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Letter from the BABCP President
to the Annual General Meeting 2016

Dear Colleagues

It is great to welcome you to Belfast for the Annual Conference. It is such a fantastic showcase for the organisation and also exemplifies our mission to let people know that CBT can change people’s lives.

A lot has happened this year, and it’s fitting I start by thanking Rob Newell. Rob has been a fantastic President, and I was saddened when he felt the need to step down at the end of 2015.

It has been somewhat daunting returning to the role of President after so many years. The organisation has moved on significantly and successfully, but there are also a multitude of challenges. Foremost is how to change the structures within our organisation so it can more swiftly respond and deliver.

We have really tried to grapple with this as a Board, and are doing this in three different ways:

• By being clear about governance arrangements, with agreement that each main committee will have a Board chair or co-chair.

• Each committee has been tasked to work with the Board to create a delegation log of authority within which it can act without coming back to the Board for approvals. The aim is to empower and speed up delivery in committees. Linked to this is an awareness that neither the Board (responsible for strategy) or committees (helping refine and deliver) can deliver anything much without our colleagues in the BABCP office led by the very able Ross White.

• There has also been a focus within the office, trying to bring our management and support up to full strength. We have restructured the senior management positions to now include a Senior Finance Officer and a Membership and Branch Liaison Manager. That post will help us prioritise our internal communications with our members and branches and also consolidate our membership offer. The post of Senior Clinical Adviser is also being advertised, as discussed at last year’s AGM and following consultation with the membership, to add expertise and capacity in managing external communications and providing the additional strategic Board support.

There have also been many more areas of discussion, debate and decision. A key area has been on clarifying our goals regarding accreditation. Accreditation has been incredibly successful both for individuals and also our organisation. It is widely recognised and respected. We will be continuing the process of accreditation unchanged - with a goal that it identifies people who have successfully gained knowledge and skills in CBT, and are committed to ongoing CPD and supervision. However, we have made recommendations to alter the process of re-accreditation. There have been concerns that the latter has become onerous and too prescriptive. We have had extensive discussions in the Board, and met with the chair (Mandy Cole) and chair-elect (Anne Garland) of the CBT Practitioners Accreditation Committee, CBTPAC, (was Accreditation and Registration Committee). As a result, we have agreed that the following changes will be introduced over the coming months:

• A move to a 12 month CPD cycle - on a continuous basis, avoiding the mad rush to write reflective learning logs 3 months before a five yearly reaccreditation process. This will be supported by an online CPD log to allow members to update their CPD “live” and we anticipate this will be available in September/October 2016.
• A move to a lighter touch process of re-accreditation where we place a greater emphasis on trusting the judgement of the supervisor and the trainee to arrange supervision that is suited to the person’s practice. We will however be auditing CPD and supervision logs more often.

• We are also being clearer about what exactly accreditation means. It does not mean someone has become a CBT professional and is no guarantee of safe practice. Instead, it is a clear statement of the training received and ongoing commitment to CPD and supervision – hallmarks of good practice.

We are also similarly looking at the processes and objectives of the Conduct Committee- and considering how we aim to respond if there are complaints against our members. **You are invited to a presentation by myself and Kate Davidson on Friday at 1pm in a President’s Session (details below) - do come along to hear a summary of the main arguments.**

No major changes are being made this year, however we are moving towards a system where:

• If a member has a core profession that is regulated (e.g. GMC, HCPC etc). we will always refer the complainant there, as is currently our position.

• If (1) doesn’t apply, however the person is employed (e.g. by the NHS, an education department or social services, including private employers of services such as private IAPT providers etc), we will refer the complainant to their complaints process.

• Finally, there is a group of our members who are neither regulated by a professional body, nor employed – this group is largely self-employed. We are currently having further discussions with the Conduct committee about this group. However, our lawyers advise that we do not accept complaints because we have no statutory powers to investigate or compel attendance at disciplinary events. There is also a danger to the organisation of processing complaints poorly and inconsistently, and a suggestion is instead we ask our valued members in this position to confirm to us that they have in place a complaints process that we can refer complainants to.

If our discussions at Board and with the wider membership conclude that this is a sensible route to take, we could potentially provide a template complaints process as a service for members in this situation. There are many benefits of such a stance, and downsides (notably risk and costs to the organisation) of not going this route, and it is a conversation we are therefore starting with the wider membership to see if we can obtain a consensus view going forwards.

Dr. Chris Williams
BABCP President

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**Date for the diary:**

*Presidents Session: Friday 17 June 2016 1pm*

*Controversies and Questions for BABCP*

Speakers: Steve Flatt: What should evidence-based services look like?
Chris Williams and Kate Davison: BABCP - Complaints and Accreditation - what is an appropriate approach?
Annual General Meeting Agenda
Thursday 16 June 2016 at 12.45pm
Meeting Room 1, Belfast Waterfront Conference Centre,
2 Lanyon Place, Belfast, BT1 3WH

1 Apologies for Absence
2 Minutes of the 2015 Annual General Meeting
3 Matters arising from the 2015 Annual General Meeting minutes
4 Annual reports 2015/16 including:
   • President
   • Treasurer
   • Committee Chairs and Trustees
5 Special Resolutions to Amend the Articles of Association of BABCP
   The following changes are proposed in relation to BABCP’s Articles of Association as follows.
   I To add “Memorandum” to the document title so it is known as Memorandum and Articles of Association.
   To add the following categories of membership; Associate Membership and Student Membership and so make previous members as Ordinary Members. Special resolutions ii to xix, as attached, impact the Articles as.
   II Article 2
   III Article 3a
   IV Article 3b
   V Article 3c
   VI Article 3d
   VII Article 3e
   VIII Article 6
   IX Article 7
   X Article 9, also includes
   XI Article 11, also includes “The Board is obliged to call such meetings upon receipt of a written request by 50 Ordinary Members”
   XII Article 12
   XIII Article 13
   XIV Article 17
   XV Article 22 a,b,c, also includes “Nominations shall be sought… sent eight weeks prior to the Annual General Meeting ……returnable in 21 days thereafter g,h
XVI  Article 45
XVII Article 46
XVIII Article 48 d

The Special Resolutions are attached.

All other amendments to the Articles and to the Standards of Conduct, Performance and Ethics are administrative in nature such as updating internal references or updating references to legislation.

6  Membership Subscription 2016/17

The Board will propose rates of membership subscriptions to apply from 1 October 2016 to 30 September 2017. The recommendations of the Board are attached.

7  Election of Board Members for 2015/16
   a  Two Elected Members (three year term)*
   b  One Elected Member (one year term)
      *No ballot was required

8  Honorary Fellow

9  Fellow

10  Branch of the Year

11  Any Other Announcements
Minutes of the Annual General Meeting
held on Thursday 23 July 2015 at 6.00pm at University of Warwick

In Attendance:
Rob Newell (Skipton), Trudie Chalder (London), Gerry McErlane (County Derry), Kate Davidson (Scotland), Krish Nath (Board), Allan Brownrigg (North West), Brenda Davis (Sussex), Steve Flatt (North East), Chris Cullen (Staffordshire), Rod Holland (Co-opt), Bill Davidson (Co-opt), Charlie McConnachie (Scotland), Helen Macdonald (South Yorkshire), Colin Blowers (Sussex), Rodger Baker (Dorset), Chris Brannigan (Warwickshire), Sarah Corrie (Surrey), Laura Black (Edinburgh), Katy Grazebrook (South East), Erica De Longe (Essex), Gillian Todd (Cambridge), Andrew Parkin (Leicestershire), Michael Scott (Merseyside), Nick Hawkes (Hertford), CJ Scott Warren (Jersey), Ray Novaco (California), David Veale (London), Shirley Reynolds (Reading), Rosetta Lewinson (Gloucester), Ann O’Hanlon (Co Down), Maggie Fookes (North West Wales), Thomas Reeves (North East), Anita Kainth (Middlesex), Mandy Cole (Devon), Chris Williams (Scotland), Fiona Kennedy (Isle of Wight), John Taylor (Northumberland), Jo Stace (Newcastle-upon-Tyne), Paul Salkovskis (Bath), Howard Lomas (Scotland), Sally Pugh (Scotland), Caroline Williams (North West), Anne Garland (East Midlands), Stephen Herron (Belfast), Lorna Hogg (South West).

Also in attendance (not voting)
BABCP Employees - Ross White (Company Secretary & Office Manager), Sandra Wolfson (PA to Company Secretary), Mark Addis (Accreditation Liaison Officer), Alistair Shottin (Office Administrator), Rachel Osborne (Course Accreditation Officer), Isabelle Scrivens (Apprentice Finance Officer).

Signed ............................................................................... Signed ...............................................................................
President Trustee

Date ................................................................. Date .................................................................
1 Apologies for Absence
Tommy MacKay, Lambton Phillips, Linda Matthews

2 Minutes of the Annual General Meeting (AGM) 24 July 2014
The minutes of the Annual General Meeting of 24 July 2014 were accepted as a true record and
signed by Rob Holland, President and Gerry McErlane, Honorary Treasurer.

3 Matters arising from the 2014 Annual General Meeting minutes
There are no matters arising that are not dealt with as part of this year’s Agenda.

4 Annual Reports 2015

President’s Report
The President requested those present to read the reports contained in the 2014-15 BABCP
Annual Report. No questions were forthcoming.

Treasurer’s Report
The Treasurer reported that the Finance Manager was not available for comment.

The Treasurer stated that there was a healthy surplus as contained in the Statement of Financial
Activities. Part of this is to be re-invested in a new database. There is also the need for an
additional role of a Clinical Advisor (part-time). A business plan is to be drawn up to support this
additional role. Paul Salkovskis stated that he would be concerned about media expertise. Rob
Newell stated that this would be a special resolution and was not looking for ratification at this
AGM.

The Treasurer thanked the Branches and SIGs for their hard work and their activity. It was also
mentioned that he looked forward to the next Summer Conference which is to be held in Belfast
in June 2016.

There were no questions from the members present and the accounts were approved as a true

The Treasurer proposed the membership also accepted Ainsworth’s, Accounts, as BABCP auditor
for 2014-15 - Approved

The Treasurer proposed that Ainsworths were to continue as Auditors of the Association.
Proposed ......................... seconded ......................... – Agreed.

Committee Chairs and Trustees
The President requested questions from those present regarding the various reports of the
respective Committee and Working Party Chairs or Board Leads. No questions were forthcoming.

5 Resolutions to amend the Articles of Association of BABCP
(i) To add “Memorandum” to the document title so it is known as Memorandum and Articles of
Association – Withdrawn
(ii) To add “... and all Directors forming part of that quorum shall be afforded one vote each with
decisions to be passed on a majority basis.” To Article 23. Agreed
(iii) To replace “adopt such means as they deem necessary” in Article 26 with “maintain a ‘BABCP
Policy Schedule’ and ‘BABCP Bye Law Schedule’ as a central register” – Agreed
6 Membership Subscription
The Treasurer suggested an increase in membership subscriptions by £3.50 per month, to apply from 1 October 2015 to 30 September 2016. After general discussion a vote was taken.

In favour 23, Against 11, Abstentions 2

Paul Salkovskis suggested a concessional rate to be re-considered.
Rob Newall concluded that this would not have to wait to be discussed at the next AGM but could be discussed sooner.

7 Election of Board members for 2015/6
The President informed the meeting the following are being invited to join the Board as President Elect, Honorary Treasurer and two Trustees:

a) President Elect – Chris Williams (four year term)
b) Honorary Treasurer – Gerry McErlane (three year term)
c) Trustee – Gillian Todd (three year term)
   Trustee - Tom Reeves (three year term)

The President thanked everyone who had voted.

8 Honorary Fellow
The President stated that the 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 member:-

Roger Baker
Chris Brannigan
Colin Espie
Mark Freeston

Fellow
Dr Fiona Kennedy

9 Branch of the Year
The Branch of the Year was awarded to : -
   • Glasgow Branch

Neil Harmer Award for Branch Excellence was awarded to : -
   • Yorkshire Branch

10 Closing Business
The President announced that the Tapas Evening was to be held in the Panorama Suite.
Special Resolutions
Agenda Item 5

Special Resolution that:

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

ii To replace “The Association shall consist of Members, Fellows and Honorary Fellows (provided that the expression “member” in all Articles subsequent to and including Article 5, shall apply to Members, Fellows and Honorary Fellows).” in Article 2 with “The Association shall consist of Associate Members, Student Members, Members, Fellows and Honorary Fellows (provided that the expression “ordinary member” in all Articles subsequent to and including Article 5, shall apply to Members, Fellows and Honorary Fellows).”

iii To replace “Membership shall be open to people in disciplines such as clinical and educational psychology, nursing, social work and probation, psychiatry and general medicine, occupational and speech therapy, counselling, education, research, etc. whose interests meet the Objects of the Association and whose work promises to further these Objects.” in Article 3a with “Associate Membership and Ordinary Membership shall be open to people in disciplines such as clinical and educational psychology, nursing, social work and probation, psychiatry and general medicine, occupational and speech therapy, counselling, education, research, etc. and Student Membership open to people in full-time higher education whose interests meet the Objects of the Association and whose work promises to further these Objects.”

iv To replace “Applicants for membership of the Association shall submit such information in support of their application as the Board of Directors shall require.” in Article 3b with “Applicants for each category of membership of the Association shall submit such information in support of their application as the Board of Directors shall require.”

v To replace “The Association is primarily an interest group and membership does not confer any professional status. Members may not use their membership to infer any such professional status.” in Article 3c with “The Association is primarily an interest group and no membership category confers any professional status. Members within any category of membership may not use their membership to infer any such professional status.”

vi To replace “The subscription for all members shall be a sum paid annually to be agreed at the Annual General Meeting within the following considerations

a Members living in the United Kingdom, Ireland and British Forces Postal areas shall pay the same rates. A reduction will be agreed for members paying by Direct Debit.

b Members in other countries may be required to pay a different rate to reflect the higher costs incurred by the Association in air mail posting and in contacting those members”, in Article 3d with,

“The subscription for all associate members, student members and members shall be a sum paid annually to be agreed at the Annual General Meeting within the following considerations

a Ordinary Members living in the United Kingdom, Ireland and British Forces Postal areas shall pay the same rates. A reduction will be agreed for Ordinary Members paying by Direct Debit. Associate Members living in the United Kingdom, Ireland and British Forces Postal areas shall pay the same rates.”
b  Associate Members, Student Members or Ordinary Members in other countries may be required to pay a different rate to reflect the higher costs incurred by the Association in air mail posting and in contacting those members

vii To replace “The subscribers to the Memorandum shall also be members of the Association.” in Article 3e with “The subscribers to the Memorandum shall also be Associate Members, Student Members or Ordinary Members of the Association.”

viii To replace “Any member who is found, pursuant to the Complaints Procedure or the Disciplinary Procedure 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.” in Article 6 with “Any Associate Member, Student Member or Ordinary Member who is found, pursuant to the Complaints Procedure or the Disciplinary Procedure 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.”

ix To replace “The Board of Directors may, in their absolute discretion, permit any member of the Association to retire or resign, provided that if any member wishes to resign from membership of the Association upon notification by the Association that an allegation against that member is being investigated, that member’s resignation shall not take effect until the allegation has been resolved.” in Article 7 with “The Board of Directors may, in their absolute discretion, permit any Associate Member, Student Member or Ordinary Member of the Association to retire or resign, provided that if any such member wishes to resign from membership of the Association upon notification by the Association that an allegation against that member is being investigated, that member’s resignation shall not take effect until the allegation has been resolved.”

x To replace “Annual General Meetings shall be held not more than fifteen months after the previous Annual General Meeting with notice in writing and the Agenda being given to all members not less than 21 clear days prior to the meeting.” In Article 8 with, “Annual General Meetings shall be held not more than fifteen months after the previous Annual General Meeting with notice in writing and the Agenda being given to all Ordinary Members not less than 21 clear days prior to the meeting.”

xi To replace “The Board is obliged to call such meetings upon receipt of a written request by ten members.” in Article 9 with “The Board is obliged to call such meetings upon receipt of a written request by 50 Ordinary Members.”

xii To replace “Each member shall have one vote. Subject to special voting procedures for specific purposes as set out in Article 22, such proposals as may from time to time be put to the vote of the Association's membership at General Meetings (which expression shall include Annual General Meetings and Special General Meetings) shall be carried by a simple majority of the members entitled to vote and voting. In the case of any equality of votes, the chairman (appointed in accordance with the procedure below) shall be entitled to a casting vote in addition to any other vote he may have” in Article 11 with, “Each Ordinary Member shall have one vote. Subject to special voting procedures for specific purposes as set out in Article 22, such
proposals as may from time to time be put to the vote of the Association's ordinary membership at General Meetings (which expression shall include Annual General Meetings and Special General Meetings) shall be carried by a simple majority of the members entitled to vote and voting. In the case of any equality of votes, the chairman (appointed in accordance with the procedure below) shall be entitled to a casting vote in addition to any other vote he may have”.

xiii To replace “In the event members are unable to attend General Meetings of the Association, members shall be entitled to cast their votes on proposals put to the vote of the Association's membership at General Meetings, by advance postal and/or electronic means, in accordance with the procedures for such voting as specified by the Board of Directors and notified to members in advance of such General Meetings.” in Article 12 with, “In the event members who are entitled to vote are unable to attend General Meetings of the Association, those members shall be entitled to cast their votes on proposals put to the vote of the Association's Ordinary Members at General Meetings, by advance postal and/or electronic means, in accordance with the procedures for such voting as specified by the Board of Directors and notified to those members in advance of such General Meetings.”

xiv To replace “The quorum necessary at General Meetings of the Association shall be 30 members.” in Article 13 with, “The quorum necessary at General Meetings of the Association shall be 30 Ordinary Members.”

xv To replace “The Association shall be managed by members who represent the Association on a Governing Board of Directors.” in Article 17 with, “The Association shall be managed by Ordinary Members who represent the Association on a Governing Board of Directors.”

xvi To replace in Article 22

a All Directors shall be members of the Association.

b The President Elect, Secretary, Treasurer and six Elected Members (and if necessary under Article 22(f), the President) shall be elected by ballot of the whole membership.

c Nominations shall be sought by notice in writing to all members of the Association, sent eight weeks prior to the Annual General Meeting (or General Meeting if the Board of Directors so decides pursuant to Article 22(g)), duly completed and signed by the nominee and the members proposing and seconding the nominee, and returnable in fourteen days thereafter. Ballot papers will be dispatched not less than three weeks prior to the Annual General Meeting and votes may be returned by postal or electronic means, in accordance with the procedures for the return of ballot papers as made and notified to members by the Board of Directors. The votes shall be counted and the results published at the Annual General Meeting. All ballots shall be on the basis of a simple majority.

g If any Director should resign from office, the Board may appoint from amongst the Association's members a person to act as the resigning officer until an election be held. The election will be at the next Annual General Meeting as in Articles 22(b) and (c) or earlier as the Board shall decide. In the case of an Elected Member resigning or being considered unsuitable as in Article 22(f), the election will be for an Elected Member to serve the remaining term of office of the resigning member.

h The Board may co-opt from amongst the Association's members any individual who is qualified to be appointed as a Director to fill any vacancy arising from an elected post not being filled but the co-opted Director holds office only until the next AGM.
With;

a All Directors shall be Ordinary Members of the Association.

b The President Elect, Secretary, Treasurer and six Elected Members (and if necessary under Article 22(f), the President) shall be elected by ballot of the whole ordinary membership.

c Nominations shall be sought by notice in writing to all Ordinary Members of the Association, sent eight weeks prior to the Annual General Meeting (or General Meeting if the Board of Directors so decides pursuant to Article 22(g)), duly completed and signed by the nominee and the Ordinary Members proposing and seconding the nominee, and returnable in 21 days thereafter. Ballot papers will be dispatched not less than three weeks prior to the Annual General Meeting and votes may be returned by postal or electronic means, in accordance with the procedures for the return of ballot papers as made and notified to Ordinary Members by the Board of Directors. The votes shall be counted and the results published at the Annual General Meeting. All ballots shall be on the basis of a simple majority.

g If any Director should resign from office, the Board may appoint from amongst the Association's Ordinary Members a person to act as the resigning officer until an election be held. The election will be at the next Annual General Meeting as in Articles 22(b) and (c) or earlier as the Board shall decide. In the case of an Elected Member resigning or being considered unsuitable as in Article 22(f), the election will be for an Elected Member to serve the remaining term of office of the resigning member.

h The Board may co-opt from amongst the Association's Ordinary Members any individual who is qualified to be appointed as a Director to fill any vacancy arising from an elected post not being filled but the co-opted Director holds office only until the next AGM.

xvii To replace "Where a minimum of fifteen members wish to apply to establish a Group they should do so in writing to the Secretary of the Association outlining the proposed aims of the Group indicating how these support and enhance the Objects of the Association." in Article 45 with, "Where a minimum of fifteen Ordinary Members wish to apply to establish a Group they should do so in writing to the Secretary of the Association outlining the proposed aims of the Group indicating how these support and enhance the Objects of the Association."

xviii To replace “Each Group shall elect a committee to organise its activities and liaise with the Association's Directors with whose consent such committee may operate.” in Article 46 with, “Each Group shall elect a committee or Ordinary Members to organise its activities and liaise with the Association's Directors with whose consent such committee may operate.”

xvx To replace “Every member of the Association undertakes to contribute such amount as may be required (not exceeding £10) to the Association’s assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member, for payment of the Association's debts and liabilities contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.” in Article 48 d with," Every Ordinary Member of the Association undertakes to contribute such amount as may be required (not exceeding £10) to the Association’s assets if it should be wound up while he or she is an Ordinary Member or within one year after he or she ceases to be an Ordinary Member, for payment of the Association's debts and liabilities contracted before he or she ceases to be an Ordinary Member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves."
**Membership Subscriptions 2016/17**

**Agenda Item 6**

**PROPOSAL**

The BABCP Board is proposing to the AGM on 16 June 2016 no increase in membership subscriptions for 2016/17.

The Board of Directors (Trustees) will propose the following rates of membership subscriptions to apply from 1 October 2016 to 30 September 2017.

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<th></th>
<th>Annual Payment</th>
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<tr>
<td></td>
<td>UK &amp; Ireland</td>
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<tr>
<td>Ordinary Member</td>
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<td>Ordinary Member Reduced Rate*</td>
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*NOTE: The reduced rate is available to those Members who can demonstrate that they have a gross income of less than £21,692.00 per annum.*

**NOTE: Associate Membership is aimed at those not practising CBT in a professional capacity in return for a reduced membership package as agreed by the Board.*

***NOTE: Student Membership is aimed at those members attending Higher Education in a full-time capacity in return for a reduced membership package as agreed by the Board.*

All overseas postal mail will be by airmail.
British Association for Behavioural and Cognitive Psychotherapies
(A Company Limited by Guarantee)

Report and Financial Statements
For the year ended 30 April 2016
## Contents of Financial Statements
for the year ended 30 April 2016

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Trustees and Officers
for the year ended 30 April 2016

TRUSTEE DIRECTORS: Rob Newell (President – resigned as President 1 December 2015, remaining as Trustee)
Kate Davidson (Honorary Secretary, appointed 1 August 2013)
Gerry McErlane (Honorary Treasurer, appointed 28 June 2012)
Allan Brownrigg (Appointed 18 July 2013)
Yaa (Krish) Nath (Appointed 18 July 2013)
Brenda Davis (Appointed 24 July 2014)
Steve Flatt (Appointed 24 July 2014)
Tom Reeves (Appointed 23 July 2015)
Gillian Todd (Appointed 23 July 2015)
Chris Williams (President Elect - appointed 23 July 2015, President from 3 December 2015)

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
National Westminster Bank plc
33 Park Street
Walsall WS1 1ER

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 2016

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 30 April 2016.

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 Articles of Association also currently incorporating its Memorandum of Association.

Principal Activities and Objectives
The British Association for Behavioural and Cognitive Psychotherapies (BABCP), the ‘Association’, is a multi-disciplinary interest group primarily aimed at people involved in the practice and theory of behavioural and cognitive psychotherapies. However, membership is open to anyone willing to support the objectives of the organisation.

The objectives 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 objectives 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 2015 to 30 April 2016 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.

Rob Newell (President - resigned as President December 2015, remaining as Trustee)
Trudie Chalder (Past President - resigned July 2015)
Kate Davidson (Honorary Secretary)
Gerry McErlane (Honorary Treasurer)
Allan Brownrigg
Yaa (Krish) Nath
Brenda Davis
Chris Cullen (Resigned July 2015)
Steve Flatt
Tom Reeves (Appointed July 2015)
Gillian Todd (Appointed July 2015)
Chris Williams (President Elect - appointed July 2015, President from December 2015)

Organisational Structure
The Trustees are each elected for a period of three or four years by the full membership of the Association. They serve having been elected as Trustees to act on the Board as ordinary members, President, Secretary or Treasurer. The President usually 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. Elections are held annually with usually 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 and have a Board member as Chair or Co-Chair (previously Board Lead) for governance reasons. 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 Board. Committees and groups operating throughout the reporting period were: Conduct Committee, Accreditation and Registration Committee (renamed the CBT Practitioners and Accreditation Committee during the year), Finance Committee, Branch Liaison Committee, Scientific Committee, Behavioural and Cognitive Psychotherapy Journal Editorial Committee, the Cognitive Behaviour Therapist Journal Editorial Committee, Communications Committee, Research Committee, Conference Strategy Committee, Strategic Development Unit (withdrawn in September 2015), Psychological Wellbeing Practitioner Committee (withdrawn in September 2015), Fellowship Committee, Policy and Procedures Audit Committee (withdrawn in September 2015), Course Accreditation Committee and Evidence Based Parent Training Practitioner Accreditation Working Group. Chairs of all committees combine with the Board of 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
suitable electronic means such as email exchanges. New Trustees attend an induction programme. The first face-to-face business meeting for the whole Board is held in September, which is seen as the first business meeting of the new business year.

Review of Work of the Association 2015-2016

Overview

This last year has seen further continued growth across many areas of BABCP. Membership grew to 10,366 by the end of April 2016, the highest membership so far and showing net growth of 251 over the financial year. This equates to 2.5% growth within the year. To put this in context, the previous recent year’s net growth by volume over the full financial year has been;

Membership growth however, is still exceeded by the relative growth in accredited members. At the end of April 2016 there were 4972 accredited members (48%) compared to April 2015 with 4,628 accredited members (46%) compared to 4,190 at the end of April 2014. At the end of April 2013 there were 3,630 accredited members. 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 from 2008-2009.
There has been a decrease in staff levels employed to support BABCP operating schedule as the full staff complement now equates to 16.05 full-time equivalents (FTE) at the end of this financial year, as shown in the table below. It was 18.05 at the end of the last financial year and 15.95 the year previous.

<table>
<thead>
<tr>
<th>Position</th>
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<tr>
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<tr>
<td>Secretary/PA</td>
<td>0.95</td>
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<tr>
<td>Finance Staff</td>
<td>2.0</td>
</tr>
<tr>
<td>Senior Accreditation Liaison Officer</td>
<td>0.6</td>
</tr>
<tr>
<td>2 Accreditation Liaison Officers</td>
<td>1.0</td>
</tr>
<tr>
<td>Admin Officer Course Accreditation</td>
<td>0.95</td>
</tr>
<tr>
<td>6 Administration Officers</td>
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<tr>
<td>Web &amp; IT Officer</td>
<td>2.0</td>
</tr>
<tr>
<td>Communications Officer</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Additional support is 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 six Accreditors working on a sub-contractual basis processing Accreditation applications.

There has been a significant increase in the volume of CPD events coordinated at Head Office on behalf of the 43 active Branches and Special Interest Groups over recent years. Shown per calendar year:

**Branch/SIG Events Coordinated Annually via Head Office**

This year has been challenging as a number of relatively large and significant IT projects have been launched whilst the organisation has been without a full complement of management staff in service over the majority of the year. However these projects - including a new CRM-based membership database and website - are long-term investments and will provide significant benefit on an operational level as well as being of strategic importance to the future development of BABCP. This year will see a remodelled senior management team help to implement the future strategic direction of the organisation. I am delighted to report that BABCP is continually developing its operating schedule to deliver increasing membership value for money whilst developing resource capabilities to work more effectively and efficiently to meet the immediate and future needs of BABCP.
Accreditation Committee

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 (Nursing), Linda Matthews (Counselling), Mark McCartney (Medicine), Denise Christy (AREBT), Helen Macdonald (Course Accreditation) and Brenda Davis (Board Lead and Co-Chair) for their work through the year. Supervisor and Trainer matters continue to be covered by the committee in the absence of an S and T Lead. Andy Gray has moved on from his post as ALO. Thanks were extended to him for his contribution in 2015. Rod Holland also stood down from his role on the Committee. He has served for more than 20 years. His contribution to major components of Accreditation including Minimum Training Standards and KSA criteria has been invaluable, and grateful thanks have been expressed. 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, Mark Addis, and Lisa Thomas 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. ALO’s have run Accreditor and KSA selector training events. Additional representation has been made by the ALO’s to a variety of meetings throughout the year, including a BABCP Scotland event, Evidence Based Parent Training Committee and the New Savoy Conference.

Business
Business this year has continued to focus on matters arising from the National Strategic Development Unit. It has been recognised that BABCP members, the wider healthcare system and the public may confuse Accreditation both with regulation and with competency. A number of changes will occur to Accreditation, the most significant of which will be to the Reaccreditation process, which will become self directed.

Other Business
1 On the advice of BABCP lawyers, the Committee will be chaired jointly by the Chair and Board Lead.
2 A variation has been agreed for the standard of live sampling as part of supervision, in circumstances where this is impossible to obtain (eg. Forensic settings where consent is refused by employer; Learning Disability settings where informed consent is difficult to obtain).
3 Feedback about the Accreditation process and experience is now obtained routinely. It is used in feedback reports to the Board, and will also inform changes to the process itself where indicated.
4 The Supervisors Training Manual collaboration with Derek Milne and Robert Reiser continues through a working party representing the key professions.
5 Amanda Cole will stand down as Chair and she will be succeeded by Anne Garland who was interviewed and appointed to Chair Elect in March. She will shadow the Chair for 12 months according to the Terms of Reference.
6 ‘Extended Practitioner Accreditation’ will be offered for a period of 2 years to previously Accredited Practitioners who have stopped seeing clients, but who continue to supervise or provide training on Accredited courses where Practitioner Accreditation is a requirement.
7 The external audit of the Accreditation procedure by all Committee members has taken place.
8 A KSA representative is to be sought to stand on the Committee since this is one of the largest groups of Accredited CBT Practitioners.
It is hoped that a lay member of the public will soon be available to join the Committee. Practitioner Accreditation continues to increase, currently standing around 4,950, which represents 48% of total membership. Standards and processes are continually reviewed and refined. The work of the Accreditors is much appreciated.

Amanda Cole

Course Accreditation Committee

This report is intended to provide an update on the activities of the Course Accreditation Committee, giving a summary of course accreditation activities carried out on behalf of the BABCP Board since the Annual Report 2015. The Course Accreditation committee meets approximately monthly via teleconference, and has at least one face-to-face meeting per year. The most recent meeting took place in May 2016. The committee is served by Course Accreditation Support Officer Helen Macdonald and Course Accreditation Registrar Rachel Osborne.

Course Accreditation Activities

The Committee oversees the process of course accreditation, and arranges to deliver course accreditation including convening panels, completing course accreditation visits, feeding back and preparing reports. Panels for visits are chaired by a member of the committee, and the Course Accreditation Registrar and Course Accreditation Support Officer are standing panel members for all visits where possible.

The course accreditation committee reviews and develops processes for course accreditation; in collaboration with other committees within BABCP, and with external bodies where appropriate.

Types of course accreditation include:

- Level 2: this type of programme provides all of the training required to meet the Minimum Training Standards for practitioner accreditation.
  - Level 2 programmes include those delivering the High Intensity Improving Access to Psychological Therapies (IAPT) curriculum; Children and Young People (CYP) IAPT CBT pathways; and Doctorate of Clinical Psychology programmes.

- Level 1: This type of programme delivers the quality expected from an accredited programme, but the quantity of training does not necessarily meet the Minimum Training Standards.
  - Level One programmes currently include those delivering CBT training as the first year or modules within a Level 2 accredited programme, standalone CBT trainings, and courses with specialist components such as CBT for psychosis,

EBPT: Evidence-Based Parenting Practitioner (IAPT) programmes follow a specific curriculum which partly overlaps with the CYP IAPT CBT curriculum, but specializes in parent training work.

BCT: Behavioural Couples Therapy: this accreditation is still in a pilot stage which is nearing completion. This is a post-qualification training which has been piloted with one programme and will form the first type of course accreditation for trainings aimed at qualified CBT therapists.

SMI IAPT: Severe Mental Illness: a process is being developed to accredit these trainings in CBT for psychosis (CBTp). It is still in development and has not yet been piloted. There are expected to be two pathways within this type of course accreditation, one for qualified CBT therapists, as an additional training, and one which provides both the basic CBT and the specialist CBTp training.

The course accreditation team has now worked with over 90 different courses, with 53 successful accreditations completed, and a further six programmes formally engaged in the accreditation process. There are accredited programmes in England, Scotland, Northern Ireland and Wales.
A total of 42 Level 2 programmes have achieved course accreditation.

- There are 12 Level 2 programmes that have achieved course accreditation and meet the BABCP core curriculum requirements, with one no longer running. One programme has received a panel visit, but has not yet completed the process.

- The Level two programmes include 27 High Intensity (IAPT) CBT programmes which became accredited initially. Of these, 17 are still running.

- The Level two programmes also include 2 Children and Young People (CYP) IAPT programmes, with a third which has received a panel visit and is in the process of completing course accreditation. There is also Level 2 programme specialising in Children and Young People's work which is not part of the IAPT programme.

- One Doctorate in Clinical Psychology (DClin) programme is now accredited at level 2.

- One Clinical Psychology programme has applied for accreditation of a CBT-specific pathway within the overall programme, and the visit has taken place.

There are 9 Level one programmes currently accredited, with four additional programmes where a visit has taken place, but the process is not yet completed.

Two Evidence-based parenting practitioner (EBPT) programmes are now accredited, with one further programme in the process of becoming accredited.

A pilot visit took place to visit a Behavioural Couples Therapy (BCT) programme. The visit was successful, and it has been agreed that this process for accrediting a post-qualification CBT programme can be applied in practice. The pilot programme has not completed the full BCT accreditation process.

Enquiries include new courses starting up, enquiries about independently delivered, international and shorter trainings for which no course accreditation process currently exists, and enquiries from well-established programmes wishing to pursue accreditation.

Reaccreditation takes place after five years, and all the programmes which have completed the reaccreditation process have been successful in maintaining their course accreditation status.

Other activities

**EBPT Individual accreditation:** A working group was convened in collaboration between the Accreditation Committee, and the Course Accreditation committee, and an individual accreditation process for Evidence-Based Parenting Practitioners has been developed, as agreed with the IAPT National Council. The launch of this process is due to take place later this year.

**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 most recent took place in September 2015, with meetings planned for the Annual Conference in June 2016, and in September 2016. 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.

**KSA training days:** The Course Accreditation Registrar contributes regularly to the KSA selection training days which usually 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 at least once every five years.

**Process and document review:** The terms of reference and process documents for the committee
and its activities were reviewed at the most recent face-to-face meeting in April 2016. The committee is reviewing its activities in response to the Board's development of new ways of working with the Trustees.

**Course accreditation development activities:**

The Course Accreditation Committee is completing work on accreditation processes for Behavioural Couples Therapy training.

There is now a draft process for SMI course accreditation which has been circulated to SMI programme directors for feedback. The process will be reviewed in the light of their comments, and a final draft will be prepared.

The course accreditation team has asked the Board to consider resources for developing workplace or service accreditation in order to recognise quality of setting for delivery of CBT.

The course accreditation committee is also looking at enhancing the involvement of service users in the work that it does, and hopes to carry out a consultation exercise in the coming year to identify how meaningful involvement could be enhanced and resources needed to do this.

The communications team has assisted the committee in developing logos for specific types of course accreditation so that courses are able to advertise using this when their course is accredited.

The course accreditation committee terms of reference have been reviewed and updated. There has been an election to the new role of Deputy Chair.

**Office**

The Course Accreditation Support Officer Rachel Osborne has researched the records and work is in progress to look at how many graduates of accredited programmes have gone on to seek individual accreditation via BABCP. The information is not always straightforward to identify.

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, service and education 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 2015-16, the Trustee member of the Committee has been Brenda Davis.

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 (deputy Chair), Rod Holland, Michael Townend, Deb McNally, Gillian Rayner, Nicky Dummett (Children's Speciality), Brenda Davis (Board Lead)

Helen Macdonald
**Conduct Committee**

The Conduct Committee continues to move through transition, started with the previous chair Chris Cullen, whilst still considering a range of allegations made against BABCP members. Allegations are increasingly serious in nature and over the last twelve months the Board has agreed to remove four members from BABCP and although this is a relatively low number and may be indicative of an increasing membership or that more allegations are being made by employers, it follows only a handful of members being removed over the previous three years. However, at the same time, there is also an increase in allegations made against members that are not considered beyond the initial triage stage because the complaint is not relevant to the BABCP Standards of Conduct, Performance and Ethics or, on occasion, are not serious enough to progress any further.

Over the previous twelve months or so the Conduct Committee has lost a number of longstanding members and will be looking to recruit replacements that are reflective of the make-up of the membership. At the same time, a lot of discussion is being generated about whether the complaints procedures need further amendment and what level of resource is appropriate to best support those procedures. A matter under serious consideration by the Board is whether the Committee should be processing complaints related to those members without a core profession and an employer.

Finally, I must offer my thanks to the committee - who are all volunteers - for their continuing unstinting service, and especially to Chris Cullen who will be leaving the Conduct Committee after long years’ of service many of which were as Chair. On behalf of the Committee and BABCP Board, I wish him well in his future endeavours.

**Members of the Committee are:**

Members of the Committee;
Yaa (Krish) Nath, Chair
Caroline Dugen-Williams, Vice-Chair
Chris Cullen
Chris Brannigan
Bill Davidson
Howard Lomas
Lisa Matthews, resigned December 2015

**Krish Nath - Chair**
Scientific Committee

The Scientific Committee has spent the past year organising the 2016 Spring Conference in London (on the subject of cultural adaptations of CBT) and the 2016 Annual Conference in Belfast. Attendance for the Belfast meeting is not yet finalised, but looks to be as good as the past two years’ conferences in Birmingham and Warwick. Plans are now under way for the 2017 conferences. The Spring Conference is planned to take place in Cardiff, and the Annual Conference will be held in Manchester. The Scientific Committee has already begun the planning process for these.

In parallel, the Scientific Committee has begun to replace some members, which was put on hold while the Board’s wishes were made clear. The other Board-directed structural change is that the leadership of the Scientific Committee has changed, such that the previous arrangement has been replaced with joint chairs, where one chair is a member of the Board. Planning for the turnover of chairs has also been considered.

Glenn Waller - Chair
Communications Committee

Good communications within the organisation and with outside agencies and the general public is crucial. The Communications Committee plays a central role in enabling this. The committee has traditionally worked with staff involved in the website, *CBT Today* and the twitter account, as these are the current ways in which the organisation communicates with its members and others. There is an ongoing project to purchase an app for accreditation purposes which is currently awaiting the development of the new database.

There have been recent changes in the committee with the resignation of two key members and the departure of the Communications & Branch Liaison Manager. As a result the committee now comprises three members and has met on one occasion in the last 12 months.

It is hoped that we can use the Annual Conference to reinvigorate the committee attracting new members with experience in communications, IT and social media. Following the conference we hope to organise a committee meeting as soon as possible to revisit the key aims of the committee and begin project planning for the next 12 months.

*Thomas Reeves - Chair and Board Lead*
Journals

de the Cognitive Behaviour Therapist
copy flow for CBT was slow for several years, but in 2014 and 2015 the journal team have been hugely successful in increasing the number of articles published. This has been a great achievement and looks set to continue into 2016. We expect the current volume to publish over page budget, as it will include the Special Issue on Clinical Supervision, a ‘Special Issue’ with Derek Milne and Rob Reiser as Guest Editors, which will be published in summer 2016 and promoted as forthcoming at the BABCP conference.

Emerging Sources Citation Index (ESCI)
CBT has recently been added to the ESCI, which is a new database created by Thomson Reuters. It will not result in an Impact Factor, but it will improve the visibility of the journal.

Behavioural and Cognitive Psychotherapy
BCP is sent out in print to all members of the BABCP, equating to circa 10,000 copies of each issue. In March 2015, the BABCP decided:

• All reduced rate members would be switched to online only access to BCP (circa 900 members)
• All new members will be asked specifically to opt-in to receive print. The default for all new members will be online only access. Estimate 1,000 new members per year, of which circa 320 are reduced rate. About 700 members do not renew each year.
• All existing members will be given the option to opt-out of receiving print, in favour of online only access to BCP. This was communicated with the renewal letters and the member e-ToC alerts, as well as within the print copies of the September and November 2016 issues of BCP. The assumption is that 30% of existing members will opt-out of print.

Green OA Policy
In 2015 Cambridge changed its Green Open Access policy. The BABCP decided to retain the original re-use terms and so both BABCP journals follow the original Green Open Access policy, described in the table below.

BCP Green OA re-use terms

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<th>Personal Website</th>
<th>Departmental / Institutional Repository</th>
<th>Non-commercial Subject Repository</th>
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<tr>
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<td>Upon publication</td>
<td>12 months after first publication</td>
<td>Abstract only in PDF or HTML format no sooner than first publication</td>
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</table>

Pamela Myles, Editor the Cognitive Behaviour Therapist
Paul Salkovskis, Editor Behavioural and Cognitive Psychotherapy
Research Fund Committee

The current Research Fund stood at just over £211,000 at the start of this financial year. This funding is sufficient for BABCP current research project commitments and provided financial support for further grant applications within the year. The successful research applications were:

1 Dr Marion Cuddy (Kings College London) and Dr Katherine Rimes (Kings College London). A Pilot Study of a Group Intervention for Couples Affected by Chronic Fatigue Syndrome.

2 Dr Katherine Berry (University of Manchester) and Professor Gillian Haddock (University of Manchester). Identifying and Overcoming Barriers Older People Face in Accessing CBT for Severe Mental Health Problems.

3 Dr Anna Coughtrey (UCL) and Dr Sophie Bennett (UCL). Families Experiences of Therapy for Depression, Anxiety and Behaviour Problems When a Child Has a Long-term Physical Illness.

Grants depend on the monies raised from Gift Aid and is further supported by a contribution from Spring and Summer Conference registration fees. Additional income this year has been generated from donations associated with the sale of private indemnity insurance policies via a third party introducer agreement. Therefore, please remember to Gift Aid your membership subscription fees on renewal.

David Veale - Chair Research Fund Committee
European Association for Behavioural and Cognitive Therapies (EABCT)

The European Association for Behavioural and Cognitive Therapies (EABCT) is an organisation that brings together 53 individual associations from 39 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. The latest country and Association to join was the Georgian Association accepted as a member in 2014.

During the year from July 2014 to June 2015, BABCP was represented by Katy Grazebrook at the EABCT AGM and half annual meeting.

In 2014/15 EABCT created the Honorary Fellow and EABCT Awards.

Rod Holland was awarded the first Honorary Fellowship of EABCT as a recognition of his outstanding work for EABCT. Rod Holland has been President of EABCT for the last six years and has been active in EABCT for over 30 years.

Paul Emmelkamp received the EABCT Award. The EABCT Award is given to a person that has been key to the development of CBT in the region of the congress.

The 45th EABCT conference is in Jerusalem (Israel), 31 August to 3 September 2015 ‘CBT: A road to hope and compassion for people in conflict.’ Future conference venues have been agreed; 2016 Stockholm (Sweden), 2017 Istanbul (Turkey), 2018 Sofia (Bulgaria). EABCT was successful in its bid to host the World Congress in 2019, the venue will be Berlin, Germany.

After two terms as President of EABCT, Rod Holland stepped down. Thomas Kalpakoglou was elected as President from a strong group of contenders. Helen Macdonald was re-elected as Secretary unopposed.

Thomas Kalpakoglou has been part of the EABCT since 1997. He started by representing the Greek Association for Behavioural Modification (GBA) and became one of the first members of EABCT’s working group on Training Standards. Thomas trained in the UK, doing his undergraduate degree at Keele University, and his PhD in Manchester under the supervision of Professor Nick Tarrier.

Thomas has a strong vision for EABCT in the future, promising to improve communication between the member associations and the governance structure within EABCT. He wishes to create a ‘mobile CBT academy’ taking excellent CBT training to countries where this is in short supply.

Katy Grazebrook
**Accounts Overview**

The financial year ending 30 April 2016 realised a small surplus of £982 compared to a budgeted loss of £6,142. This follows last year’s surplus of over £171,000 and the year before’s of over £147,000. The current year surplus is made up of £1,215 in operational profits less a small loss on investments.

It was expected that BABCP was to have invested around £150,000 in a new database and website by the end of the financial year and where this included costs of employing a project manager on contract. However, it was ascertained that a number of preliminary works were needed first in order to accommodate the new IT systems, namely upgraded servers and network, an increase in broadband capacity and improvements to security to protect the increase in volume and the type of data and transactions in the future. Therefore, the bulk of the £150,000 will now be committed in the following financial year where some of these costs will be capitalised.

BABCP however did experience a number of significant expenditures that were not foreseen when the financial forecasts for the year were set. Over £66,000 was incurred in ex-gratia payments and around £40,000 was also committed due to unanticipated professional fees.

Financial income for the Association rose to £1.553 million from £1.497 million the previous year, an increase of 3.7% compared to the previous annual increase of 7.3%. Here the increase in membership subscriptions of £50,000 twinned with an increase in office related income of a further £9,000 was augmented to a lesser degree by increases in income regarding accreditation, branch events/workshops and other charitable activities.

Wages and salaries increased by £77,176 or 15.7%. This is reduced to 0.02% if ex-gratia payments are subtracted. There was a 3.07% increase last year. Although there was a reduction in travel, accommodation and subsistence costs of around £16,000 though this was offset by a £20,000 increase in printing and publishing and another £24,000 in postage and distribution, largely due to increases in the production and delivery of CBT Today.

Professional fees amounted to £193,950, increasing by £56,852 on the previous year and some of these costs were unanticipated as stated above. However, the largest proportion of fees here are those paid to sub-contracted Accreditors and the Course Accreditation Registrar.

**Membership Subscriptions 2016/17**

The economic climate has all but plateaued over this financial year. However, membership numbers have still grown and the proportion of members with accreditation has also grown over the year. The predicted increase in costs in last year’s Annual Report such as printing, travel and subsistence have come to fruition. In response efforts have, and are being made, to ensure the organisation obtains the best value for money wherever possible and in seeking to rationalise costs where possible without undermining the quality of the services provided. At the same time, the Board is still mindful of the need to ensure sufficient financial reserves are available to satisfy the Charities Commission and will be using the financial controls at its disposal to ensure income and expenditure is managed as prudently as is reasonably possible. Therefore the Board is confident that the proposal to freeze membership subscriptions does not expose the organisation to any overt financial risk. Indeed, in offering the new categories of Associate and Student Membership the Board is seeking to recruit and retain greater membership numbers and so consolidate future income. Therefore, the standard full annual membership subscription will remain at £73.50 (if paid by direct debit). This means the
organisation continues to offer a membership package that is extremely good value for money and significantly lower than can be found in other comparable organisations.

**Investments Selection Policy**

After taking financial advice and in accordance with the Articles of Association, the Trustees invested £50,000 in the long term investment funds. 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. The Board will continue to reinvest the accumulated balance on both investment accounts until a situation is reached where the association needs to use the income from the investment as required. In the year to 30 April 2016, the value of these investments decreased in value by £233 to £70,174. The Trustees now believe that the time is right to take financial advice in regard to any alternative funds that may provide a greater return over the longer term.

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 interest-bearing deposit accounts.

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 Honorary Treasurer, 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**

Sixteen 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. A number of 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 new research awards were made in January 2015.

1. Dr Marion Cuddy (Kings College London) and Dr Katherine Rimes (Kings College London). A Pilot Study of a Group Intervention for Couples Affected by Chronic Fatigue Syndrome.
2. Dr Katherine Berry (University of Manchester) and Professor Gillian Haddock (University of Manchester). Identifying and Overcoming Barriers Older People Face in Accessing CBT for Severe Mental Health Problems.
3. Dr Anna Coughtrey (UCL) and Dr Sophie Bennett (UCL). Families Experiences of Therapy for Depression, Anxiety and Behaviour Problems When a Child Has a Long-term Physical Illness.

Grants depend on the monies raised from Gift Aid and is further supported by a contribution from Spring and Summer Conference registration fees. Additional income this year has been generated from donations associated with the sale of private indemnity insurance policies via a third party introducer agreement.

**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 £701,078 (2015: £700,096) of which designated funds were £661,862 (2015: £596,236). 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 92 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 review these costs and can 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 25 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 and social media.
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 Director/Trustee
Dated: Dated:
Independent Auditor’s Report

to the Members of the 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 2016 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 the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice) for smaller entities.

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 2016 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.

Matters on which we are required to report by exception

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:

- 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; or
  - the trustee directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report or in preparing the Report of Trustees.

Michael Heys (Senior Statutory Auditor)
for and on behalf of Ainsworths Limited
Chartered Accountants
and Statutory Auditors
Charter House
Stansfield Street
Nelson
Lancashire
BB9 9XY

Dated:
Statement of Financial Activities
(including the income and expenditure account)
for the year ended 30 April 2016

<table>
<thead>
<tr>
<th>Notes</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td></td>
</tr>
</tbody>
</table>

**INCOME**

Income from charitable activities:
- Membership subscriptions: 700,446 650,256
- Accreditations: 405,388 417,211
- Branch events and workshop bookings: 269,212 287,108
- Other income from charitable activities: 99,519 74,055

Income from trading activities:
- Activities for generating funds: 75,795 66,452
  - Total incoming resources: 1,553,162 1,497,294

**EXPENDITURE:**

- Costs of raising funds: 80,174 71,949
- Expenditure on charitable activities: 1,471,773 1,261,068
  - Total resources expended: 1,551,947 1,333,017

**NET INCOME (EXPENDITURE):**

- 1,215 164,277

**OTHER RECOGNISED (LOSSES) GAINS**

- Unrealised (loss)/gain on revaluation of investment assets: (233) 6,740

**NET MOVEMENT IN FUNDS**

- 982 171,017

**RECONCILIATION OF FUNDS**

- Total funds brought forward: 700,096 529,079
  - Total funds carried forward: 701,078 700,096

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities and is of an unrestricted nature.
## Balance Sheet

**as at 30 April 2016**

<table>
<thead>
<tr>
<th>Note</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
</tbody>
</table>

### FIXED ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intangible fixed assets</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Tangible fixed assets</td>
<td>12,967</td>
<td>7,592</td>
</tr>
<tr>
<td>Investments</td>
<td>70,173</td>
<td>70,406</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>83,140</td>
<td>77,998</td>
</tr>
</tbody>
</table>

### CURRENT ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debtors and prepayments</td>
<td>152,710</td>
<td>123,091</td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td>620,095</td>
<td>667,211</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>772,805</td>
<td>790,302</td>
</tr>
</tbody>
</table>

### LIABILITIES

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creditors falling due within one year</td>
<td>154,867</td>
<td>168,204</td>
</tr>
</tbody>
</table>

**NET CURRENT ASSETS**

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>617,938</td>
<td>622,098</td>
</tr>
</tbody>
</table>

**TOTAL ASSETS LESS CURRENT LIABILITIES**

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>701,078</td>
<td>700,096</td>
</tr>
</tbody>
</table>

### CREDITORS

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amounts falling due after</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>more than one year</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NET ASSETS**

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>701,078</td>
<td>700,096</td>
</tr>
</tbody>
</table>

### THE FUNDS OF THE CHARITY

**Unrestricted income funds:**

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designated</td>
<td>661,862</td>
<td>596,236</td>
</tr>
<tr>
<td>General</td>
<td>39,216</td>
<td>103,860</td>
</tr>
</tbody>
</table>

**TOTAL CHARITY FUNDS**

<table>
<thead>
<tr>
<th>Description</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>701,078</td>
<td>700,096</td>
</tr>
</tbody>
</table>

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 

Signed on behalf of the Board of Trustees

…………………………………………

Director/Trustee

The notes on pages 44 to 51 form part of these accounts
Notes to the Financial Statements
for the year ended 30 April 2016

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 written off over its expected 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-

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Rate</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office equipment</td>
<td>15%</td>
<td>Reducing balance</td>
</tr>
<tr>
<td>Computer equipment</td>
<td>50%</td>
<td>Reducing balance</td>
</tr>
</tbody>
</table>

(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 Statement of Financial Activities 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 Statement of Financial Activities.

(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 grants for research to be carried out into behavioural and
cognitive psychotherapies. The liability is recognised when the obligation arises.

In 2012, the charity became contractually committed to funding a PhD. The research project
lasted for three years and the grant was payable in three instalments of £19,925, each one
falling due at the start of the academic year. The full liability of the commitment was
recognised in the financial statements but the grant shown in the Statement of Financial
Activities represented the current instalment only.

Two new grant awards were made in April 2016.
### 2 OTHER INCOME FROM CHARITABLE ACTIVITIES

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journals</td>
<td>£3,450</td>
<td>£970</td>
</tr>
<tr>
<td>Gift Aid</td>
<td>£44,374</td>
<td>£47,904</td>
</tr>
<tr>
<td>National Conference &amp; Workshop event surplus</td>
<td>£51,695</td>
<td>£25,181</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£99,519</td>
<td>£74,055</td>
</tr>
</tbody>
</table>

### 3 ACTIVITIES FOR GENERATING FUNDS

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising, flyers and inserts</td>
<td>£66,144</td>
<td>£59,311</td>
</tr>
<tr>
<td>Address labels</td>
<td>£7,353</td>
<td>£6,405</td>
</tr>
<tr>
<td>Professional services rendered</td>
<td>£2,298</td>
<td>£736</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£75,795</td>
<td>£66,452</td>
</tr>
</tbody>
</table>
4 COSTS OF RAISING FUNDS

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

<table>
<thead>
<tr>
<th>Cost of Raising funds</th>
<th>Charitable Governance</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Travel, accommodation and subsistence</td>
<td>127,387</td>
<td>8,659</td>
<td><strong>136,046</strong></td>
</tr>
<tr>
<td>Printing and publishing</td>
<td>37,346</td>
<td>112,037</td>
<td><strong>149,383</strong></td>
</tr>
<tr>
<td>Hire charges</td>
<td>149</td>
<td>2,835</td>
<td><strong>2,984</strong></td>
</tr>
<tr>
<td>Staff costs (see note 7)</td>
<td>32,889</td>
<td>624,894</td>
<td><strong>657,783</strong></td>
</tr>
<tr>
<td>Stationery</td>
<td>271</td>
<td>5,146</td>
<td><strong>5,417</strong></td>
</tr>
<tr>
<td>Postage and distribution</td>
<td>3,081</td>
<td>58,541</td>
<td><strong>61,622</strong></td>
</tr>
<tr>
<td>Rent</td>
<td>2,534</td>
<td>48,148</td>
<td><strong>50,682</strong></td>
</tr>
<tr>
<td>Insurance</td>
<td>236</td>
<td>4,479</td>
<td><strong>4,715</strong></td>
</tr>
<tr>
<td>Audit fees</td>
<td>6,175</td>
<td><strong>6,175</strong></td>
<td>6,075</td>
</tr>
<tr>
<td>Accountancy services</td>
<td>4,135</td>
<td><strong>4,135</strong></td>
<td>1,563</td>
</tr>
<tr>
<td>Repairs and renewals</td>
<td>293</td>
<td>5,569</td>
<td><strong>5,862</strong></td>
</tr>
<tr>
<td>Software/computer supplies</td>
<td>1,608</td>
<td>30,544</td>
<td><strong>32,152</strong></td>
</tr>
<tr>
<td>Telephone</td>
<td>624</td>
<td>11,864</td>
<td><strong>12,488</strong></td>
</tr>
<tr>
<td>Bank charges</td>
<td>731</td>
<td>6,580</td>
<td><strong>7,311</strong></td>
</tr>
<tr>
<td>Amortisation of website costs</td>
<td>410</td>
<td>7,798</td>
<td><strong>8,208</strong></td>
</tr>
<tr>
<td>Depreciation</td>
<td>2</td>
<td>32</td>
<td><strong>34</strong></td>
</tr>
<tr>
<td><strong>TOTAL SUPPORT COSTS</strong></td>
<td><strong>71,949</strong></td>
<td><strong>944,331</strong></td>
<td><strong>13,611</strong></td>
</tr>
</tbody>
</table>
5 EXPENDITURE ON CHARITABLE EXPENDITURE

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants payable</td>
<td>£36,241</td>
<td>£</td>
</tr>
<tr>
<td>Event costs</td>
<td>£169,843</td>
<td>£156,898</td>
</tr>
<tr>
<td>Publicity</td>
<td>£349</td>
<td>£7,043</td>
</tr>
<tr>
<td>Professional fees</td>
<td>£193,950</td>
<td>£137,098</td>
</tr>
<tr>
<td>Support costs (see note 4)</td>
<td>£1,045,854</td>
<td>£944,331</td>
</tr>
<tr>
<td>Governance costs (see note 4)</td>
<td>£18,969</td>
<td>£13,611</td>
</tr>
<tr>
<td>Sundry expenses</td>
<td>£6,567</td>
<td>£2,087</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£1,471,773</td>
<td>£1,261,068</td>
</tr>
</tbody>
</table>

The current year grant paid of £36,241 is from the designated research fund and represents full and final settlement of the prior year grant award to sponsor research by Dr. Abigail Wroe (Reading University) and Professor Roz Shafran (UCL) into treating comorbid anxiety and depression.

6 NET INCOME FOR THE YEAR

The income for the year is stated after charging:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditors' remuneration:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audit services</td>
<td>£6,175</td>
<td>£6,075</td>
</tr>
<tr>
<td>Non-audit services</td>
<td>£4,135</td>
<td>£1,563</td>
</tr>
<tr>
<td>Amortisation of website costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation of owned tangible assets</td>
<td>£8,208</td>
<td>£4,977</td>
</tr>
<tr>
<td>Loss on disposal of owned tangible assets</td>
<td>£34</td>
<td>£1,646</td>
</tr>
<tr>
<td>Pension costs</td>
<td>£44,956</td>
<td>£42,038</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£44,956</td>
<td>£42,038</td>
</tr>
</tbody>
</table>

7 STAFF COSTS

Staff costs during the year were as follows:-

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>£569,291</td>
<td>£492,115</td>
</tr>
<tr>
<td>Social security costs</td>
<td>£43,536</td>
<td>£45,256</td>
</tr>
<tr>
<td>Pension costs</td>
<td>£44,956</td>
<td>£42,038</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£657,783</td>
<td>£579,409</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trustee Directors</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Provision of charitable services</td>
<td>19</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>29</td>
<td>28</td>
</tr>
</tbody>
</table>

The average number of persons employed during the year with emoluments exceeding £60,000 was as follows:-

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>
Staff costs incurred during the year in respect of these employees was as follows:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>64,992</td>
<td></td>
</tr>
<tr>
<td>Ex gratia costs</td>
<td>66,548</td>
<td></td>
</tr>
<tr>
<td>Social security costs</td>
<td>7,278</td>
<td></td>
</tr>
<tr>
<td>Pension costs</td>
<td>7,474</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>146,292</td>
</tr>
</tbody>
</table>

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 (2015: 8) trustee directors during the year amounting to £10,996 (2015: £5,633).

9 INTANGIBLE FIXED ASSETS

<table>
<thead>
<tr>
<th>Website and portal costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost:</td>
</tr>
<tr>
<td>At 1 May 2015</td>
</tr>
<tr>
<td>Additions</td>
</tr>
<tr>
<td>At 30 April 2016</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Depreciation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>At 1 May 2015</td>
</tr>
<tr>
<td>Charge for the year</td>
</tr>
<tr>
<td>At 30 April 2016</td>
</tr>
<tr>
<td>Net book value at 30 April 2015</td>
</tr>
<tr>
<td>Net book value at 30 April 2016</td>
</tr>
</tbody>
</table>

10 TANGIBLE FIXED ASSETS

<table>
<thead>
<tr>
<th>Office equipment</th>
<th>Computer equipment</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost:</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>At 1 May 2015</td>
<td>3,599</td>
<td>34,148</td>
</tr>
<tr>
<td>Additions</td>
<td>13,617</td>
<td>13,617</td>
</tr>
<tr>
<td>Disposals</td>
<td>(5,139)</td>
<td>-</td>
</tr>
<tr>
<td>At 30 April 2016</td>
<td>3,599</td>
<td>42,364</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Depreciation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>At 1 May 2015</td>
</tr>
<tr>
<td>Charge for the year</td>
</tr>
<tr>
<td>Eliminated on disposals</td>
</tr>
<tr>
<td>At 30 April 2016</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net book value at 30 April 2016</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net book value at 30 April 2015</td>
<td>1,891</td>
</tr>
<tr>
<td>Total</td>
<td>11,076</td>
</tr>
<tr>
<td>Net book value at 30 April 2015</td>
<td>7,592</td>
</tr>
</tbody>
</table>
11 INVESTMENTS

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valuation brought forward at 1 May 2015</td>
<td>70,406</td>
<td>63,666</td>
</tr>
<tr>
<td>Net (loss)/gain on revaluation</td>
<td>(233)</td>
<td>6,740</td>
</tr>
<tr>
<td>Valuation carried forward at 30 April 2016</td>
<td>70,173</td>
<td>70,406</td>
</tr>
</tbody>
</table>

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

12 DEBTORS

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade debtors</td>
<td>43,888</td>
<td>53,208</td>
</tr>
<tr>
<td>Other debtors</td>
<td>7,018</td>
<td>1,879</td>
</tr>
<tr>
<td>Prepayments and accrued income</td>
<td>101,804</td>
<td>68,004</td>
</tr>
<tr>
<td></td>
<td>152,710</td>
<td>123,091</td>
</tr>
</tbody>
</table>

13 CREDITORS

<table>
<thead>
<tr>
<th>Amounts falling due within one year</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade creditors</td>
<td>39,406</td>
<td>56,644</td>
</tr>
<tr>
<td>Accruals</td>
<td>59,051</td>
<td>25,329</td>
</tr>
<tr>
<td>Deferred income</td>
<td>41,580</td>
<td>47,584</td>
</tr>
<tr>
<td>Social security and other taxes</td>
<td>8,179</td>
<td>27,20</td>
</tr>
<tr>
<td>Other creditors</td>
<td>6,651</td>
<td>11,441</td>
</tr>
<tr>
<td></td>
<td>154,867</td>
<td>168,204</td>
</tr>
</tbody>
</table>

The movement in deferred income is analysed as follows:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deferred income brought forward</td>
<td>47,584</td>
<td>47,584</td>
</tr>
<tr>
<td>Amounts released from previous years</td>
<td>(47,584)</td>
<td>(47,584)</td>
</tr>
<tr>
<td>Income received this year deferred to later years</td>
<td>41,580</td>
<td>47,584</td>
</tr>
<tr>
<td>Deferred income carried forward</td>
<td>41,580</td>
<td>47,584</td>
</tr>
</tbody>
</table>

The deferred income relates to branch events and workshops that were invoiced for but had not taken place at the year end.
14 DESIGNATED FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Research funds</th>
<th>Branch funds</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
<td></td>
</tr>
<tr>
<td>At 1 May 2015</td>
<td>211,013</td>
<td>385,223</td>
<td>596,236</td>
</tr>
<tr>
<td>Incoming resources</td>
<td>82,881</td>
<td>255,072</td>
<td>337,953</td>
</tr>
<tr>
<td>Resources expended</td>
<td>(36,367)</td>
<td>(235,960)</td>
<td>(272,327)</td>
</tr>
<tr>
<td>At 30 April 2016</td>
<td>257,527</td>
<td>404,335</td>
<td>661,862</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Designated funds</th>
<th>General funds</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
<td></td>
</tr>
<tr>
<td>Funds at 1 May 2015</td>
<td>596,236</td>
<td>103,860</td>
<td>700,096</td>
</tr>
<tr>
<td>Incoming resources</td>
<td>337,953</td>
<td>1,215,209</td>
<td>1,553,162</td>
</tr>
<tr>
<td>Resources expended</td>
<td>(272,327)</td>
<td>(1,279,620)</td>
<td>(1,551,947)</td>
</tr>
<tr>
<td>Loss on revaluation of investment assets</td>
<td>(233)</td>
<td>(233)</td>
<td></td>
</tr>
<tr>
<td>Funds at 30 April 2016</td>
<td>661,862</td>
<td>39,216</td>
<td>701,078</td>
</tr>
</tbody>
</table>

17 ANALYSIS OF NET ASSETS BETWEEN FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Designated funds</th>
<th>General funds</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
<td></td>
</tr>
<tr>
<td>Fixed assets</td>
<td>302</td>
<td>82,838</td>
<td>83,140</td>
</tr>
<tr>
<td>Current assets</td>
<td>724,438</td>
<td>48,367</td>
<td>772,805</td>
</tr>
<tr>
<td>Creditors falling due within one year</td>
<td>(62,878)</td>
<td>(91,989)</td>
<td>(154,867)</td>
</tr>
<tr>
<td></td>
<td>661,862</td>
<td>39,216</td>
<td>701,078</td>
</tr>
</tbody>
</table>
Notes