556</b>	<b>575,805</b>	<b>249,194</b>	<b>(295,729)</b>	<b>-</b>	<b>-</b>	<b>3,150,255</b>	<b>2,526,063</b>
<b>TOTAL COSTS</b>	<b>1,243,676</b>	<b>5,541,203</b>	<b>1,490,572</b>	<b>643,786</b>	<b>-</b>	<b>35,308</b>	<b>-</b>	<b>8,954,545</b>	<b>8,822,146</b>

## 5. Activities of subsidiaries

The Charity has one subsidiary, BACP Enterprises Limited. It owns the entire share capital of 1,000 shares of £1 each in BACP Enterprises Limited, a company incorporated in the United Kingdom.

BACP Enterprises Limited (company registration number 1064190) was originally donated to the British Association for Counselling and Psychotherapy and therefore there is no cost of investment in the balance sheet of the British Association for Counselling and Psychotherapy. BACP Enterprises Limited deals with income raised from advertisements placed in the Therapy Today Journal (TT), Counselling and Psychotherapy Research Journal (CPR) and Divisional journals produced by the British Association for Counselling and Psychotherapy. It is a trading subsidiary and gifts Net Profit to the parent company the British Association for Counselling and Psychotherapy.

	<b>BACP Enterprises Limited 2020 £</b>	<i>BACP Enterprises Limited 2019 £</i>
Turnover	593,802	452,068
Administrative expenses	(458,648)	(104,752)
<b>Net profit</b>	135,154	347,316
Amount gifted	(135,154)	(347,316)
Retained profit brought forward	-	-
<b>Retained profit</b>	-	-

### The assets and liabilities of the subsidiaries were:

Current assets	92,840	93,257
Creditors: amounts falling due within one year	(92,135)	(92,552)
Total net assets	705	705
Aggregate share capital and reserves	705	705

## 6. Investment income

	<b>2020 £</b>	2019 £
<b>INVESTMENT INCOME</b>		
Interest receivable	3,259	5,498
Dividends and other investment income	58,318	53,329
	<b>61,577</b>	<b>58,827</b>
<b>Cost of raising funds:</b>		
Fund management charges	21,673	20,331

## Notes to the financial statements for the year ended 31 March 2020

### 7. Staff numbers and costs

	2020	2019
The average number of employees (including part-time staff) by activity during the year was:		
Support Services	22	19
New Projects and Programmes	11	13
Representing the Profession	51	47
Governance	3	3
BACP Registers	15	15
Research	6	7
Enterprises	6	6
	<b>114</b>	<b>110</b>

	2020	2019
The number of employees, whose total employee benefits (excluding employers pension costs) was over £60,000 per annum was as follows:		
£60,001 - £70,000	2	4
£70,000 - £80,000	2	-
£80,000 - £90,000	1	-
£90,001 - £100,000	1	1
£100,001 - £110,000	1	-
£110,001 - £120,000	-	1
£120,001 - £130,000	-	-
£130,001 - £140,000	1	1

Contributions to the pension scheme for higher paid employees amounted to £55,204 for the year (2019 – £41,802).

The total employee remuneration received during the year by the key management personnel active in the organisation at the balance sheet date was £753,025 (2019 – £852,572).

During the year members of the Board of Governors have been reimbursed for travelling and accommodation costs amounting to £6,138 (2019 – £7,218). Other amounts paid directly in respect of accommodation and travel amounted to £19,646 (2019 – £22,291). Twelve trustees had expenses reimbursed during the year (2019 – thirteen).

	<b>2020</b>	2019
	<b>£</b>	£
The aggregate payroll costs amounted to:		
Wages and salaries	4,457,829	4,214,833
Social security costs	401,625	374,828
Other pension costs	213,753	205,347
Death in service	26,063	22,000
	<b>5,099,270</b>	<b>4,817,007</b>

## 8. Fees payable to auditors

	<b>The Group</b>		<b>The Company</b>	
	<b>2020</b>	2019	<b>2020</b>	2019
	<b>£</b>	£	<b>£</b>	£
Relating to audit services	16,250	10,450	12,750	9,100
Relating to non-audit services	5,000	3,061	5,000	2,988
	<b>21,250</b>	<b>13,511</b>	<b>17,750</b>	<b>12,088</b>

## Notes to the financial statements for the year ended 31 March 2020

### 9. Tangible fixed assets (Group and Company)

	Computer equipment & accessories £	Office furniture & equipment £	Freehold property £	Total £
<b>Cost</b>				
At 1 April 2019	394,328	91,169	3,188,000	3,673,497
Additions	8,634			8,634
Disposals	(4,143)	(2,000)		(6,143)
Revaluation			(705,500)	(705,500)
At 31 March 2020	398,819	89,169	2,482,500	2,970,488
<b>Depreciation</b>				
At 1 April 2019	278,518	87,678	-	366,196
Charge for the year	86,545	2,896	-	89,441
Disposals	(4,143)	(2,000)	-	(6,143)
At 31 March 2020	360,920	88,574	-	449,494
<b>Net book value</b>				
<b>At 31 March 2020</b>	37,899	595	2,482,500	2,520,994
At 1 April 2019	115,810	3,491	3,188,000	3,307,301

Cost/Valuation at 31 March 2020 is represented by:

	Computer equipment & accessories £	Office furniture & equipment £	Freehold property £	Total £
Cost	398,819	89,169	-	487,988
Build Cost	-	-	1,767,310	1,767,310
Fit Out and Professional Costs	-	-	767,166	767,166
Purchase Cost	-	-	350,000	350,000
	398,819	89,169	2,884,476	3,372,464
Surplus on valuation in 2007	-	-	65,524	65,524
Surplus on valuation in 2013	-	-	200,000	200,000
Surplus on valuation in 2014	-	-	38,000	38,000
Deficit on valuation in 2019	-	-	(705,500)	(705,500)
	398,819	89,169	2,482,500	2,970,488

If the freehold properties had not been revalued they would have been included at the following historical cost:

	2020 £	2019 £
Cost	2,884,476	2,884,476

The freehold property, known as BACP House, was valued on an open market basis on 28th November 2019 by Ernest Hawk, Chartered Surveyors.

The freehold property, known as Unit 3, was valued for the vendors on an open market basis on 28th November 2019 by Ernest Hawk, Chartered Surveyors.

Unit 3 was purchased at a discount for £350,000, the Governors agreed to adopt the open market value of £388,000.

## 10. Intangible assets

	Database & Website Costs £	Time and Attendance £	Finance System £	Total £
<b>Cost</b>				
At 1 April 2019	956,120	24,460	43,675	1,024,255
Additions	350,000		2,138	352,138
Disposals				
Revaluation				
At 31 March 2019	1,306,120	24,460	45,813	1,376,393
<b>Amortisation</b>				
At 1 April 2018	521,148	-	14,558	535,706
Charge for the year	374,665	8,153	15,123	397,941
Disposals				
At 31 March 2019	895,813	8,153	29,681	933,647
<b>Net book value</b>				
<b>At 31 March 2020</b>	410,307	16,307	16,132	442,746
At 1 April 2019	434,972	24,460	29,117	488,549

Amortisation has only been provided for assets in use. The amortisation charge is included within office expenses in the SORP grid in note 4

## Notes to the financial statements for the year ended 31 March 2020

### 11. Investments (Group and Company)

	2020 £	2019 £
<b>Market value</b>		
Opening market value	1,909,780	1,962,582
Additions	326,525	170,321
Disposals at opening market value	(475,793)	(239,766)
	1,760,512	1,893,137
Unrealised (loss)/profit on investments	(130,441)	16,643
<b>At 31 March 2020</b>	<b>1,630,071</b>	<b>1,909,780</b>
Cash held by Investment Managers	317,583	132,501
	1,947,654	2,042,281
Shares in property management service company relating to freehold property in Lutterworth	10	10
	<b>1,947,664</b>	<b>2,042,291</b>

The historical cost of the investment portfolio (excluding cash) at 31st March 2020 was £1,668,526 (2019 – £1,809,082).

All the investments are held primarily to provide an investment return for the charity.

	2020 £	2019 £
Investments at market value comprised:		
Fixed interest securities	544,763	776,714
Equities	851,772	1,015,820
Property	233,536	117,246
	<b>1,630,071</b>	<b>1,909,780</b>

### 12. Stocks (Group and Company)

	2020 £	2019 £
Printing and stationery	-	2,879
	-	2,879

## 13. Debtors

	The Group		The Company	
	2020 £	2019 £	2020 £	2019 £
Trade debtors	1,856,026	1,827,118	1,856,019	1,792,603
Amount owed from subsidiaries: – BACP Enterprises Limited	-	-	69,935	60,988
Other debtors	58,393	87,032	1,161	56,937
Prepayments	130,066	224,039	130,066	223,870
	<b>2,044,485</b>	<b>2,138,189</b>	<b>2,057,181</b>	<b>2,134,398</b>

## 14. Creditors: amounts falling due within one year

	The Group		The Company	
	2020 £	2019 £	2020 £	2019 £
Trade creditors	168,174	480,182	168,141	479,351
Amount owed to subsidiaries: – BACP Enterprises Limited	-	-	-	-
Social security and other taxes	129,853	164,256	131,590	147,501
Accruals	339,049	150,232	325,237	141,198
Deferred income	8,357	35,639	-	30,694
	645,433	830,309	624,968	798,744
Membership and United Kingdom register fees in advance	3,807,717	3,545,311	3,807,717	3,545,311
Other subscriptions received in advance	393,074	289,027	393,074	289,027
	<b>4,846,224</b>	<b>4,664,647</b>	<b>4,825,759</b>	<b>4,633,082</b>

### Deferred income

	Group	Company
	2020 £	2020 £
Brought forward at 1 April 2019	35,639	30,694
Released during year	35,639	30,694
Total invoiced in year	112,654	83,450
Carried forward at 31 March 2020	(8,357)	-
Total income in year	<b>139,936</b>	<b>114,144</b>

Deferred income relates to member events, this business was transferred to BACP Enterprises, from BACP during the financial year.

## Notes to the financial statements for the year ended 31 March 2020

### 15. Revaluation reserve

	The Group		The Company	
	2020 £	2019 £	2020 £	2019 £
Refer to note 9 for full details.	65,000	303,524	65,000	303,524
	<b>65,000</b>	<b>303,524</b>	<b>65,000</b>	<b>303,524</b>

### 16. Operating lease commitments

At 31 March 2020, the company had total commitments under non-cancellable operating leases as follows:

	2020 £	2019 £
Within one year:	-	-
	-	-

### 17. Capital commitments

At 31 March 2020, the company had capital commitments as follows:

	2020 £	2019 £
Within one year:		
Database & Website Costs	-	180,000
Finance System	-	-
	-	180,000

### 18. Unrestricted general income fund (Group and Company)

The general income fund balance includes the unrealised investment reserve as follows:

	2020 £	2019 £
Unrealised gains at 1 April 2019	100,698	91,728
(Gains)/Losses realised on investments against market value at 1 April 2019	(19,702)	(7,673)
	80,996	84,055
Unrealised gains/(losses) for the year	(119,452)	16,643
<b>Unrealised gains at 31 March 2020</b>	<b>(38,456)</b>	<b>100,698</b>

## 19. Designated and restricted funds

	Research Fund £	Insurance Fund £	Restricted Funds £	Total £
<i>Funds as 1 April 2018</i>	68,850	1,000,000	19,037	1,087,887
<i>Income</i>	-	-	-	-
<i>Expenditure</i>	(33,542)	-	(19,037)	(52,579)
	35,308	1,000,000	-	1,035,308
<i>Transfers</i>	-	(1,000,000)	-	(1,000,000)
<b>Funds as 1 April 2019</b>	<b>35,308</b>	<b>-</b>	<b>-</b>	<b>35,308</b>
<i>Income</i>	-	-	-	-
<i>Expenditure</i>	(35,308)	-	-	(35,308)
<i>Transfers</i>	-	-	-	-
<b>Funds at 31 March 2020</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 20. Related parties

Agreement to pay for the Chair's, Deputy Chair's and Governor's time was sought from and agreed by the Charity Commission.

	2020 £	2019 £
A Reeves, (Chair person)	3,465	14,500
C Sibbett, (Deputy Chair person)	819	5,689

## 21. Analysis of group net assets between funds

	General £	Designated £	Restricted £	Total £
<i>Tangible Assets</i>	3,003,777	-	-	3,003,777
<i>Intangible Assets</i>	488,549	-	-	488,549
<i>Investments</i>	2,042,291	-	-	2,042,291
<i>Net Current (Liabilities)/Assets</i>	(608,050)	35,308	-	(572,742)
	4,926,567	35,308	-	4,961,875
<i>Revaluation Reserve</i>	303,524	-	-	303,524
<i>As at 31 March 2019</i>	5,230,091	35,308	-	5,265,398
<i>Tangible Assets</i>	2,455,994	-	-	2,455,994
<i>Intangible Assets</i>	442,746	-	-	442,746
<i>Investments</i>	1,947,664	-	-	1,947,664
<i>Net Current (Liabilities)/Assets</i>	146,059	-	-	146,059
	4,992,463	-	-	4,992,463
<i>Revaluation Reserve</i>	65,000	-	-	65,000
<b>As at 31 March 2020</b>	<b>5,057,463</b>	<b>-</b>	<b>-</b>	<b>5,057,463</b>

## Professional advisers

### Auditors

#### **RSM UK Audit LLP**

Rivermead House  
7 Lewis Court  
Grove Park  
Leicester, LE19 1SD

### Solicitors

#### **Brethertons**

Montague House  
2 Clifton Road  
Rugby, CV21 3PX

#### **Russell Cooke**

2 Putney Hill  
London, SW15 6AB

### Bankers

#### **Lloyds Bank Plc**

14 Church Street  
Rugby, CV21 3PL

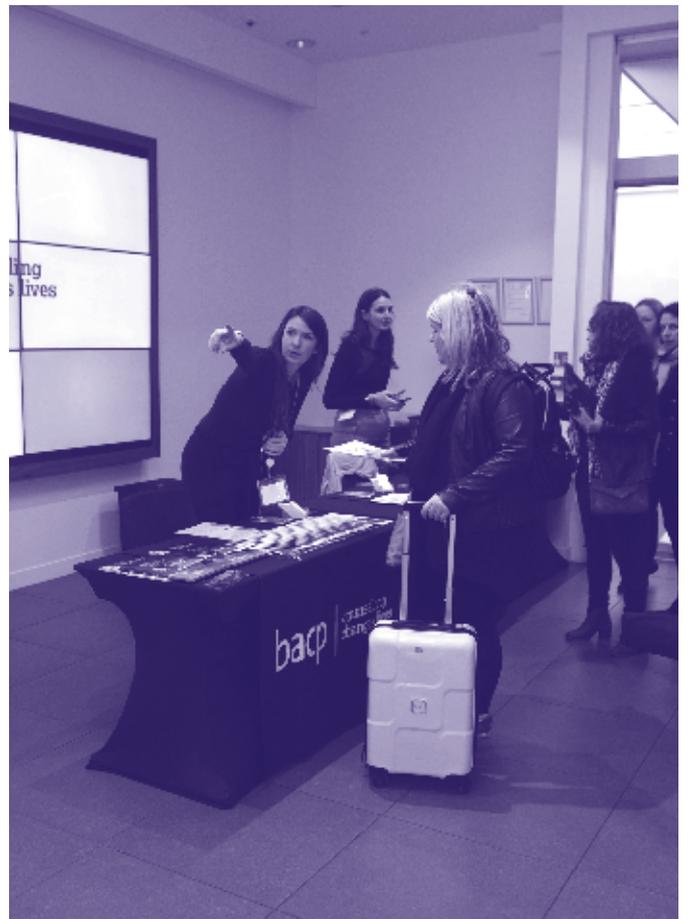
### Investment brokers

#### **SG Kleinwort Hambros Bank Ltd**

5th Floor  
8 St James's Square  
London, SW1Y 4JU



Pictures taken during our Children, Young People and Families conference in February 2020.



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