



www.babcp.com



Annual Report 2014



Annual General Meeting
University of Birmingham
Thursday 24 July 2014 at 6.00pm

CONTENTS	PAGE
Letter from President Trudie Chalder	2 - 3
Agenda	4 - 5
Minutes of the 2013 Annual General Meeting	6 - 11
Special Resolutions	12 - 13
Membership Subscriptions	14
Report and Financial Statements	15



Letter from the BABCP President to the Annual General Meeting 2014

At this year's Annual General Meeting I will stand down as President of the BABCP. Serving in this role has not always been easy but it has been worthwhile because of our shared commitment in promoting CBT. As of 1 July, we have nearly 10,000 members. I am sure you will agree this is a remarkable achievement given how many of you have faced, and continue to face, the impact of difficult economic conditions and drastic cuts to budgets. These cuts affect therapists and patients alike. Many vulnerable members of our society are not only suffering as a result of their problem but also because they are unable to access help due to NHS cuts.

During these challenging times we are mindful about championing and supporting diversity. In this vein, our Trustee lead for diversity, Allan Brownrigg, will help to ensure that BABCP continues to contribute in a wider social context. As many of you will know, BABCP was at a round table meeting on gay conversion therapy with the Health Minister Norman Lamb at the Department of Health in London earlier this year. Conversion therapy is a form of 'therapy' which aims to 'reprogram' a person's sexual orientation from same to opposite sex attraction. Following the meeting with the Minister, the Board agreed to support a consensus statement, along with organisations such as BPS, BACP and Stonewall, which states same sex attraction should never be regarded as a disorder needing treatment.

More broadly it is important that as the organisation grows we have a solid constitutional base so that the Board and the organisation can function effectively, reduce risk and minimise time spent on non-productive matters. To this effect Rob Newell is leading a comprehensive review of all internal policies and procedures including clear guidance on when to seek independent advice from experts. The Board will discuss recommendations and we will of course consult with the membership before fundamental changes, if necessary, are implemented.

This has been the first year where direct representation has been facilitated on the National Committees Forum for Scotland, Wales and all Ireland. Listening to and learning from the experience of those working within Scotland, Wales and all Ireland is critical if we are to remain inclusive, topical and politically astute. I would like to congratulate the considerable efforts of our Scottish, Welsh and Irish members who are doing so much to broaden the status and reputation of BABCP across the UK and Ireland. More specifically, a highly successful inaugural event was organised by the three Welsh Branches earlier this year. Maggie Fookes, Chair of CBT4Wales, provides a more detailed account later within this Annual Report. The Irish Association is working with the Board on a development plan, which will include a strategy for increasing the numbers of accredited members. Last but not least Scotland continues to provide high quality training across the country.

BABCP accreditation continues to expand and develop at all levels. This is borne out by the fact that almost half of our members are now accredited. This is not a time for complacency, however, and we still need to explore how the value of our accreditation services can be better understood both by those using and providing CBT services.

It is important to acknowledge that CBT continues to prevail as one of the most effective, evidence-based treatments for a widening range of health problems. Of course we need to be mindful of new evidence if we are to maintain the highest quality in CBT provision. However, while BABCP is not in the business of reviewing the evidence, it consistently offers many opportunities for us to keep on top of cutting edge research through our excellent CPD programme in the Branch networks and at the annual Conference.

It only remains for me to thank you for your continuing commitment to BABCP. I am sure that my successor, Professor Rob Newell, will guide BABCP to an even stronger position in the next two years.

With best wishes



Professor Trudie Chalder

BABCP President

Annual General Meeting Agenda

Thursday 24 July 2014 at 6.00pm

- 1 Apologies for Absence
- 2 Minutes of the 2013 Annual General Meeting
- 3 Matters arising from the 2013 Annual General Meeting minutes
- 4 Annual reports 2013/14 including:
 - President
 - Treasurer
 - Committee Chairs and Trustees

5 Resolutions to amend the Articles of Association of BABCP

a Article 6 shall be amended to be replaced by the following Article:

Specific changes are proposed to Article 6 referring to Interim Complaints and Disciplinary Procedures Governing Members to allow for amendment. BABCP Board contends the amended policy and procedure better reflects the needs of the Association. This follows Board consultation with the membership over the current Interim Complaints and Disciplinary Procedures Governing Members.

The BABCP Complaints and Disciplinary Procedures Governing Members as recommended by the Board are attached.

b To Amend the Articles of Association

Administrative changes are proposed in relation to BABCP's Memorandum and Articles of Association as follows.

- I To add 'membership' to Article 5(c) to now read; 'There shall be no membership subscription fee for Honorary Fellows'.
- II To remove 'No person may be a Director and if' from Article 20 to now read; 'A Director shall cease to hold office if he...'
- III To replace 'The Secretary, Treasurer and Elected members shall not be eligible for re-election to the same office for a further 12 months after completing three consecutive years of office' in Article 22(e) with; 'Trustees can hold office for two terms if successfully re-elected, except the President who can only serve one term in this position before a two year gap. Following the serving of two consecutive full terms in office a trustee must have a gap of one year before seeking re-election'.
- IV To add Article 22(i); 'Any member requested to resign or that is removed from the Board, will not normally be eligible for election to the Board or hold any BABCP committee position for a period of five consecutive years following the date of vacation'.
- V To add as a last sentence to Article 23; 'Decisions will be carried by majority (as in Article 11)'.

VI In addition the following internal references within the following articles are in need of amendment:

Proposed Amendment to	Current Reference	Amend to
Article 11	Article 21	Article 22
Article 22 (b)	Article 21 (f)	Article 22 (f)
Article 22 (f)	Article 21	Article 22
Article 22 (g)	Article 21	Article 22
Article 30 (c)	Article 22	Article 23
Article 36	Article 18	Article 21

6 Proposed Member Motion; 2015 EABCT Congress in Jerusalem

7 Membership Subscription 2014/15

The Board of Directors (Trustees) will propose rates of membership subscriptions to apply from 1 October 2014 to 30 September 2015. The recommendations of the Board are attached.

8 Announcement Regarding Removal of Board Member

9 Election of Board Members for 2013/14 *

- a Honorary Secretary (three-year term)
- b Two Elected Members (three-year term)
- c One Elected Member (one-year term)

**No ballot was required*

10 Honorary Fellow

11 Fellow

12 Branch of the Year

13 Any Other Business

Minutes of the Annual General Meeting

Thursday 18 July 2013 Imperial College London

The following 60 members attended:

Jennie Beattie, Barnsley; Jonathan Linstead, Barnsley; Mary Taylor-Davies, Dorset; Craig Steel, Oxford; Shirley Reynolds, Norwich; Helen Nightingale, Isle of Man; Keith Furey, Kent; David Veale, London; Neil Freud, Cardiff; Shelia Brennan, South Wales; Colin Coxall, London; Laura Black, Edinburgh; Pavlo Kanellakis, Kent; Amanda Cole, Devon; Steve Flatt, North Wales; Philip Tata, London; Freda McManus, Oxford; Melanie Fennell, Oxford; Lorna Tever, Oxford; Ann Hackman, Oxford; Paul Salkovskis, Bath; Mark Latham, York; Mabel Martinelli, Cambridge; Lee Brosan, Cambridge; Steve Scott, London; Mark Addis, Derbyshire; Katy Grazebrook, Kent; Rob Newell, Skipton; Gerry McErlane, County Derry; Tom Reeves, Durham; Trudie Chalder, London; Helen Macdonald, Sheffield; Caroline Williams, Northwich; Faramarz Hashempour, North Wales; Charles McConnochie, Scotland; Carolyn Quinn, Bury; Howard Lomas, Scotland; Sally Pugh, Scotland; Chris Williams, Glasgow; John Kentish, London; Chris Cullen, Staffordshire; John Taylor, Newcastle; Gordon Deakin, Devon; Victoria Williams, Swansea; Stephen Palmer, London; Ben Wright, London; Mike Davison, North Wales; Jim Willis, Kent; Fiona Allen, Cambridge; Francis Lille, London; Terry Cromey, Northern Ireland; Andrew Robinson, Scotland; Hannah Whitney, Reading; Pam Myles, Reading; David Jeffery, Exeter; Rachel Handley, Exeter; Debbie Williams, Exeter; Damian Price, Ireland; Ken Lewis, Chester; Brenda Davis, Brighton.

Also in attendance (not voting)

Stephen Gregson, BABCP employee; Jake Clark, BABCP employee; Peter Elliott, BABCP employee; Ann Nagle, BABCP employee; Janine Turner, BABCP employee; Ross White, BABCP employee

Trudie Chalder, President, welcomed everyone to the Annual General Meeting.

1 Apologies for Absence

Linda Matthews

2 Minutes of the Annual General Meeting 28 June 2012

The minutes of the Annual General Meeting of 28 June 2012 were accepted as a true record and signed by Trudie Chalder, President, and Gerry McErlane, Honorary Treasurer.

3 Matters arising from the 2012 Annual General Meeting minutes

There were no matters arising. However, the President informed the AGM that the Board has set up a Policy and Procedures Audit Committee.

4 Annual Reports 2012/2013

Reports from the President, Trustees and Committee Chairs

The President requested those present read the reports contained in the 2012-13 BABCP Annual Report. No questions were forthcoming.

Treasurer's Report

The Treasurer summarised the financial statements included in the 2012-13 BABCP Annual Report.

Incoming Resource

The Treasurer reported income generally increased over all areas by a total of around £81,000. Most notably, there were significant increases in Membership Subscriptions (by around £63,000) and Accreditation Fees (by around £26,000). Against this there has been a drop in income from Charitable Activities of around £16,000 compared to last year. This drop is largely due to a reduction in the surplus from the national Conference and Workshops.

Resource Expended

There has been a marginal increase in costs incurred over the period of around £11,000 which is a balance of a number of variances compared to last year's figures. In addition to the Income and Expenditure already stated, there is further income of £9,574 gained from investments. The balance from Income and Expenditure nets down to an operating surplus of nearly £20,000. Added to this is the gain from our investments of around £9,600. The overall balancing surplus comes to £29,463 which gives retained funds carried forward of £381,582.

Board View

The Treasurer reported the Board of Trustees the Finance Committee are relatively happy with the surplus of nearly £30,000, especially as this result has come after a number of years of deficit. The Treasurer also stated that, as a charity and also because a large proportion of BABCP income comes from Membership and Accreditation fees, the Board is mindful to ensure BABCP:

- Receives good value for money where expenditure is incurred
- Observes any internal and external financial rules and regulations
- Ensures financial accountability and good financial leadership
- Manages risk and opportunity professionally
- Makes transparent financial decisions that can stand up to scrutiny

To help follow these aspirations, the Board and senior management are taking a number of steps, such as an internal review being undertaken by BABCP management to report to the Board on the allocation of resource across the organisation and how that resource contributes to the current and future needs of BABCP, or the change or investment needed to help that contribution.

There were no questions from the members present and the accounts were accepted as a true and fair reflection of BABCP financial activity over 2012-13. The Treasurer proposed the membership also accepts Ainsworth's Accountants as BABCP auditors for 2013-14 - Approved.

5 Special resolutions to amend the Articles of Association of BABCP

Specific changes are proposed to Article 6 referring to the Complaints Procedures and Disciplinary Procedures to allow for interim changes to the process to be made until presentation again at the 2014 AGM. Chris Cullen (Complaints and Disciplinary Committee Chair) explained that a new set of procedures has been devised which are not quite so complex and these may be part of a process of enrolling with the Professional Standard Authority and the Accredited Voluntary Register from next year. Acceptance of the proposed interim procedures was asked for with a view to further research and member consultation before further revising these procedures for 2014. Faramarz Hashempour, from the floor, proposed that it would be useful to specify a timeframe by which the interim procedures would be completed. The President

confirmed that the new procedures would be completed by the time of the 2014 AGM and this proposed amendment would be included. The membership approved the resolution, with the condition it would be completed within the following year.

It was also proposed to make an administrative change as follows: In the BABCP Memorandum and Articles of Association, Article 22 (f) – Elections of Board Directors – to amend a typing error to replace where it states '12 months' with '24 months' and allow consistency with Article 22. The membership approved the resolution.

6 Membership Subscriptions 2013/14

The Treasurer explained the BABCP Journal (Behavioural & Cognitive Psychotherapy) will be increased from five to six editions per annum from 2014, whilst the capacity of CBT Today has also seen an increase up to 40 pages. In response, it was proposed to increase Membership subscriptions by £5.00 per annum. It was commented that BABCP should move to e-journals rather than paper journals, however it was noted that, while this was worth exploring, this would not alter the proposed fee increase. The membership then voted and approved the £5.00 increase per annum in the BABCP membership subscription rates for 2013/14.

7 Election of Trustees 2013/14

The President informed the meeting the following are being invited to join the Board as Trustees:

- Rob Newell, elected unopposed, as President-Elect for a period of one year, followed by two years as President, and one year as Past President.
- Allan Brownrigg and Krish Nath, elected unopposed, as Trustees for a period of three years

The President noted that, due to the election of Rob Newell as President Elect, there was a vacancy for one-year on the Board during 2013/14 on a co-opted basis. She invited those present to consider approaching BABCP if this vacancy is of interest.

8 Honorary Fellows

The President stated that the distinction of becoming a BABCP Honorary Fellow is to recognise those members who have made an outstanding contribution to the advancement of CBT and BABCP. This year BABCP is delighted to bestow Honorary Fellowship on the following members:

PROFESSOR CHRISTOPHER WILLIAMS:

Professor Williams has made significant and outstanding contributions to the practice of CBT while also supporting BABCP across the years including as a former President and on various committees. He is a Glasgow-based CBT practitioner, teacher and researcher leading an extensive programme of research evaluating CBT self-help resources. These include books and online treatment manuals for depression, anxiety and eating disorders. His work is largely focussed on health services research while his success in Glasgow has resulted in recognition as a centre of excellence for work in CBT self-help approaches. Christopher's website Living Life to the Full has over 3.5 million hits per month while the Canadian Mental Health Association Bounceback Programme has 26 staff giving telephone support for people using his approach in British Columbia. In the UK, he has been influential in the IAPT initiative and SPIRIT training as well as the Widening Self-Help programmes (WISH) in Scotland. Within Scotland, NHS Living Live (NHS24) provides national free telephone support using his five areas delivery model. Christopher is a medical doctor, a BABCP Accredited practitioner and a Fellow of the Royal College of Psychiatrists. He is also a Professor of Psychological Psychiatry at the University of Glasgow, a Director of the

Glasgow Institute of Psychological Interventions and a member of the HTA Commissioning Board, along with serving on NHS committees.

DR MELANIE FENNEL:

Dr Fennell has made a sustained contribution to CBT training, dissemination and development over a 35-year career. In the 1980s, Melanie conducted the first UK RCT of Cognitive Therapy for depression, disseminating the treatment through a series of workshops which reflected her individual style through role play, clear exposition, good humour and a nurturing approach to teaching. She developed her own CBT approach to low self-esteem and has made significant contributions to Cognitive Therapy for hypochondriasis, PTSD and social anxiety, while more recently she has been drawn to Mindfulness CBT. A founder of the Oxford Cognitive Therapy Course, her teaching work has also spanned many countries across Europe, Australia and the Americas. She is also a prolific author of highly successful training materials.

9 Fellows

The President stated the distinction of BABCP Fellow is to recognise members who have made a significant contribution to the advancement of Behavioural and Cognitive Psychotherapies. This year BABCP is delighted to bestow Honorary Fellowship on the following members:

DR FREDA MCMANUS:

Dr McManus qualified as a Clinical Psychologist in 1995. Her career began in the University of Oxford's Department of Psychiatry as a Research Cognitive Therapist, then moving to the Institute of Psychiatry where she helped set up the Centre for Anxiety Disorders and Trauma at the Maudsley Hospital. She returned to Oxford as a Research Tutor and a Course Director for the University of Oxford's PG Diploma in CBT for the Oxford Cognitive Therapy Centre, as well as a Clinical Research Fellow for the University of Oxford's Department of Psychiatry. Dr McManus has been a Primary Investigator on trials devising and evaluating CBT interventions, provided extensive CBT training in the UK and abroad and is widely published in both training and clinical texts for anxiety disorders and CBT training.

PROFESSOR NEIL FRUDE:

Professor Frude has worked as a university teacher to undergraduates at Cardiff University for 30 years and also in the role of Research Director on the Clinical Psychology Training Course. He still teaches up to postgraduate level at the University of Glamorgan, as well as providing clinical CBT supervision to several health professionals. He is well known for his Book Prescription Scheme which helped raise the profile of CBT in Wales among GPs. It has since been emulated in Ireland, Sweden, New Zealand and Denmark.

HELEN MACDONALD:

Helen Macdonald is widely regarded in the field of research whilst still teaching and lecturing in the UK and Europe. Testament to the quality of her teaching is exemplified by the Sheffield University Senate Teaching Award she received for 2011-2012. She is also an accomplished author including of the bestseller *Overcoming Pain*. Her commitment and work regarding practitioner course accreditation since 2008 has been invaluable whilst she has also been closely involved in the creation of IAPT. She chaired the BABCP Yorkshire Branch in 1999, was elected BABCP Honorary Secretary in 2004 and has served on the BABCP Complaints and Disciplinary Committee since 2001. Since 2011 she has been EABCT Treasurer and Honorary Secretary.

DR ANNE HACKMAN:

Dr Hackman has made major contributions to the development and dissemination of effective cognitive behavioural treatments for anxiety disorders. She has pioneered the systematic use of imagery in changing problematic meanings in cognitive therapy while her work has been disseminated widely through journal articles and her highly regarded book *Oxford Guide to Imagery in Cognitive Therapy*. She has presented papers, symposia and workshops around the world, including at the BABCP Conference as well as the European and World Congresses. She has greatly contributed to developing several new effective treatments of anxiety disorders and pioneered a service for very severe, housebound patients with agoraphobia. Dr Hackman also adapted cognitive therapy for panic, showing that the treatment can be effectively delivered by trained volunteers. She currently teaches in Oxford on both the Cognitive Therapy Diploma and the Advanced Cognitive Therapy courses.

TERRY CROMEY:

Terry Cromey is widely respected and renowned across Ireland and beyond for his work as a CBT practitioner, including with a large number of prisoners serving life sentences at Maghaberry Prison since 2007. Terry led the formation of the original Irish Branch of BABCP in 1981. Since then he has been highly active ensuring Irish members of BABCP have had their training needs met by delivering workshops regularly in Letterkenny, Kilkenny, Dublin, Monaghan, Belfast, Antrim, Bangor, Derry and Cork among others. Terry has also worked in greatly assisting course accreditation in Ireland. Terry gave unwavering support to members in Ireland, reflected by constantly increasing membership numbers in spite of the challenges posed by the Troubles. Terry served on the BABCP Executive Committee for a number of years before becoming Chairman from 1997 to 1998. In 1998 Terry was the Congress Organiser for the EABCT Congress in Cork.

PROFESSOR STEPHEN SCOTT:

Professor Scott is internationally regarded as a leader in cognitive-behavioural parenting interventions. For children with persistent antisocial behaviour (ASB) he has tested the effectiveness of existing parenting programmes and innovated new ones. He published a landmark study showing the high long-term public cost of ASB, which he also presented to the Prime Minister. This influenced the establishment of the National Academy for Parenting Practitioners and Research, which he also directs, training 4,000 practitioners in exclusively evidence-based approaches and benefiting 150,000 children to date. His work influenced the Children and Young Person's Increasing Access to Psychological Therapies (CYP-IAPT) initiative to include parent training for ASB which he leads nationally, including writing its curriculum. He also sits on the overall Expert Reference Group. Professor Scott is the author of the innovative *Fostering Changes* manual which, following an RCT showing its effectiveness for psychologically disturbed foster children, led the government to fund his team to roll it out to all English Local Authorities. He also directs the dissemination of Multidimensional Treatment Foster Care across England, and again arranged for its evaluation through an RCT. He also chaired the development of the NICE Guidelines on ASB and Conduct Disorders, published in March 2013.

JOHN SWAN (bestowed in absentia):

John Swan has been highly influential in Scotland where he is Course Director of the Postgraduate Teaching Programme in CBP at the University of Dundee which achieved a Level 2 BABCP course accreditation, the only Scottish course to have done so. This course has taught over 500 students since its inception in 1990. Clinically, John is part of the Advanced Interventions

Service at Ninewells Hospital in Dundee where his focus is on the treatment of OCD and treating refractory depression. Over the last few years John has led on research into the treatment of Chronic Depression and is about to publish his findings. John is also the first trained and accredited therapist in the UK in CBASP. A BABCP Scottish Branch Committee member since 2005, he also served as its Chair in 2010-2011.

10 Branch of the Year Award

Before the Branch of the Year award was announced Tom Reeves (Branch Liaison Committee Chair) informed the AGM of the death of Neil Harmer (Eastern Counties Branch Liaison Officer) earlier in the week. On behalf of the Branch Liaison Committee, Tom expressed condolences to his family and friends including his Branch and other members he worked with in BABCP.

The President then introduced the Branch of the Year Award by commending the work of the Branches and Special Interest Groups in BABCP in fostering membership involvement and promoting CPD throughout the regions. This year, there would be two awards: Highly Commended and Branch of the Year.

Highly Commended

The award for Highly Commended branch was presented to the London Branch. Established in 2012, with an inaugural event by Judith Beck, this Branch has impressed with its energy, enthusiasm and commitment to providing high quality CBT affordable for those living and working in London.

Branch of the Year

In awarding the Branch of the Year award to the Scottish Branch, the President said they have been terrific ambassadors for BABCP through the commitment over the past 15 years to providing a high quality CPD programme and attracting new members into the BABCP family from Scotland. Furthermore, it was noted that this autumn they are offering a two-day conference with several workshops in different formats, providing choice and a range of learning experiences run by leading mental health professionals.

11 Any Other Business

The President announced that the Board is considering a change in the term of office for all BABCP Trustees from three to four years. After thanking everyone for attending and also the Conference organisers, she closed the meeting by stating that the next AGM would take place at the 2014 Annual Conference in Birmingham.

Signed
President

Signed
Trustee

Date

Date

Recommendations of the Board

Resolutions to Amend the Articles of Association

Agenda Item 5

Special Resolution that:

The Articles of Association of the Association be amended as follows:

a Article 6 shall be amended to be replaced by the following Article:

6 Complaints and Disciplinary Procedures

Any member who is found, pursuant to the BABCP Complaints and Disciplinary Procedures Governing Members of the Association ("the Procedures" each as adopted from time to time pursuant to Article 26) to be in breach of the Standard of Conduct from time to time in force pursuant to Article 41 or any other rules or by laws from time to time in effect pursuant to Article 26 may be subject to disciplinary action under the relevant Procedure which may (without limitation) include suspension or removal from membership.

There is an amended set of BABCP Complaints and Disciplinary Procedures Governing Members attached as previously made available for member consultation pursuant to Article 26.

b To Amend the Articles of Association

Administrative changes are proposed in relation to BABCP's Memorandum and Articles of Association as follows.

- I To add 'membership' to Article 5(c) to now read; 'There shall be no membership subscription fee for Honorary Fellows'.
- II To remove 'No person may be a Director and if' from Article 20 to now read; 'A Director shall cease to hold office if he..'
- III To replace 'The Secretary, Treasurer and Elected members shall not be eligible for re-election to the same office for a further 12 months after completing three consecutive years of office' in Article 22(e) with; 'Trustees can hold office for two terms if successfully re-elected, except the President who can only serve one term in this position before a two year gap. Following the serving of two consecutive full terms in office a trustee must have a gap of one year before seeking re-election'.
- IV To add Article 22(i); 'Any member requested to resign or that is removed from the Board, will not normally be eligible for election to the Board or hold any BABCP committee position for a period of five consecutive years following the date of vacation'.
- V To add as a last sentence to Article 23; 'Decisions will be carried by majority (as in Article 11)'.
- VI In addition the following internal references within the following articles are in need of amendment:

Proposed Amendment to	Current Reference	Amend to
Article 11	Article 21	Article 22
Article 22 (b)	Article 21 (f)	Article 22 (f)
Article 22 (f)	Article 21	Article 22
Article 22 (g)	Article 21	Article 22
Article 30 (c)	Article 22	Article 23
Article 36	Article 18	Article 21

Members' Motion Proposal

Agenda Item 6

2015 EABCT Congress in Jerusalem

BABCP regrets the decision of the European Association of Behavioural and Cognitive Therapies to hold the 2015 EABCT congress in Jerusalem. We believe that the choice of Jerusalem as the host city will do little or nothing to promote unity and inclusion but inevitably lead to division and exclusion. We recognise our members' concerns that:

- 1 their attendance at a conference in Jerusalem may be used to promote and or legitimise Israel's continued occupation of Palestinian land
- 2 the choice of Jerusalem as the host city precludes the attendance of many people including Palestinian mental health professionals from the West Bank and Gaza, EABCT members who support the academic boycott of Israel and others who, by attending would face the disapprobation of their communities
- 3 the Israel Cognitive & Behaviour Therapies Association (ICBTA) chose to disregard our members' recommendation in 2012 that a less insensitive venue be found

We urge those members of the BABCP planning on attending or presenting at the conference to consider the statement made by the UK Palestine Mental Health Network in relation to this event.

Proposed by David Raines (Member No 863019)

Seconded by Mohammed Mukhaimar (Member No 091098)

Membership Subscriptions 2014/15

Agenda Item 7

PROPOSAL

In view of the increasing cost associated with servicing the membership BABCP Board is proposing to the AGM on 24 July 2014 an increase in membership subscriptions for 2014/15. These cost increases include:

- Increased supply of the BCP Journal from five to six issues per annum where the cost of production is approximately £5 per individual journal
- Essential investment in upgrading IT infrastructure

In relation solely to income from membership subscriptions BABCP incurs a shortfall of £21.52 per member on income and expenditure for 2013/14. Other direct member-related revenue streams improves this to a small surplus of £6.95.

The proposal is to increase all rates of membership by £4.00 per annum. With effect from 1 July 2014, however, the option to pay by monthly instalments was withdrawn as the administrative costs incurred in chasing cancelled instructions for payment and bad debts is above that of the subscription itself. To ease this transition, in the first year of renewal after 1 July, it will be possible to pay the full subscription (not Reduced Rate) in two six monthly instalments, with the full subscription becoming due in full in subsequent years.

The Board of Directors (Trustees) will propose the following rates of membership subscriptions to apply from 1 October 2014 to 30 September 2015.

	Annual Payment		**Reduced Rate	
	UK & Ireland	Overseas*	UK & Ireland	Overseas*
Paid by Direct Debit	£70.00	£78.00	£40.00	£48.00
Paid by Cheque/Card	£78.00	£86.00	£48.00	£56.00
Fellowship Member Subscription Direct Debit	£102.00	£110.00	£72.00	£80.00
Fellowship Member Subscription Cheque/Card	£110.00	£118.00	£80.00	£88.00

**All overseas mail will be by airmail*

*** NOTE: The reduced rate is available to those Members who can demonstrate that they have a gross income of less than £21,388.00 per annum.*

Company number: 04839948

Charity number: 1098704

**British Association for Behavioural and Cognitive
Psychotherapies (A Company Limited by Guarantee)**

Report and Financial Statements
For the year ended 30 April 2014

Ainsworths Limited
Chartered Accountants
and Statutory Auditors
The Globe Centre
St James Square
Accrington
Lancashire
BB5 0RE

Contents of Financial Statements

for the year ended 30 April 2014

CONTENTS	PAGE
Trustees and Officers	17
Report of the Trustee Directors	18 - 41
Auditor's Report	42 - 43
Statement of Financial Activities	44
Balance Sheet	45
Notes to the Financial Statements	46 – 55

Trustees and Officers for the year ended 30 April 2014

TRUSTEE DIRECTORS:	Professor T Chalder (President) M Davison R J Newell G M McErlane V A Williams A Brownrigg (appointed July 2013) K Nath (appointed July 2013) Professor S Reynolds (Past President) (resigned July 2013) F Hashempour (resigned July 2013) J V Beattie (resigned January 2014) C Williams (resigned January 2014)
TREASURER:	G M McErlane
COMPANY SECRETARY:	R White
REGISTERED OFFICE:	Imperial House Hornby Street Bury Lancashire BL9 5BN
BANKERS:	Yorkshire Bank 40 Church Street, Blackburn BB1 5AW
SOLICITORS:	Forbes Solicitors Rutherford House, 4 Wellington Street, (St Jones), Blackburn BB1 8DD
AUDITORS:	Ainsworths Limited Chartered Accountants and Statutory Auditors The Globe Centre, St James Square, Accrington, Lancashire BB5 0RE

Report of the Trustee Directors for the year ended 30 April 2014

The Trustees, who are also Directors of the charity for the purposes of the Companies Act 2006, present their report together with the audited financial statements for the year ended 20 April 2014.

Corporate Status

The company was incorporated under the Companies Act 1985 (Company number 04839948) on 21 July 2003 and took over all assets and operations of BABCP (the former unincorporated charity) on that date. The company is a private company limited by guarantee and does not have a share capital. The liability of each member is limited to an amount not exceeding £10.

The company was registered as a charity on 21 July 2003 under the provisions of the Charities Acts 1992 and 1993 (Charity number 1098704).

The company is governed by its Memorandum and Articles of Association.

Principal Activities and Objectives

The British Association for Behavioural and Cognitive Psychotherapies (BABCP) – the ‘Association’, is a multi-disciplinary interest group for people involved in the practice and theory of behavioural and cognitive psychotherapies.

The objects of the Association are to advance the theory and practice of cognitive and behavioural psychotherapies by the promotion of scientific research and the application of evidence-based practice including assessment, therapy and consultancy, in a wide variety of settings in accordance with the *BABCP Standards of Conduct, Performance and Ethics*.

In setting our objectives and planning our activities the Trustee Directors have given careful consideration to the Charity Commission’s general guidance on public benefit.

The objects of the Association are achieved through the following activities:

- providing a forum for discussion of matters relevant to behavioural and cognitive psychotherapies among members of all helping professions
- disseminating information about and providing training for behavioural and cognitive psychotherapies by organising conferences, courses and workshops
- organising the printing, publication and circulation of a journal, magazine and other publications containing articles, information and news relating to behavioural and cognitive psychotherapies
- making representation to and liaising with public and professional bodies in relation to matters pertaining to the aims of the Association
- fostering and promoting research into behavioural and cognitive psychotherapies and related matters
- facilitating the formation of geographical branches and special interest groups in order to promote the objects of the Association and to provide a service to the members
- encouraging and assisting in training in behavioural and cognitive psychotherapies

- educating and informing the public about behavioural and cognitive psychotherapies and their availability
- maintaining standards for practitioners of behavioural and cognitive psychotherapies by providing an opportunity for members who meet the training standards and other criteria, to become accredited

Trustee Directors

The membership of the Board from 1 May 2013 to 30 April 2014 is set out below. All served on the Board throughout the year except as otherwise stated. The company has no share capital and there were therefore no Director interests.

Professor T Chalder (President)

M Davison

R J Newell

G M McErlane

V A Williams

A Brownrigg (appointed July 2013)

K Nath (appointed July 2013)

Professor S Reynolds (Past President) (resigned July 2013)

F Hashempour (resigned July 2013)

J V Beattie (resigned January 2014)

C Williams (resigned January 2014)

Organisational Structure

The Trustees are each elected for a period of three or four years by the full membership of the Association. They serve on the Board having been elected as Trustees to serve on the Board as ordinary members, President, Secretary or Treasurer. The President serves a one-year term as President Elect, two-year term as President and then a further one-year term as Past President making up a four-year term of office. However, there is a proposal to amend the terms of office of Trustees being presented at this AGM. Elections are held annually with three or four places becoming vacant each year, thus staggering replacement of Trustees to provide some continuity. The Company Secretary sits on the Board as a non-voting member.

A number of standing committees and also ad-hoc committees and working groups are made up of Trustees and other members of the Association. These committees and groups operate under specific terms of reference with delegated functions from the Board. Each committee and group has its decisions ratified by the full Board. Committees and groups operating throughout the reporting period were: Complaints and Disciplinary Committee, Accreditation and Registration Committee, Finance Committee, Branch Liaison Committee, Scientific Committee, Behavioural and Cognitive Psychotherapy Journal Editorial Committee, the Cognitive Behaviour Therapist Journal Editorial Committee, Communications Committee, Research Fund Group, Conference Strategy Committee Working Group, Professional Standards Authority Accreditation Voluntary Registration Working Group, Accreditation Chairs Committee, Psychological Wellbeing Practitioner Committee, Fellowship Committee, Policy and Procedures Audit Committee. Chairs of all these committees and groups combine with the Trustees to form a National Committees Forum (NCF), which meets twice a year in addition to the Annual General Meeting (AGM).

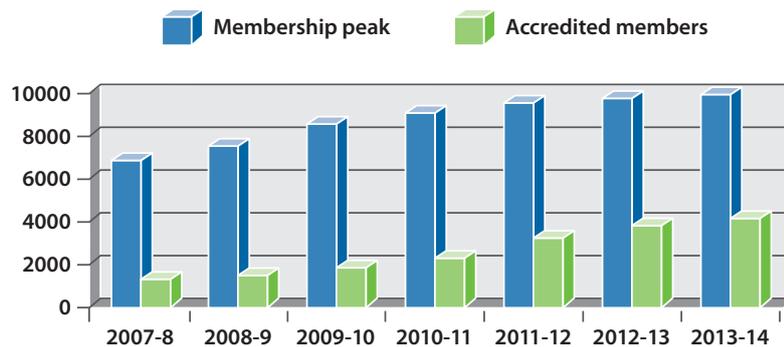
The Trustees meet at least five times a year, including the NCF, but in addition to the AGM. Many committees, groups and the Trustees also conduct business through telephone conferences and email exchanges, but any decisions from email exchanges are ratified only at quorate meetings of the Board. The first meeting of the Trustees following new appointments each year is an induction programme for the new Trustees. This is followed by a business meeting for the whole Board at a meeting held in September, which is seen as the first business meeting of the new business year.

Review of Work of the Association 2012 - 2013

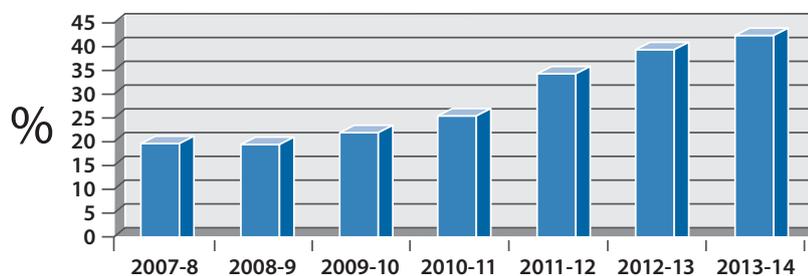
Overview

There has been continued growth across many areas of BABCP over this last year. Membership numbers reached 9,903 by the end of May 2014, the highest membership so far and showing net growth of 111 since the start of the membership year, September 2013. This equates to just over one per cent growth within the year to date. By comparison, growth over the full year 2012-13 was 391 or 4.1 per cent, while 2011-12 saw net growth of 58 or just over half of one per cent.

As membership growth has shown slight fluctuation the same cannot be seen in terms of our proportion and volume of accredited members. At the end of May 2014 there were 4,228 accredited BABCP members, or over 42 per cent of the membership. The graph below indicates the growth in membership numbers over the last seven years and the increasing proportion of accredited members within the membership.



The following diagram shows the number of accredited members as a percentage of the total membership.



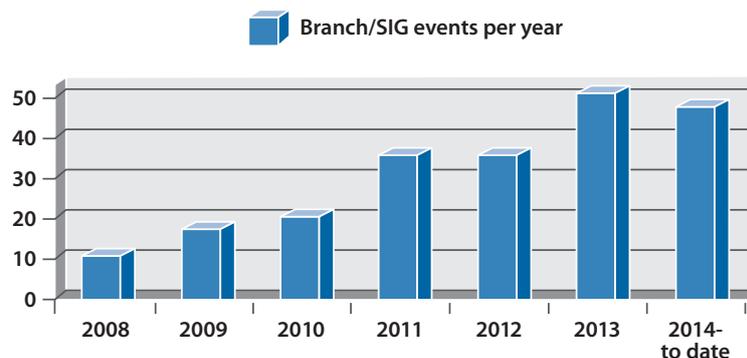
In terms of resource supporting the organisation, elsewhere in this report it is reported that turnover has increased to £1.4million, a 13 per cent increase on last year and providing a surplus in excess of £140,000. This follows a seven per cent increase over 2012-13 compared to the previous year. There has been a modest increase in staff levels as the full staff complement now equates to 15.95 full-time

equivalents (FTE) at the end of this financial year, as shown in the table below, compared to 15.75 last year.

There is additional support via a sub-contracted Course Accreditation Registrar (0.6FTE) and with two further staff respectively employed remotely as Scientific Committee Support at University of Reading (0.6FTE) and Scientific Journal Support at Bath University (0.8FTE). There are also eight Accreditors working on a sub-contractual basis processing Accreditation applications.

Position	FTE
Company Secretary/Office Manager	1.0
Finance Manager	1.0
Communications and Branch Governance Manager	1.0
Editorial Assistant	1.0
Web and Communications Support Officer	1.0
PA/Secretary	0.95
Accounts Supervisor	1.0
Database Controller	1.0
Senior Accreditation Liaison	0.6
3 Membership Liaison Officers	3.0
2 Accreditation Liaison Officers	1.05
3 Accreditation Support Officers	2.4
Course Accreditation Administrator	0.95
Total	15.95

In addition, the increasing activity among the forty active Branches and Special Interest Groups is shown as events coordinated through our Head Office has sharply increased. Shown in each calendar year:



This year has seen the start of a review and evaluation of available BABCP resource and how it is allocated and performs against the needs of the organisation. I am pleased to report that BABCP is working more effectively and efficiently to deliver a developing operating schedule to meet current organisational needs and future strategy. BABCP is operationally well positioned to meet the challenges presented by a rapidly changing external operating environment.

Workforce Development

Workforce issues have continued to be discussed at BABCP Board and NCF meetings and we monitor policy developments from the Government and the Department of Health, and consider the implications that they have on mental health services, psychological therapy and CBT in particular. We have been particularly keen to understand and influence the new commissioning structures in England and the developments in the other home nations. Rod Holland has briefed the Board and the NCF at each meeting on the changing landscape.

The group has also continued to look at the implications of the roll out and further development of the IAPT programme, particularly into the new areas of Child and Young People's IAPT services and the more recent developments of pathfinder sites to explore the development of an IAPT approach with people with serious mental health illness. Updates on these developments will be included in the Annual Conference programme in Birmingham with the attendance of Lord Richard Layard and David Clark, the IAPT National Advisor.

Rod Holland

CBT Practitioner Accreditation & Registration

Committee Membership

Membership is described in the Terms of Reference for the Committee, with representatives from the main professions and interested parties. Thanks to Anne Garland, Rod Holland, Mark Latham, Linda Matthews and Mark McCartney, for their work through the year. Thank you to Meir Stolear for acting as AREBT representative for four years, a role taken up now by Denise Christy. Trudie Chalder has attended as President, and Rob Newell as President Elect. Gill Haddock and Helen Macdonald have attended one meeting representing Course Accreditation. Thanks to Jennie Beattie who has stood down as Board Lead to be replaced by Krish Nath. Ross White and Sandra Wolfson have attended from BABCP central office. The committee continues to be supported by the whole Accreditation Team at the office, and Accreditation Liaison Officers Charlie McConnochie, Carolyn Quinn and Mark Addis have all attended meetings.

Meetings

Two meetings have taken place this year, one month before the NCF. Reports of meetings are provided to the Board. Additional representation has been made by the ALOs to a variety of meetings throughout the year on Accreditation matters. Contributions have been made to current issues such as the Risk Register, the Development Plan, and the All Ireland organisation proposal.

Business

- 1 A questionnaire for gathering routine feedback about the Accreditation process and experience has been designed. This will be available for all applicants to complete. It will be used in feedback reports to the Board, and will also inform changes to the process itself where possible.
- 2 The Supervisors Training Manual collaboration with Derek Milne and Robert Reiser is under way through a working party representing the key professions.
- 3 Individuals registered through a college with UKCP can now be accepted as having a relevant Core Profession for Criterion 1 of Practitioner Accreditation.
- 4 Minimum supervision hours have been changed to 1.5 hours per month for a full time practitioner.
- 5 All 'speciality listings' have been removed from the Register since they are self-selected and not related to evidence of qualification or experience.
- 6 Guidance and refinements have been made to standards for 'close supervision', 'suitable supervisors', Skype and electronic media for supervision, supervisory methods and practise.
- 7 The evidence base for supervision hours and methods has been considered.
- 8 All Committee members regularly provide an external audit of the Accreditation procedure.
- 9 Consideration has been given to Practitioner Accreditation matters in the new Development Plan, which will include a mechanism for formal feedback on Accreditation from applicants.

Future Business

Items currently under consideration include the CPD/Supervision Log App, PWP Accreditation, Supervisor and Trainer CPD and Re-Accreditation, AREBT matters, 'presentation' of Accreditation.

Practitioner Accreditation continues to increase, currently standing at 4,200, and Supervisor and/or Trainer at 237. Standards and processes are continually reviewed and refined. The work of the Accreditors is much appreciated.

Amanda Cole - Chair

Board Lead - Krish Nath

Course Accreditation

This report is intended to provide an update on the work of the Course Accreditation Committee, giving a summary of course accreditation activities carried out on behalf of the BABCP Board during the past year.

Course Accreditation Activities

The Course Accreditation Committee meets via teleconference approximately once per month, and has at least one face-to-face meeting arranged each year. The committee oversees the process of course accreditation; and the Chairs for course accreditation panel visits are volunteers from the committee. Three new committee members who were recruited in 2013 have now started participating in the committee's work. The call for volunteers last year attracted a number of applicants who wanted to be involved, which was positive and encouraging. The new members have been recruited on the basis of specific skills and professional background, as well as experience of course accreditation. New panel members for various roles were recruited at the same time.

The administration to the committee is delivered by the Course Accreditation Support Officer and the Course Accreditation Registrar.

The course accreditation team has worked with over 80 different courses, of which 61 have formally contacted the committee regarding accreditation.

Forty nine courses have now completed the accreditation process, with accreditation confirmed for 44 of these.

The 44 courses which have achieved full accreditation include 27 IAPT High Intensity Level 2 courses of which 19 are still running. There are nine BABCP Level 1 courses and 12 BABCP Level 2 courses.

In the last 12 months, the course accreditation team has carried out re-accreditation visits for many of these courses which have now been accredited for five years. The process of re-accreditation is continuing this year, and includes all the remaining IAPT High Intensity programmes initially accredited from 'wave 2', as well as Level 1 and 2 programmes which have been accredited for five years. The first IAPT Children and Young People training courses have now applied for course accreditation.

Course Accreditation Support Officer Rachel Osborne has researched the records, and identified that a minimum of 2,380 IAPT High Intensity trainees have completed courses on accredited programmes which are still running. She has also completed a summary of the number of hours' training in CBT offered on each of the accredited programmes. Minimum Training Standards require a minimum attendance of 200 hours' face-to-face teaching which must be delivered on Level 2 programmes. HI IAPT accredited programmes must ensure that trainees receive at least 300 hours, including clinical supervision provided by the course, in order to fully cover the HI curriculum. Some programmes provide additional teaching or specialist options.

Gordon Deakin

The Course Accreditation Committee members were very saddened by the loss of Gordon earlier this year. He had been an active and committed member of the Course Accreditation Committee since it began. He demonstrated his depth of knowledge of CBT and education during panel visits, and was frequently willing to give extra time to the committee to cover where needed. He was also a warm, patient and supportive colleague. His presence is sorely missed from our committee and accreditation panels.

IAPT High Intensity Courses (HI)

The CA team has already carried out re-accreditation panel visits to most of the HI IAPT courses which are still running. It has been noted by visit panels that these courses are now well-established, and the process has run smoothly for most universities delivering these programmes. Some courses are now offering part-time routes, or opportunities for self-funding trainees; some are now modular programmes.

IAPT Children and Young People (CYP)

Course Accreditation Registrar Helen Macdonald has produced a draft accreditation process for the Parenting Practitioner Training pathway which has been agreed with the National Council for accreditation of CYP IAPT courses. The first programmes have now applied for accreditation using this process.

BABCP Level 1 and Level 2 courses

One Level 2 course has received a re-accreditation panel visit this year, with dates planned for another two re-accreditation visits. There has been a new application for a Level 2 programme, another planned for later in 2014. There have been four Level 1 re-accreditation visits, and two new applications received.

Other activities

Course Directors' Meeting: The Course Accreditation team also arrange Course Directors' meetings annually, which are open to any CBT course lead, regardless of accreditation status. The next one has been arranged for September 2014. Previous meetings have been well attended, with updates on aspects of course and individual accreditation, updates from the Course Directors and working groups on topics relevant to CBT courses. The discussions at the 2013 meeting have led to the Course Accreditation Committee reviewing the process and guideline documents for course accreditation.

KSA training days: The Course Accreditation Registrar contributes to the KSA selection training days which take place twice per year. Courses with accreditation are required to have a named KSA assessor if their course accepts non-core profession trainees, and the KSA assessor is expected to attend a training day.

The Course Accreditation team continues to field hundreds of emails and numerous phone calls. The Board, Course Accreditation Committee members, course team members, supervisors, trainees, SHA commissioners, the individual accreditation team, independent trainers, IAPT representatives and individual therapists, supervisors and trainees all make use of the team's input.

The course accreditation process continues to rely heavily on the goodwill of volunteers who take part in meetings, panel visits, and scrutinise the reports associated with each course. This can be a demanding role, and particularly includes the members of the Course Accreditation Committee.

During 2013-14, the Trustee member of the Committee was Jennie Beattie who resigned from the Board towards the end of 2013. The replacement Trustee is Krish Nath, with Allan Brownrigg taking a specific interest in Children and Young People.

The Course Accreditation team expressed its gratitude for the invaluable contributions made to the committee by its members.

The course accreditation committee members are:

Gillian Haddock (Chair), Chris Brannigan, Sarah Corrie, Rod Holland, Michael Townend, Deb McNally, Gillian Rayner, Nicky Dummett (Children's Speciality)

The committee is served by:

Helen Macdonald (Course Accreditation Registrar)

Rachel Osborne (Course Accreditation Support Officer)

Trustee Board members for Course Accreditation Committee - Krish Nath and Allan Brownrigg

Gillian Haddock - Chair

Board Lead - Krish Nath

Conduct Committee

At the 2014 AGM the new description of procedures will be presented for approval. Although there are no significant changes to how we handle complaints, this description of procedures should clarify how complaints against members are dealt with. Perhaps more importantly, approving this document allows future Boards to make minor changes without having to return to the AGM, which was required by the old procedure enshrined in the Articles of Association.

If approved, I will ask the Board during the course of the next year to firm up processes for the appointment of members of the Committee, specifying role descriptions, appointment procedures, and terms of office. For too long we have relied on the goodwill of senior members of the Association, some of whom, including me, have served two terms of office. We need to bring other members of the Association onto the Committee, and in due course there will be a recruitment process.

During the year we have received a number of complaints, some of which have been diverted in the first instance to a primary regulating body such as the Nursing and Midwifery Council or the Health and Care Professions Council. Some complaints are particularly serious, involving sexual impropriety or emotional abuse. Some referrals to the Committee are related to criminal behaviour, and where appropriate this is taken into account when we consider the complaint.

We also receive a steady trickle of complaints concerning fees charged, usually relating to a client or their relatives claiming that money should have been returned to them if the therapist terminated therapy early. Too often we discover that therapists did not agree terms clearly enough with clients at the outset, and we continue to urge members in private practice to address this issue. Of course, there is also the point that disputes over fee levels are usually a matter for the civil courts, and the Association only becomes involved where it seems that the way the matter is dealt with by the therapist can reasonably be considered to be unprofessional.

Some complaints could have been resolved well before the client turns to BABCP by a proper discussion between the therapist and client. Sometimes all that was needed was an apology, but we suspect that some therapists are wary of going down this route in case an apology is then taken as an admission of failure on the part of the therapist, opening up the possibility of civil action. We are mindful of this and understand the position that some therapists and their employers feel they may put themselves in, but we still have some complainants turning to us only as a last resort, and we remain convinced that sometimes a timely apology would have been appropriate.

The Committee is occasionally asked by the Board to help with matters such as determining whether an applicant's previous criminal history should be taken into account when deciding whether to

admit to membership of the Association. This is because there is no other formal grouping within the Association whose members regularly deal with matters concerning probity.

At this AGM members will be informed that a Trustee has been removed from his role as a result of significantly breaching the Trustee Code of Conduct. This followed a thorough investigation by me, as Chair of the Conduct Committee, involving legal advice from the Association's solicitors. A detailed report was provided for the Board, which they used in arriving at their decision. Also, two members of the Committee examined an internal Board dispute. These are further examples of the widening of our remit.

It is a point for discussion with the Board during the course of this coming year whether this widening of the remit of the Committee is appropriate and if so how to ensure that it can be encompassed in our work.

Finally, I would like to thank members of the Committee, and our dedicated office staff, for all their hard work and support during the course of this busy year.

Members of the Committee are:

Chris Cullen (Chair)
Linda Matthews
Howard Lomas
Steve Kellet
Caroline Williams
Rob Newell
Chris Brannigan
Helen Macdonald

Chris Cullen - Chair

Board Lead - Rob Newell

Conferences and Workshops

2013/14 was another busy year for the Conference and Workshop organisation with Glenn Waller joining as the new co-chair of the Conference Scientific Committee.

Last years' Annual Conference and Workshops programme at Imperial College London was a success. We adopted a different format with both a programme of pre-conference workshops and a programme of one-day workshops held on the first day of the conference. Twelve pre-congress workshops ran attracting 554 delegates and the seven in-conference workshops attracted a further 237 delegates. Added together 791 delegates attending a one-day workshop in London which is higher than the record previously set in Manchester 2010 when we had 730 registrations. The Conference attracted 931 registrations bringing the total registration number to 1,361 delegates. Financially the event made a surplus of just under £8,000 and contributed £7,000 to the Research Fund.

The annual Spring Conference and Workshops returned to Kings College London in April and held a very successful programme under the title of 'Empirically Supported Mindfulness Treatments within CBT'. Gillian Hardy convened the event which attracted 260 people to the five workshops that were held on the topic and 178 delegates to the one-day conference. No workshops were cancelled and the feedback we received was excellent. The workshop numbers were up by 24 per cent on last year and 24 per cent on the last time the event was held in London. A surplus of more than £2,500 was achieved, which also contributed to the Research Fund.

The 2014 Conference is being held at the University of Birmingham and following the success of the Belfast Spring Conference in 2013, Board ratified a proposal from the conference organising group to take the Annual Conference to Belfast in 2016. A decision is still to be made on the venue for 2017.

During 2014 a review of all aspects of conference organisation and decision-making has been undertaken which will report to the Board and NCF in the autumn of 2014.

Rod Holland - Chair

Scientific Committee

The Scientific Committee has undertaken the following:

- Delivery of the London Spring Conference, which focused on mindfulness-based approaches. The meeting was well attended and reflected diverse practice in this domain. The programme was developed and led by Gillian Hardy, to whom we are indebted.
- Planning the Annual Conference in Birmingham, including a full scientific programme and several site visits.
- Site visit to Belfast venues, to plan for the 2016 Annual Conference.

Finally, Roz Shafran reaches the end of her co-chairing of the Scientific Committee in July 2014, with the Birmingham meeting. We are really grateful to her for the immense amount of work that she has done in her co-chairing role, and we are particularly pleased that she will be remaining on the Committee to support its work.

The Scientific Committee will revert to its former configuration, with a single Chair. Glenn Waller has agreed to remain in that role for the coming three years, at which point he plans to stand down to ensure that there is always space for new leadership and new ideas, in keeping with the history of the committee.

Glenn Waller and Roz Shaffran – Co-chairs

Board Lead - Kate Davidson

Communications

Since becoming Chair of the Communications Committee I have been aware of the complex and integrated nature of communications with BABCP. This impressively contrasts with the modest size of the communications team in head office consisting of Phil McDougall, Peter Elliott and Stephen Gregson. Without their combined multidisciplinary skill set it would be hard to imagine just how far strategic communications would have got in recent years. They play a very critical supporting role to the Committee, proactively bringing their own ideas, knowledge and expertise to the table rather than waiting for direction.

Communications, of course, is probably the area of activity that is most exposed to changing technologies and tastes. How we respond to members' communication needs and expectations is very much at the core of the work we do on the Committee. The protracted manner in which improvements are made, often frustratingly slow for some, is a reflection of an organisation in a long period of transition. What I mean by that is, communications is increasingly moving from an entirely volunteer-run to a more professionalised - dare I say, more corporate - model, but we need to respect historic processes and contributions as we move forward.

A good example of this is our online presence. For a small organisation like BABCP, it seems counterintuitive to have four web platforms (ie the main website, the conference website, CBT Register UK and CBT Cafe). The Committee has already started to plan a sensible website merger involving other committees with whom interests are shared. As a committee, we wholeheartedly support this. However progress is contingent on the proper investment being in place. It is important that the case for greater levels of investment in communications resource and infrastructure is not only heard but won. Otherwise we run the risk of making cosmetic changes at the expense of meaningful, substantive and genuinely needed improvements. At the time of writing, we are still waiting to hear about additional support and funding.

Many of you will hopefully have noticed the increase in social media activity. The Committee has taken the initiative in using Twitter as the main form of engagement with members, stakeholders and the lay public alike. With a line of accountability in place to manage risk, we have sought to cultivate our Twitter presence more as a 'human face' rather than a corporate information service. We are minded that this approach has been pivotal in gaining over 1,000 followers in a few weeks. Of course this has taken a great deal of effort with both committee members and our communications staff working in their own time including weekends to keep spreading the word via Twitter.

The Committee will also be promoting engagement with followers at this year's Annual Conference with a live Twitter feed in the main assembly area.

The Committee is also making progress with plans for a combined CPD and Supervision smartphone and tablet 'app'. Appropriately for this kind of project, the Accreditation & Registration Committee has agreed to work on this project and both committees are putting together a working party to finalise on a proposal that will be put before the Finance Committee for funding.

This has been another strong year for *CBT Today*, particularly with its focus throughout 2014 on women, feminism and mental health spearheaded by Committee member and Associate Editor Patricia Murphy. I would also like to credit both Patricia and Deputy Editor Peter Elliott for their hard work, imagination and tenacity in ensuring this cherished membership benefit is always of the highest quality. Simply put, it's a damn good read.

The Committee is keen to pursue novel and effective ways of engaging the membership in how we communicate within BABCP. Our aim is to be approachable and listen to new ideas and how we can use new technologies. If you have any suggestions please do let us know. Listening is a communications skill too.

Lauren Callaghan - Chair

Board Lead - Victoria Williams

Journals

Behavioural and Cognitive Psychotherapy

The Journal continues to thrive. This year we have increased the number of issues to six, in large part because of a continued increase in the numbers of high quality submissions. To try to deal with the increasing publication lag, we have taken other measures, particularly a tougher pre-review editorial process which I undertake ad EIC, but also by imposing a word limit. In the recent Editorial Board meeting this has been discussed further, and other than strengthening the criteria for acceptance further we decided to wait to see the impact of the measures already taken. Cambridge as the publishers indicated that they would normally respond by increasing the number of issues further, a

decision which would have implications for cost. I am not at this point advocating anything other than consideration of this issue whilst continuing to consider other ways of dealing with the problem.

In terms of impact factor, we remain in the middle rank and it is likely that, as a result of the increased number of issues, this will slightly drop in the coming year then restabilise at the same or a higher rate. Strategically, we have not sought to take measures specifically to increase impact factor on the basis that the Journal is primarily seen as a service to members rather than an academic flagship. I propose that this strategy continue; our impact factor is respectable and the journal is seemingly valued by members because of its clinical/theoretical/research mix, and its ability to seek to influence the field as well as reflect it. If the board wishes to reconsider this position I would be happy to discuss this.

Our editorial assistant, Lydia Holt, has made a range of administrative improvements which have facilitated the smooth running of the journal. She is currently on maternity leave, and although a temporary replacement was appointed they failed to take up post. As of early July we are about to re-interview for that post, but the smooth transition planned failed to materialise, and we will seek to minimise impact of the interruption in admin support. CUP have been helpful in offering some assistance to cover some of the problems likely to arise, and we anticipate taking them up on this.

So overall the journal continues to be healthy, with all Associated Editors working hard and the balance of published material being in my view approximately as it should be although we are actively seeking to encourage some more material on Learning Disability.

Paul Salkovskis - Editor

Board Lead - Allan Brownrigg

the Cognitive Behaviour Therapist

This report provides an overview of the recent marketing activities that were undertaken for the *Cognitive Behaviour Therapist* from January 2013 to May 2014.

Marketing objectives throughout the year focused on promoting the journal with an emphasis on promoting new content and aiding the editorial board with encouraging submissions.

- The journal was promoted in 10 email campaigns, sent to over 26,500 people
- The journal was promoted at 38 conferences (26 in 2013, 12 to date in 2014)
- Wedge notepads were created for the journal to promote it at conferences
- The journal was included in a flyer created for inserts at the DCoP (BPS Division of Counselling Psychology) conference
- A new large conference banner (joint with BCP) with the new design was created
- The journal was included in a flyer created for inserts at the CogDev Meeting 2013
- A flyer promoting the Virtual Issue created for EABCT was produced
- A flyer was created for the societies at EABCT about subscriptions/trial for the journal
- The journal was included in an advert placed in the Cambridge Books Psychology catalogue
- The journal was included in an advert placed in the Cambridge Mental Health Books catalogue
- Four EABCT subscription arrangements have been set up (Croatia, Finland, Poland, Slovenia) which provides their membership with online access to both tCBT and BCP
- Introduction of author surveys

Social media marketing is being used more for tCBT including a blog post 'Meet the Editor of tCBT' with Pam Myles, and hope to do more blog posts in the future. Collections of papers, individual papers and blog posts are also being promoted through Facebook and Twitter.

To date, there are 635 people with a registered interest in the Journal who receive regular email content alerts, these are separate figures from the content alerts that go out to BABCP members.

Members have free access to the online version of the Journal via their BABCP membership page.

Copy flow for tCBT has been slow for several years. Publication of the final (December) issue of 2012 was delayed until May 2013 in order to gather enough content to make up some of the shortfall. The final page extent for the 2012 Volume was 158 pages including advert pages, which was just under 100 pages short of the 256 page budget.

The 2013 Volume opened in May and closed, slightly late, in January 2014. Consequently, the 2013 Volume was open for only nine months, during which time we managed to publish 17 articles, and 224 pages which equates to almost 90 per cent of the page budget. This has been a huge success for the journal and many congratulations should be extended to the entire Editorial Team for the achievement and to CUP for their promotion and support.

Pamela Myles - Editor

Board Lead - Allan Brownrigg

Branch Liaison Committee

The 12 months since the 2013 AGM has been a busy period for the Branch Liaison Committee. Branches and Special Interest Groups (SIGs) have continued to provide high quality CPD events for BABCP members with a diversity of established and newer cutting edge topics on CBT and its therapeutic uses. New Branches have continued to emerge as have new SIGs, adding further diversity to the organisation.

As noted in the report to the 2013 AGM the Branch Liaison Committee over the past two years has focused on its function and format. Following a series of meetings and workshops, the BLC held its inaugural annual two-day workshop and meeting at Manchester City's Etihad Stadium. The two days proved very successful and it is envisaged that we shall meet again in the same venue next year.

The BLC has also looked at improving the communication links within the organisation and over the next year each Branch will move to a single point of contact via individual email addresses which local members can access. It is hoped this will lead to better, more speedy communication from individual members throughout BABCP.

Branches in Scotland, Ireland and Wales continue to provide high quality forums and opportunities for the dissemination of CBT, improving public and political awareness.

Each year the BLC presents an award for Branch of the Year to a Branch that has shown high levels of activity and innovation in their events. This year, the North West Wales Branch, South & West Wales Branch and Chester, Wirral & North East Wales Branches, as CBT4Wales, receive the Neil Harmer Award for Branch Excellence 2014.

This year the Compassion Special Interest Group were also given an award and were Highly Commended for the range and depth of their activities. Both awards will be presented at the AGM at the Annual Conference.

Tom Reeves - Chair

Research Fund

The current Research Fund stood at nearly £125,000 at the start of this financial year. This provides sufficient funding for BABCP current PhD commitments and provides financial support for another round of grant applications received in June 2014. No new research awards were made between May 2012 to April 2014 due to the PhD and smaller awards made in previous years. Grants depend on the monies raised from Gift Aid and is further supported by a contribution from Spring and Summer Conference registration fees so please do remember to Gift Aid your membership subscription fees on renewal. Progress on current research awards is detailed below.

David Veale - Chair

Board Lead - Trudie Chalder

Summaries of ongoing projects

(1) Evaluating training in CBT: Assessing disorder-specific competencies and clinical outcomes in IAPT high-intensity CBT training

Grant Holders: Jennifer Wild and Sheena Liness

The grant project is going well and approaching its final stages. The database now includes PTSD, social phobia and panic disorder cases from IAPT trainees across years one to five. All tapes have now been rated by expert CBT markers on both the CTS-R and the disorder specific CTSR for panic (30 sessions), social phobia (30 session) and PTSD (25 sessions). We have a total of 85 therapy sessions rated. Ten per cent have also been second marked to check inter-rater reliability. All related generic outcome measures and disorder specific outcome measures have been entered. A Research Assistant is finalising the data entry, checking and cleaning in preparation for the initial analysis, which will commence in the next few weeks.

The study has taken longer than anticipated due to the availability of patients with these specific disorders across the trainees and course years, and the time taken to get markers on board and returning the marking of sessions in a timely fashion. As we move into the analysis of the data we hope to be able to report some findings in the autumn of this year.

(2) An Investigation of Sudden Gains within CBT for Panic Disorder with or without Agoraphobia

Grant Holders: Dr Rachel Lee, Dr Dean McMillan, Professor Mike Lucock

The phenomenon of sudden gains in CBT treatments has been widely examined in depression but less studied in anxiety disorder including panic. Sudden gains refer to large, sustained improvements occurring between one session and the next. The phenomenon of sudden gains provides opportunities to investigate change mechanisms in therapy. The aim of the current BABCP-funded project are:

- 1) to establish whether those people with panic disorder who demonstrate sudden gains show greater improvement at post-treatment than those who do not demonstrate sudden gains
- 2) to establish whether within-session cognitive shifts predict subsequent between-session sudden gains, as would be predicted by CBT theory

Recruitment has taken place in IAPT sites in the Yorkshire region and has been slower than expected. The main reason for this is that most people presenting with panic are now provided with a low-intensity intervention, and only those who do not respond to this are stepped up and offered CBT. We have taken a number of steps to increase recruitment. These include opening up new recruitment

sites and arranging with existing sites to extend the recruitment period. We have also benefitted from support from Paul Salkovskis who has provided an initial treatment workshop followed by a supervision workshop in March 2013.

Recruitment to the study has now ended. We currently have received 37 completed patient datasets and anticipate receiving up to 10 more from patients still in therapy. We are therefore confident that recruitment will be sufficient for analyses to achieve the aims: 1) comparing outcomes for sudden gains and non sudden gain patients; 2) comparing cognitive change in the pre sudden gain session with cognitive change in the pre sudden gain session, consistent with the original Tang and DeRubeis (2007) paper.

(3) IAPT – Linking Training and Clinical Outcomes

Grant Holder: Pamela Myles

The national Improving Access to Psychological Therapies (IAPT) programme aims to train 6,000 Psychological Wellbeing Practitioners (PWP) and High Intensity therapists (HIs) to deliver evidence-based Low and High Intensity psychological treatments to patients suffering with depression and anxiety disorders. The studies funded by the 2010 BABCP Research Grant were conducted to ascertain whether the training of led to improved therapist competence, and to better understand relationships between training and patient outcomes. A secondary objective was to explore the influence of therapist characteristics on training and patient outcome.

Competence was measured through a series of clinical and academic assessments. Clinical skill, measures by Observed Standardised Clinical Examination (OSCE) for PWP and ratings of therapy sessions using the Cognitive Therapy Scale Revised (CTS-R) for HIs improved over the duration of the respective courses. No tests of clinical knowledge improved over training. Training outcome was best predicted by past performance, trainees achieving higher undergraduate degree grades were more likely to perform well clinically and academically. Demographic variables (age, gender and experience), personality and cognitive-ability were largely unrelated to training outcome.

Patient outcome was unrelated to performance on the PWP or HI training programmes, and did not differ according to whether patients were treated during, or after training. However, differences emerged in the outcomes of patients treated by the most and least competent therapists. More patients than expected treated by PWP in the top quartile of OSCE performance reliably improved and recovered, the reverse was true of patients treated by the poorest performing PWP. Similarly, more patients treated by the most competent HI therapists showed a reliable improvement in symptoms of anxiety, and reached recovery than expected. Therapist characteristics were unrelated to patient outcome.

Dissemination

The therapist characteristics study has been accepted for publication, as has the HI/CBT patient outcomes study. The PWP/Low Intensity patient outcomes study is currently in preparation, submission will take place July/August 2014.

Awards

The BABCP 2010 research grant funded the final year of Amanda Branson's PhD. Amanda completed her thesis entitled 'Improving Access to Psychological Therapies: Linking Training and Patient Outcome' in November 2012, and was awarded a PhD from the University of Reading in July 2013.

(4) Developing and evaluating valid, reliable and cost-effective measures of CBT competence

Grant Holder: Kate Muse

In December 2010 BABCP awarded a grant of £59,775 to Kate Muse and Freda McManus to carry out a series of studies investigating the measurement of competence in CBT. The grant funded Kate Muse to complete a DPhil in Psychiatry at the University of Oxford (2011 – 2014) under the supervision of Dr Freda McManus, a clinical psychologist and clinical research fellow with significant experience of conducting research in the domain of CBT treatment and training.

The accurate and efficient measurement of CBT competence is crucial to the success of the UK's current drive to expand CBT training and service provision, and to the widespread dissemination of CBT into routine clinical practice settings. It is, however, recognised that existing measures of CBT competence have significant limitations. Thus the current body of research aims to further evaluate and refine existing measures of CBT competence and to develop measures with improved validity, reliability and cost effectiveness that can be used in a broad range of situations. The ultimate aim of this research is to provide improved measures of CBT competence that can be used as 'quality control' in the dissemination of CBT.

The project commenced in October 2011 and is now nearing completion. The research includes three key projects:

1) A systematic review of methods for assessing therapist competence in CBT

A lack of consensus regarding the way in which CBT competence should be assessed has resulted in the utilisation of multiple different assessment methods, many of which have been widely criticised. A systematic literature review was therefore carried out in order to provide an overview and evaluation of current CBT competence assessment methods and to provide recommendations for how CBT therapists' competence can best be assessed in the future. The results of this review were presented at the BABCP's Annual Conference in July 2013 and were published in an internationally recognised scientific journal which is widely read by CBT practitioners and researchers alike (*Clinical Psychology Review*).

Reference: Muse, K., & McManus, F. (2013). A systematic review of methods for assessing therapist competence in cognitive behavioral therapy. *Clinical Psychology Review*, 33, 484–499.

2) Expert insight into the assessment of CBT competence: A qualitative exploration

In order to offer insight into the way in which CBT competence is defined, measured and evaluated, and to highlight ways in which the assessment of CBT competence could be further improved, a qualitative study was conducted to examine the experiences of 19 CBT experts in assessing CBT competence. Semi-structured interviews were used to explore participants' experiences of, opinions about, and recommendations for assessing the competence of CBT therapists. Interview transcripts were then analysed using Interpretative Phenomenological Analysis in order to identify commonalities and differences in the way CBT competence is currently evaluated.

Results: Four super-ordinate themes were identified: (i) what to assess: the complex and fuzzy concept of CBT competence; (ii) how to assess CBT competence: selecting from the toolbox of assessment methods; (iii) who is best placed to assess CBT competence: expertise and independence; and (iv) pitfalls: identifying and overcoming assessment biases.

Conclusions: Priorities for future research and ways in which the assessment of CBT competence could be further improved are discussed in light of these findings. Results from this study will be

presented at the BABCP Annual Conference this summer (July 2014) and are currently being submitted for publication.

3) Developing and evaluating a competence rating scale

There is a need for improved methods of assessing CBT competence, particularly those which assess whether therapists can demonstrate the skills necessary to effectively deliver CBT. Hence this study focuses on developing a CBT competence rating scale which can be used to measure therapists' performance within observed treatment sessions: the Assessment of Core CBT Skills (ACCS). It is hoped that this scale will perform two functions. First, it will offer a framework for assessors to provide formative and summative feedback about a therapist's performance. Second, the scale could be used by therapists as a self-assessment measure in order to foster self-reflection and highlight ongoing learning needs. The central aim in developing a rating scale is to provide a tool which improves upon currently available measures in terms of validity, reliability and usability. As this method is already widely accepted and used in practice, it is hoped that such a tool could be quickly and easily implemented within a range of clinical contexts. Development of the scale involved three key stages. First, a theory-driven approach was used to develop an initial version of the ACCS. Second, the ACCS was thoroughly reviewed by expert and novice CBT therapists. This review provided insight into the face validity, content validity and usability of the ACCS and informed further refinement of the scale. Finally, the ACCS was pilot tested within training and routine practice settings, providing insight into the psychometric properties of the ACCS. A final version of the ACCS scale and rating manual will be available in July 2014 and will be presented at the BABCP Annual Conference.

European Association for Behavioural and Cognitive Therapies (EABCT)

EABCT is an organisation that brings together 52 individual associations from 38 different countries. Each association is committed to the empirically-based principles and practice of behavioural and cognitive therapy approaches in health, social, education and related fields. They also share a common goal of developing the highest standard of clinical practice through the development of training, continuing professional development and evidence-based practice.

During the year from July 2013 to June 2014, BABCP were represented by Katy Grazebrook at the EABCT AGM and half annual meeting.

In June 2013 BABCP submitted an application for our accreditation processes to be awarded the EABCT mark of approval. This was accepted and practitioner accredited BABCP members can now apply for an EABCT Accreditation certificate. This means that their BABCP accreditation credentials will be recognised by EABCT member organisations across Europe. Individuals will continue to need to comply with the regulations of each country, however, to practice as a psychotherapist.

The BABCP representative has served on the EABCT Accreditation Committee for the previous year, and proposed a protocol for the scrutiny of EABCT accreditation applications, which has been adopted by the committee. The Israeli Association and the French-speaking Belgium Associations have applied for EABCT accreditation in 2014 and these applications are being considered.

The 44th EABCT conference is in The Hague (Netherlands), 10-13 September 2014 – 'Bridging the gap between science and practice'. All BABCP members can apply under the membership rate, as BABCP is a member of EABCT. Future conference venues have been agreed: 2015 Jerusalem, 2016 Stockholm, 2017 Istanbul.

EABCT was successful in its bid to host the World Congress in 2019, which will be held in the German capital, Berlin.

Elections for the post of EABCT President and Secretary will occur in September 2014. Agnieszka Popiel, Jaak Beckers, Antonio Pinto and Thomas Kalpakoglou have all been nominated for President. BABCP supports the nomination of Agnieszka Popiel from Poland.

Helen Macdonald (from BABCP) was nominated to be re-elected as Secretary unopposed.

EABCT have re-launched their website <http://eabct.eu> which provides information about EABCT, the aims of the cross-Europe organisation and how the promotion of CBT is achieved. All BABCP members can participate in the cross-European forums and special interest groups which cover an interesting array of topics from low intensity interventions, through to disorder specific interest groups.

Katy Grazebrook

User and Public Engagement

Public involvement was identified in the first iteration of the Development Plan as a strategic aim of the Association. Objectives delivered in support of this strategic aim led to the recruitment of a public involvement panel which I co-chaired with then President Shirley Reynolds and ran for a year in 2011/2012. This panel agreed a template for all public information leaflets and the recommendation to include a lay member as a co-opted member of the Board. I was invited to take up the lay member role from September 2012 and continue in this role.

At the January 2014 Board meeting, as part of the discussion about the next iteration of the Development Plan, I stated that BABCP needed to shift the emphasis away from public involvement and more towards public engagement. After the meeting I agreed to meet with BABCP Communications & Branch Governance Manager, Stephen Gregson, who had also been part of the public involvement panel, in February with a view to exploring how this shift in emphasis could be developed into a strategic objective.

Reflecting on my experience with the public involvement panel and as a lay member on the Board, I was unclear - as I believe the Board was - as to what role the lay voice ought to have in the Association. As a consequence of this lack of clarity, the lay perspective was often consulted in relation to "supporting" rather than in contributing and influencing core strategic activities. Put another way, while there is value in working with lay stakeholders in promoting efficacy of or demystifying CBT, it remains far from clear whether or how far the lay perspective is embedded in the culture of BABCP. These observations formed the basis of discussion at the February meeting and subsequently.

Following these discussions, in order to work towards this organisational cultural change, I presented four proposals to the Board which were enthusiastically welcomed in principle. It was determined to consider these further in detail and to formulate action and planning to be part of the Board programme in the coming year.

BABCP is to be commended for seeking to involve lay stakeholders, particularly users and potential users of CBT. Though undoubtedly well intentioned, the level of involvement to date has often been in public relations rather than longer term strategic activities. I appreciate that this shift in emphasis outlined in my proposals could be seen as potentially radical for BABCP, however I am sure that they will be considered only on the proviso that the Association wishes to pursue an increasingly meaningful role for the lay perspective.

Bill Davidson

CBT4Wales

This has been an exciting year for the CBT4Wales committee and the Welsh branches. We have faced the challenge of the financial constraints in the NHS and continued to press for improved access to CBT for Welsh patients.

A great deal of work went in to setting up a one-day conference at the Wales Millennium Centre in Cardiff in March. This inspirational day, hosted by CBT4Wales and Professor Paul Salkovsis who gave generously of his time and expertise, achieved a great deal for the CBT4Wales agenda and generated renewed interest in the work of BABCP.

The Accreditation desk at the conference was kept busy with enquiries throughout the day and the conference concluded with a call for members to be involved in CBT4Wales and their local branches. Since then conference members have been in touch with the committee to express their interest and to offer their support.

As reported in the May 2014 issue of *CBT Today* the conference highlighted the NICE guidelines and the efficacy of CBT for the treatment of common mental health problems to a diverse audience which included policy advisors to the Welsh Government and board members from the Local Health Boards.

Since the conference took place, the Welsh Minister for Health and Social Services has announced new funding to deliver psychological therapies in Wales, and in what seems to have been a sea change, has emphasised the need to deliver evidenced-based therapies specifically making reference to CBT and MBCT. He has also stressed the need to provide an adequately trained and skilled workforce to deliver therapies. The funding involved is a drop in the ocean, particularly when compared to the funding made available for the English IAPT, with just £550,000 shared by seven Health Boards and a further £100,000 to the Welsh Veterans Service, but it is welcomed as a step in the right direction and a sign that the Welsh Government are recognising the need in Wales.

CBT4Wales intends to continue to press for improvements to access in Wales in the coming year. We have achieved BABCP representation on some of the Psychological Management committees in Welsh Health Boards, so hope to directly influence plans for CBT provision in this way.

CBT4Wales has also worked towards improving access to high-quality training for clinicians in Wales and were delighted to have secured a one-day workshop from Christine Padesky which was held in Llandudno in May. This was well attended and the feedback from delegates was excellent. A return event has also been negotiated for a two-day workshop in 2016. The committee will continue to collaborate on future events to enhance the sterling work of the individual branches in providing good quality CPD and increasing the BABCP membership.

Maggie Fookes - Chair and NCF Representative

Irish Association for Behavioural & Cognitive Psychotherapies (IABCP)

The following is an outline of IABCP activities over the past year.

IABCP Development Plan

The IABCP Committee submitted a proposed Development Plan to the Board for consideration in November 2013. We await a formal response from the Board.

The all-Ireland Branch has been in existence for over 40 years and the current membership number of 400 includes 139 Accredited members. Yet IABCP remains under promoted and relatively unsung particularly in the 26 Counties.

There is an urgent need to promote our members to the public, to the medical, psychological and counselling professions, relevant policy makers including the Health Service Executive in the south and in the Northern Ireland Health Trusts, to Health Ministers both north and south and to health insurance companies.

'Future Direction for Psychological Therapies in the North' states that funding needs to go into maintaining and increasing the availability of CBT, development of career pathways for psychological therapists and ensure that not only Clinical Psychologists can apply for certain roles. This is also true for southern Ireland where CBT and IABCP are not adequately represented when it comes to policy making.

We believe that some funding of the vital activities planned by IABCP, to make our organisation and CBT more visible, ought to be provided from central funds.

CPD Workshops

IABCP has been very active in providing and promoting CPD workshops and is encouraging the growth of membership throughout the country, and plans to hold upcoming workshops across the four Provinces of Ireland.

A winter workshop was held in Dublin on 'CBT for Addictions', presented by Frank Ryan.

A spring workshop was held in Galway on 'Transdiagnostic CBT using Methods of Levels Therapy', presented by Warren Mansell.

Workshop Co-ordinator Roy Cheetham with the support of Beverley Bell is developing written protocols for workshop and event hosting by IABCP.

A workshop is due to take place in Dublin on 5 September on 'CBT in Practice across Ireland' to showcase some of our local expertise.

ACT Conference in Dublin, December 2014

The IABCP committee is collaborating with the BABCP ACT Special Interest Group on an upcoming ACT Conference due to be held in Dublin this December.

Submission to Quality & Qualifications Ireland (QQI)

A submission was made in March 2014 by IABCP to QQI, the body responsible for setting standards for education in Counselling & Psychotherapy in the ROI, in response to a consultation process on a Draft Document.

IABCP AGM

This will take place in Dublin on 5 September. Elected office holders will remain in place for three years to ensure continuity in the lead up to Annual Conference due to be held in Belfast in 2016.

Paddy Love - Chair, Mairead Ryan - Secretary and NCF Representative

Policies and Procedures Audit Committee

BABCP has a long history and has grown as an organisation since its early days. As a result we have many policies and procedures which have themselves grown and been modified over the years. Although these have served the organisation well, they now need scrutiny to ensure they conform to standards of good governance.

As a result, the Board has convened a subcommittee to examine all BABCP policies and procedures and recommend amendments and additions as needed. To date we have completed this process with regard to complaints and discipline, and finance. We expect the committee's work to be finished by the next AGM, at which time review of policies and procedures will revert to each relevant committee on an annual basis in line with a common review template based on best practice.

Rob Newell - Chair and Board Lead

Accounts Overview

The year to 30 April 2014 has realised a surplus of £147,497 compared with last year's surplus of £29,463. The surplus comprises a figure of £139,814 as net operational gains, and a further £7,683 as a result of the revaluation of our investments. The Trustees had set a budget for 2013/14 which predicted an overall surplus for the year of around £60,000, but this has been considerably exceeded due primarily to increasing subscriptions, workshop fees and Course Accreditation fees. However, the coming year will see a need for us to invest in our infrastructure as our database and IT systems require considerable upgrade.

This year has seen total financial income for the Association rise to £1.406 million from £1.228 million in 2012/13, an increase of over 13 per cent.

Some observations of income/expenditure compared with 2012/13 are made here. Staff costs have increased by 3.19 per cent (compared with nine per cent last year) due to further increases in the numbers of staff employed, some re-grading of existing staff and annual pay increases. However, due to continuing increased efficiencies, and despite an increase in numbers, this represents a proportion of turnover of 39.97 per cent which is down from 44.35 per cent on last year. Professional fees (within charitable expenditure) have reduced to £100,583 from £133,959 last year despite an increase in Accreditation activity. Rent has remained fairly static at £49,051 (from £49,793 last year).

Overall advertising income (including flyers and inserts) has increased again and was 6.73 per cent higher than last year at £124,521. The small increase in subscriptions and an increase in numbers of members has meant that the total income from subscriptions increased by 9.91 per cent (from 12.97 per cent last year).

Membership Subscriptions 2014/15

Current economic conditions and a predicted increase in costs such as printing, travel and subsistence mean that the Trustees have again been cautious in producing the budget for next year. They have also considered the fact that we must ensure that our level of Reserves is maintained at a level to satisfy the Charity Commissioners' recommendations.

In addition, a recent analysis of the costs of servicing the needs of the Membership has revealed that each member actually costs the Association £21.52 after taking into account the subscriptions paid. This is, however, offset to some degree by other areas of activity which produce a surplus (e.g. Conferences, website listings, Gift Aid, etc.), and results in a small surplus of £6.95 per member. Clearly, continuing in this vein leaves our financial position at some risk as any unanticipated drop in income from these other sources could have serious implications for BABCP. This has identified the need to increase membership subscriptions. However this has been kept to an absolute minimum given the tight financial situation many members are currently in. It is proposed by the Trustees at the Annual General Meeting, to increase all classes of membership subscription by £4, or 33p per month if paid on instalments. The standard full membership fee will therefore increase to £70 (if paid by direct debit).

It has also been decided that the option to pay by monthly instalments will be withdrawn as a result of the administrative time taken and the costs of claiming direct debits via BACS. However, in the first year of renewal, the option to pay by two equal six monthly instalments will be available.

These changes will take effect from 1 October 2014. It is still considered that membership is extremely good value for money and subscriptions are substantially lower than in most comparable organisations.

Investments Selection Policy

In earlier years, after taking financial advice and in accordance with Article 24(a) of the Articles of Association, the Trustees considered that £50,000 could be invested in the longer term, leaving sufficient funds for immediate use throughout the year. Consequently, in August 2007 £15,000 was invested with Kames Ethical Equity Fund (formerly known as AEGON) and £35,000 was invested with F&C Stewardship Income Fund. The Trustees considered that the charity needed to achieve long-term capital appreciation and income. Until a situation is reached where the charity needs to use the income from the investment, accumulation funds were chosen.

In the year to 30 April 2014, the value of these investments appreciated by £7,683 (2013: increase of £9,574). The Trustees still consider this to be an acceptable rate of return for their longer term objective of capital growth.

The ethical investment policy agreed by the Trustees is:

BABCP adopts an ethical investment policy, which is in line with its responsibilities as a registered charity, and which complements the aims and objectives of the organisation. In this respect it seeks to invest with companies who have proven socially responsible portfolios and to have its investments managed by financial advisors who are ethically led with a demonstrable record of sound financial control and planning.

In this respect the policy statement reflects the aims and objectives of our charity:

- 1 BABCP considers ethical investment is consistent with the aims and objectives of the organisation.
- 2 BABCP adopts a policy of supportive ethical investment. That is to say investing in companies with a commitment to responsible business practices, positive products and services. BABCP does not consider it appropriate to invest by negative screening.
- 3 Whilst investing ethically, such a policy is not in conflict with its requirement to maximise funds for the benefit of the organisation, and ensure that such a policy does not involve a risk of significant financial detriment.

The remaining funds fluctuate throughout the year and are held in an interest-bearing deposit account. During the year as these funds fluctuate, it is agreed by the Trustees that the money should be invested on the money market for fixed short-term periods (seven days upwards, but more usually for three month terms) to attract higher interest rates and to meet their requirements to generate income and secure capital values. The Finance Manager, in consultation with the Treasurer to the Trustees, will accordingly decide the amount and period of investment to allow sufficient funds to remain in the current accounts for immediate use.

Grant-Making Policy

Fifteen years ago a Research Fund was set up with the ultimate objective of making grants for research relevant to the objectives of the Association. In 2007 the fund achieved sufficient assets to be able to make annual grants. The Trustees have a policy for making such grants and they have invited applications for modest research grants in previous years. Several applications were received for grants of up to £20,000 and these were considered by the Research Fund Committee who made recommendations to the Trustees. Three years ago the decision was made to consider applications for funding of up to £20,000 per annum to fund a PhD. Therefore the Trustees approved an application for £59,775 over three years to fund a PhD in Cognitive Behavioural Therapy, the final payment for which was made in November 2013. At the time of writing, the Committee are considering this year's applications.

Reserves

The Trustees have reviewed the level of free reserves, which are unrestricted funds not invested in fixed assets held by the charity, and they are satisfied that the level of reserves is adequate.

At the last day of the financial year, the amount of reserves was £529,079 (2013: £381,582) of which designated funds were £452,761 (2013: £349,721). It should be remembered that designated funds are still unrestricted funds.

Funding

The Trustee Directors are satisfied that the charity's assets are adequate to fulfil its obligations.

The main source of funding continues to be annual subscriptions from members for their membership and accreditation. Membership subscriptions can always be increased to meet the costs of any additional services to members but the Trustees have to consider carefully what level of subscription members will accept without withdrawing from membership. The charity has maintained a 93 per cent renewal rate or better for very many years and at this level, there have always been more new members joining each year than required to maintain the membership level.

Accreditation fees and subscriptions cover the cost of providing accreditation services. The Trustees regularly review these costs and adjust the fees accordingly. Gift Aid also provides an increasing source of income as more members join the scheme enabling the charity to recover an additional 28 per cent of membership subscriptions from HM Revenue and Customs. However, all Gift Aid income goes to the Research Fund which is a designated fund. Selling of advertising through the Association media is a continuing source of revenue and the Trustees are seeking to increase this through special advertising supplements and advertising through the internet.

Risk Assessment

The Trustee Directors have assessed the major risks to which the charity is exposed, in particular those related to the operational finances of the charity, and are satisfied that systems are in place to mitigate the charity's exposure to major risks. The Trustees have embarked on a thorough risk assessment of all aspects of the charity's activities and implementation of risk management strategies.

Statement of Trustee Directors' Responsibilities

Company law requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the financial position of the company during the year and of its

financial position at the end of the year. In preparing those financial statements, the Trustee Directors should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the company and which enable them to ascertain their financial position and to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 1993 and regulations thereunder. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to Disclosure of Information to Auditors

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

Small Company Exemption

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Charity Requirements

This report has been prepared in accordance with requirements set down by the SORP 2005.

Auditors

The auditors, Ainsworths Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

ON BEHALF OF THE TRUSTEE DIRECTORS

.....

Director/Trustee

Dated 24 July 2014

Independent Auditor's Report

to the Members of British Association for Behavioural and Cognitive Psychotherapies

We have audited the financial statements of the British Association for Behavioural and Cognitive Psychotherapies for the year ended 30 April 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity'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 charity'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 charity and the charity's members as a body, for our audit work, for this report or for the opinions we have formed.

Respective responsibilities of Trustees and Auditor

As explained more fully in the Statement of Trustee Directors' Responsibilities, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of; whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustee Directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 April 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustee Directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit

Michael Heys (Senior Statutory Auditor)
for and on behalf of Ainsworths Limited
Chartered Accountants and Statutory Auditors
The Globe Centre
St James Square
Accrington
Lancashire
BB5 0RE

Dated 24 July 2014

Statement of Financial Activities

(incorporating the income and expenditure account)
for the year ended 30 April 2014

	Notes	2014 £	2013 £
INCOMING RESOURCES			
Incoming resources from generated funds:			
Activities for generating funds	2	133,315	125,256
Investment income		1,219	1,516
Sub total incoming resources from generated funds		<u>134,534</u>	<u>126,772</u>
Incoming resources from charitable activities:			
Membership subscriptions		603,878	549,414
Accreditations		355,587	287,980
Branch events and workshop bookings		249,487	199,876
Other income from charitable activities	3	59,544	59,949
Sub total incoming resources from charitable activities		<u>1,268,496</u>	<u>1,097,219</u>
Other incoming resources		3,176	4,158
TOTAL INCOMING RESOURCES		<u>1,406,206</u>	<u>1,228,149</u>
RESOURCES EXPENDED			
Costs of generating funds	4	74,184	65,917
Charitable activities	5	1,180,91	1,131,099
Governance costs	4	11,290	11,244
TOTAL RESOURCES EXPENDED		<u>1,266,392</u>	<u>1,208,260</u>
NET (EXPENDITURE)/INCOME FOR THE YEAR	6	139,814	19,889
OTHER RECOGNISED GAINS/LOSSES			
Unrealised (loss)/gain on revaluation of investment assets		7,683	9,574
NET MOVEMENT IN FUNDS		<u>147,497</u>	<u>29,463</u>
Total funds brought forward		381,582	352,119
TOTAL FUNDS CARRIED FORWARD		<u>529,079</u>	<u>381,582</u>

All the income and expenditure in the year are of unrestricted funds.

There are no acquisitions or discontinued operations in the year. All of the charity's activities are classed as continuing.

There are no other recognised gains or losses other than those shown in the Statement of Financial Activities.

Balance Sheet

as at 30 April 2014

	Note	2014		2013	
		£	£	£	£
FIXED ASSETS					
Intangible fixed assets	9		4,684		16,072
Tangible fixed assets	10		9,137		9,379
Investments	11		63,666		55,983
			<u>77,487</u>		<u>81,434</u>
CURRENT ASSETS					
Debtors and prepayments	12	180,352		166,479	
Cash at bank and in hand		368,062		273,058	
		<u>548,414</u>		<u>439,537</u>	
CREDITORS					
Amounts falling due within one year	13	96,822		139,389	
NET CURRENT ASSETS			<u>451,592</u>		<u>300,148</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>529,079</u>		<u>381,582</u>
CREDITORS					
Amounts falling due after more than one year	14		-		-
NET ASSETS			<u>529,079</u>		<u>381,582</u>
THE FUNDS OF THE CHARITY					
Unrestricted income funds:					
Designated	15		452,761		349,721
General	16		76,318		31,861
TOTAL CHARITY FUNDS	16		<u>529,079</u>		<u>381,582</u>

These accounts were prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 24 July 2014.

Signed on behalf of the Board of Trustees

.....

T Chalder
Director/Trustee

The notes on pages 46 to 55 form part of these accounts

Notes to the Financial Statements

for the year ended 30 April 2014

1 ACCOUNTING POLICIES

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention except for investments which have been included at revalued amounts, and in accordance with applicable accounting standards, the Financial Reporting Standard for Smaller Entities (effective April 2008) and follow the recommendation in the Statement of Recommended Practice: Accounting by Charities (SORP) 2005.

(b) Cash flow statement

The Trustee Directors have taken advantage of the exemption in Financial Reporting Standard No 1 (Revised) from including a cash flow statement on the grounds that the charity is a small company as defined in Section 382 of the Companies Act 2006.

(c) Incoming resources

Membership subscriptions and accreditations are recognised in full in the period in which they are received. All other income is recognised on an accruals basis, with income relating to events after the year end being deferred.

(d) Resources expended

Expenditure is classified under the principal categories set out in the Statement of Recommended Practice.

Costs of charitable activities are those directly associated with achieving the charity's goals. Governance costs are those incurred in connection with the management of the charity's assets, organisational administration and compliance with constitutional and statutory requirements.

Resources expended are recognised on an accruals basis.

(e) Branch transactions

Branch transactions are included in full in the financial statements.

(f) Fund accounting

Unrestricted funds are subscriptions and other incoming resources received or generated for expenditure on the general objectives of the charity.

Designated funds are unrestricted funds which have been designated for specific purposes by the trustees.

(g) Intangible fixed assets

Intangible fixed assets represent expenditure developing the website which is to be written off over its estimated useful life of three years.

(h) Tangible fixed assets

All tangible fixed assets are capitalised at cost. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over its expected useful life as follows:-

Office equipment	15%	reducing balance
Computer equipment	50%	reducing balance

(i) Investments

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on any revaluations or disposals throughout the year.

(j) Operating leases

Rentals payable under operating leases are charged to the SOFA on a straight line basis over the lease term.

(k) Pensions

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged in the SOFA.

(l) Taxation

The company is a registered charity and is therefore exempt from Income Tax and Corporation Tax under the provisions of Section 505(1) of the Income and Corporation Taxes Act 1988.

(m) Grants Payable

Each year the charity makes a single grant for research to be carried out into behavioural and cognitive psychotherapies. The liability is recognised when the obligation arises.

During a previous year, the charity became contractually committed to funding a PhD. The research project lasts for three years and the grant is payable in three instalments of £19,925, each one falling due at the start of the academic year. The full liability of the commitment has been recognised in these financial statements but the grant shown in the Statement of Financial Activities represents the current year instalment only.

2 ACTIVITIES FOR GENERATING FUNDS

	2014	2013
	£	£
Advertising, flyers and inserts	124,521	116,671
Address labels	8,289	7,832
Professional services rendered	505	753
	<u>133,315</u>	<u>125,256</u>

3 OTHER INCOME FROM CHARITABLE ACTIVITIES

	2014	2013
	£	£
Journals	1,660	1,425
Gift Aid	26,535	24,586
National Conference & Workshop event surplus	20,704	25,262
Branch event administration fees	10,645	8,676
	<u>59,544</u>	<u>59,949</u>

4 ALLOCATION OF SUPPORT COSTS

The Association allocates its support costs on a basis consistent with the use of resources, as shown in the table below.

	Cost of generating funds	Charitable activities	Governance costs	2014 TOTAL	2013 TOTAL
	£	£	£	£	£
Travel, accommodation and subsistence	-	121,843	5,339	127,182	124,963
Printing and publishing	32,579	97,737	-	130,316	101,934
Hire charges	141	2,670	-	2,811	2,255
Staff costs	28,108	534,046	-	562,154	544,730
Stationery	287	5,447	-	5,734	4,842
Postage and distribution	1,945	36,949	-	38,894	38,119
Rent	2,453	46,598	-	49,051	49,793
Insurance	214	4,061	-	4,275	3,609
Audit fees	-	-	4,475	4,475	4,375
Accountancy services	-	-	1,476	1,476	1,914
Repairs and renewals	38	724	-	762	943
Software/computer supplies	1,238	23,517	-	24,755	21,539
Telephone	594	11,286	-	11,880	12,198
Bank charges	710	6,392	-	7,102	5,470
Amortisation of website costs	5,694	5,694	-	11,388	11,500
Depreciation	183	3,474	-	3,657	4,466
Loss on disposal	-	-	-	-	222
TOTAL SUPPORT COSTS	74,184	900,503	11,290	985,977	932,872

5 ANALYSIS OF CHARITABLE EXPENDITURE	2014	2013
	£	£
Grants payable (see below)	19,925	19,925
Event costs	154,313	116,641
Publicity	3,619	3,061
Professional fees	100,583	133,959
Support costs (see note 4)	900,503	855,711
Sundry expenses	1,975	1,802
	<u>1,180,918</u>	<u>1,131,099</u>

The grant of £19,925 was paid to the University of Oxford from the designated Research Fund to sponsor Kate Muse's PhD research into 'Developing and evaluating valid, reliable and cost-effective measures of CBT competence'. This grant represents the final instalment of three.

6 NET EXPENDITURE/INCOME FOR THE YEAR

The net expenditure/income for the year is stated after charging:

	2014	2013
	£	£
Auditors' remuneration:		
Audit services	4,475	4,375
Non-audit services	1,476	1,914
Amortisation of website costs	11,388	11,500
Depreciation of owned tangible assets	3,657	4,466
Loss on disposal of owned tangible assets	-	222
Pension costs	42,419	35,190
	<u>42,419</u>	<u>35,190</u>

7 STAFF COSTS

Staff costs during the year were as follows:-

	2014	2013
	£	£
Wages and salaries	476,074	467,607
Social security costs	43,661	41,933
Pension costs	42,419	35,190
	<u>562,154</u>	<u>544,730</u>

The average number of staff employed by the charity (including Trustee Directors) during the year was:

	2014	2013
	number	number
Trustee Directors	10	10
Provision of charitable services	18	18
	<u>28</u>	<u>28</u>

No employee earned £60,000 per annum or more in this or the preceding year.

8 TRUSTEE DIRECTORS AND CONNECTED PERSONS

No Trustee Director received any remuneration in the year, directly or indirectly, from the charitable company.

The charity reimbursed travel expenses incurred by 10 (2013: 10) Trustee Directors during the year amounting to £5,339 (2013: £4,955).

9 INTANGIBLE FIXED ASSETS

	Website and portal costs
Cost:	£
At 1 May 2013	36,151
Additions	-
At 30 April 2014	36,151
Depreciation:	
At 1 May 2013	20,079
Charge for the year	11,388
At 30 April 2014	31,467
Net book value at 30 April 2014	4,684
Net book value at 30 April 2013	16,072

10 TANGIBLE FIXED ASSETS

	Office equipment	Computer equipment	TOTAL
	£	£	£
Cost:			
At 1 May 2013	7,771	26,622	34,393
Additions	784	2,631	3,415
Disposals	-	-	-
At 30 April 2014	8,555	29,253	37,808
Depreciation:			
At 1 May 2013	3,487	21,527	25,014
Charge for the year	700	2,957	3,657
Eliminated on disposals	-	-	-
At 30 April 2014	4,187	24,484	28,671
Net book value at 30 April 2014	4,368	4,769	9,137
Net book value at 30 April 2013	4,284	5,095	9,379

11 INVESTMENTS	2014	2013
	£	£
Valuation brought forward at 1 May 2013	55,983	46,409
Net gain/loss on revaluation	7,683	9,574
Valuation carried forward at 30 April 2014	63,666	55,983

The investment is in a UK open-ended investment company, held to provide an investment return for the charity.

12 DEBTORS	2014	2013
	£	£
Trade debtors	126,531	94,790
Other debtors	3,084	9,611
Prepayments and accrued income	50,737	62,078
	180,352	166,479

13 CREDITORS	2014	2013
Amounts falling due within one year	£	£
Trade creditors	16,122	71,525
Accruals	23,193	17,494
Deferred income	47,584	18,238
Social security and other taxes	9,775	12,119
Other creditors	148	88
Grants payable	-	19,925
	96,822	139,389

The movement in deferred income is analysed as follows:

	2014	2013
	£	£
Deferred income brought forward	18,238	11,632
Income recognised this year	(18,238)	(11,632)
Income received this year deferred to later years	47,584	18,238
Deferred income carried forward	47,584	18,238

The income deferred relates to branch events and workshops invoiced but were yet to take place at the year end.

14 CREDITORS

Amounts falling due after one year	2014	2013
	£	£
Grants payable	-	-
	<u>-</u>	<u>-</u>

15 DESIGNATED FUNDS

	Research funds	Branch funds	TOTAL
	£	£	£
At 1 May 2013	92,775	256,946	349,721
Incoming resources	52,289	247,845	300,134
Resources expended	(20,070)	(177,024)	(197,094)
At 30 April 2014	<u>124,994</u>	<u>327,767</u>	<u>452,761</u>

Name of fund	Description, nature and purposes of the funds
Research funds	For the provision of grants to third parties to carry out research relevant to the objectives of the Association.
Branch funds	This represents the surplus of income over expenditure arising from branch events held.

16 UNRESTRICTED FUNDS

	Designated funds	General funds	TOTAL
	£	£	£
Funds at 1 May 2013	349,721	31,861	381,582
Incoming resources	300,134	1,106,072	1,406,206
Resources expended	(197,094)	(1,069,298)	(1,266,392)
Gain on revaluation of investment assets	-	7,683	7,683
Funds at 30 April 2014	<u>452,761</u>	<u>76,318</u>	<u>529,079</u>

17 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Designated funds	General funds	TOTAL
	£	£	£
Fixed assets	857	76,630	77,487
Current assets	499,488	48,926	548,414
Creditors falling due within one year	(47,584)	(49,238)	(96,822)
	<u>452,761</u>	<u>76,318</u>	<u>529,079</u>

18 OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2014		2013	
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Expiring:				
Within one year	-	-	-	-
Between two and five years	38,504	11,832	38,504	11,382
	<u>38,504</u>	<u>11,832</u>	<u>38,504</u>	<u>11,382</u>

19 CONTINGENT LIABILITIES

There were no contingent liabilities at 30 April 2014 or 30 April 2013.

20 OTHER COMMITMENTS

There were no other commitments at 30 April 2014 or 30 April 2013.

21 POST BALANCE SHEET EVENTS

There have been no significant events affecting the financial statements since the balance sheet date.

22 TRANSACTIONS WITH TRUSTEE DIRECTORS

No Trustee Director or other related party was a party to any transaction with Trustee Directors during the year except as disclosed in note 8 on page 51.

23 CONTROLLING RELATED PARTY

The Trustee Directors are the controlling related party by virtue of their office in the company.

24 COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. The liability of each member by way of their guarantee to the company is to contribute a sum not exceeding £10 to the assets of the company if so required on the winding up of the company.

At 30 April 2014 there were 9,872 (2013: 9,551) members

Notes

Notes



BABCP

Imperial House, Hornby Street, Bury BL9 5BN

babcp@babcp.com

0161 705 4304

www.babcp.com