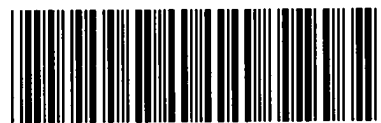


Company number: 03258939
Charity number: 1058545

The United Kingdom Council for Psychotherapy

Annual report and financial statements
For the year ended 30 September 2019

TUESDAY



A90JJWX5

A16

10/03/2020

#174

COMPANIES HOUSE

Reference and Administrative Details

Company number 03258939 – incorporated in the United Kingdom

Charity number 1058545 – registered in England and Wales

Registered office and operational address

2nd Floor, America House
2 America Square
London
EC3N 2LU

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Trustees

Keith Carlton	
Divine Charura	Appointed 23 January 2019
Bob Cooke	
Andy Cottom	UKCP Vice-Chair
Brett Kahr	Appointed 23 January 2019
John Loughrey	Lay
Jacqueline McCouat	
Martin Pollecoff	UKCP Chair
Neil Robertson	UKCP Treasurer
Juliet Rosenfeld	Appointed 1 January 2019
Suzy Walker	Lay
Nasima Khanom	Resigned 31 December 2018
Pat Hunt	Resigned 31 December 2018

Key Management Personnel

Sarah Niblock	Chief Executive
Matt Nicholls	Head of Content & Engagement (until 23 August 2019)
Helen Willingham	Head of Content & Engagement (from 9 September 2019)
Cath White	Head of Operations (from 25 January 2019)
Jovana Perzic	Head of Academic Enterprise & Innovation (from 18 February 2019)

Bankers

CAF Bank Ltd
Kings Hill West Mallings
Kent
ME19 4TA

Bankers (continued)	Barclays Bank plc PO Box 2764 London NW3 6JD
Solicitors	Fieldfisher 35 Vine Street London EC3N 2AA
Auditor	Sayer Vincent LLP Chartered Accountants and Statutory Auditor Invicta House 108-114 Golden Lane London EC1Y 0TL

A message from our Chief Executive

The year 2018/19 has been a significant period of consolidation and growth at UKCP. We enjoyed a higher than anticipated increase in membership due to a range of factors including our significantly improved public visibility. We have benefited from a major and unprecedented increase in external facing media activity, and events which focussed on demystifying the profession and explaining the benefits of high quality, regulated psychotherapies to new audiences. Those target audiences have included the business and corporate sector as well as the public and policymakers. Our membership growth may also be partly explained by a global increase in the number of people willing to change careers and invest in training towards a more values-driven occupation.

Our policy influence was much more impactful, aided in no small part by our collaborative working relationships with similar organisations who, in the past, we may have been in conflict with. This has not only increased our access to key policymakers, it has enriched our profession through mutual areas of understanding and development. For instance, the collaboration with the British Psychological Society (BPS) and British Association for Counselling and Psychotherapy (BACP) through an All-Party Parliamentary Group (APPG) on Prescribed Drug Dependency has resulted in a best-practice guideline and training for practitioners.

We launched our revised Code of Ethics and Professional Practice, finally realised after several iterations and consultations since 2013. The Code has been praised publicly for its clarity. Our Complaints and Conduct Team handled a far higher caseload in 2018/19, possibly again due to our higher profile and the increased communications we have done about the complaints process. That said, the number of complaints leading to actual hearings remained static. An ongoing root cause analysis of cases going back to the origins of the process in 2012 is providing useful data for communications and training focussing on prevention.

Key challenges faced in 2018/19 were technological. Enhancements and updates have been made to the Salesforce CRM, while a new system has been installed for more rapid and efficient processing of payments at renewal time. Our IT infrastructure was ageing and ailing presenting acute risks to business continuity. We migrated emails to the cloud and have replaced failing desktop PCs with laptops and docking stations for flexibility and real-time notetaking. We also encountered many difficulties with the current website and Find a Therapist portal which are not easy to fix with the current platform. We began looking at the feasibility of a rebuild to create a much more appropriate, flexible and lasting solution.

Our people are our most valued asset and 18/19 has witnessed something of a transformation in the culture of our highly skilled, dedicated and expert staff team. They now have a promotions route to enable career building, along with proper training and development opportunities and a high-functioning human resources facility. We now have a Senior Management Team focussed on the continuous enhancement of UKCP, with an entrepreneurial, innovative mindset which is nevertheless committed to the highest standards and to our charitable objectives. On the very few occasions we now need to recruit, we attract exceptional candidates.

Prof. Sarah Niblock
UKCP Chief Executive

Trustees' Annual Report

The trustees present their report and the audited financial statements for the year ended 30 September 2019.

Reference and administrative information set out on pages 1 and 2 form part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

This report looks at what the charity has achieved and the outcome of its work within the past 12 months. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps trustees ensure the charity's aims, objectives and activities remained in line with its stated purposes.

The trustees review the aims, objectives and activities of the charity each year.

Charitable objectives

Our charitable objectives provide a framework through which our strategic objectives can be achieved. They are:

- To promote the art and science of psychotherapy and psychotherapeutic counselling for the public benefit
- To promote research in psychotherapy and psychotherapeutic counselling and to disseminate the results of any such research
- To promote high standards of education, training and practice in psychotherapy and psychotherapeutic counselling
- To promote the wider provision of psychotherapy and psychotherapeutic counselling for all sections of the public

Our vision

We want a world in which emotional and mental wellness is a human right.

Our purpose

To transform lives by unlocking potential.

Our mission

Alongside professional support for our members, we are the leading research, innovation, educational and regulatory body working to advance psychotherapies for the benefit of all.

Our strategic aims help us to meet our objectives. They permeate all our projects, informing the work we do and how we deliver our services.

Strategic objectives

For 2018/19 our strategic objectives were:

Improving access to psychotherapy

We will raise the profile of UKCP and psychotherapy to influence public, service users, media, policymakers, professions and partners and make us the 'go to' body for psychotherapy. Our profile-raising activity will target diverse audiences to encourage them to join the profession or feel more open to seeking psychotherapy.

Engaging better

We will improve the membership 'offer' to attract new, and retain existing, members, as well as promoting the benefit of membership. We will attract new members from minority groups across all ethnicities, genders, sexuality, ages and abilities.

Maintaining standards of excellence

We will improve the way we govern ourselves and regulate our members by reviewing existing structures across the organisation. A particular priority is increasing diversity to ensure we and our members are truly reflective and cognizant of the issues and contexts of all in society, regardless of background.

Collaborating for success

We will broker new, and develop existing, collaborations with professional bodies, service users, the media and those in research and private sector. We will also develop relationships with those representing minority groups to help us achieve mutual diversity aims.

Research

We will develop and deliver a research strategy to promote psychotherapy and psychotherapeutic counselling and inform our members' training and development for the benefit of all. Within that strategy will be a remit to do research that identifies issues around diversity facing the profession and the mental health sector.

Public benefit

The trustees have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Achievements and performance in the delivery of public benefit

How we're improving access to psychotherapy

We are committed to raising the profile of UKCP and psychotherapy to influence the public, service users, media, policymakers, professions and partners and make us the 'go to' body for psychotherapy. As part of this work, we target diverse audiences to encourage them to join the profession or feel more open to seeking psychotherapy.

Our ongoing cross-organisational campaign calling for the National Institute for Health and Care Excellence (NICE) to make changes to their draft Guideline on Depression in Adults led to an unprecedented meeting between stakeholders and NICE. Following that meeting, more than 60 MPs and Peers wrote to NICE in support of our position. We await NICE's response to the points made in our meeting with them, but the publication of the guideline was again delayed.

We submitted a critical response to the consultation on the NICE Guideline for Depression in Children and Young People. We raised serious concerns about the implications of the revised recommendations, which will reduce the number of therapies offered as a first-line treatment to children despite NICE and the government's stated commitment to patient choice.

As part of our commitment to encourage diverse audiences to search for psychotherapy, we submitted written evidence to the Women and Equalities Select Committee inquiry on the mental health of men and boys. Our responses highlight the impact that socialised masculinities can have on the experience and presentation of mental distress, which could present an obstacle for the search for psychotherapy among men. Our Chief Executive was subsequently invited to give oral evidence to the committee to expand upon our written submission.

Chief Psychological Professions Officer at the NHS

Alongside other professional bodies, we have started a campaign calling for the creation of a Chief Psychological Professions Officer post, to sit alongside the Chief Medical Officer, Chief Nursing Officer and other equivalent roles. This would ensure that psychological professionals are properly represented within the upper echelons of NHS decision making.

Reaching new audiences

In order to maintain our reach to a wider audience, we continued our podcast series, Talking Therapies, in partnership with Psychologies magazine. Episodes released in May, June and July 2019 reached over 3,000 listeners within a few weeks of being published.

We also produced a special podcast episode in collaboration with Diabetes UK to raise awareness of how living with diabetes affects mental health. This was released as part of Diabetes Week 2019. Our aim was to create a pilot for how we can work in collaboration with other charities. This partnership has helped raise our profile by introducing UKCP to a new audience engaged with the promotion of mental health.

Digital engagement

Following a more active outward-facing approach with focus on PR and social media activity, web traffic increased by 29% in the last year.

Our engagement across social platforms also grew. For example, the creation of an Instagram channel enabled us to promote our members' work to a wider audience, specifically millennials. Through insight, we identified that this demographic is most likely to be seeking therapy and looking for a career change to a values-based profession. Between January and September 2019, our Instagram following increased 94%, from 413 to 802 followers, with January 2019 seeing a 58% engagement increase when compared to the previous month.

We continued to optimize our promotion of psychotherapy to target audiences in a variety of contexts by using key awareness-raising moments such as World Mental Health Day, Sexual Violence Awareness Week and Mental Health Awareness Week.

We strengthened our branding and style through a new graphical identity for our online visuals. This enhanced our website, news bulletins and social media. We have also targeted new digital segments through Facebook ads to promote UKCP events to a wider audience. This resulted in a more interdisciplinary attendance at our events.

New Psychotherapist

Following a redesign and relaunch of our member magazine in 2018, we increased distribution to MPs, MSPs, Welsh Assembly Members and other key influencers to help raise the profile of our work and the psychotherapy profession. We secured interviews in the magazine with cross-party parliamentarians Norman Lamb, Jeff Smith and Johnny Mercer.

UKCP in the media

Following last year's appointment of a freelance PR specialist to raise our profile in the media, we continued to develop relationships with mainstream journalists and media outlets aimed specifically at demystifying the profession and helping the public to make informed choices for their self-care. Media mentions this year included:

- 3 February 2019 – The Guardian published a guide on age-related stress and anxiety which featured UKCP Chair Martin Pollecoff
- 8 February 2019 – the Huffington Post wrote an article about the impact of Brexit on the mental health of Britons quoting our Chief Executive Prof Sarah Niblock
- 8 March 2019 – The New York Times published an article about how Brexit has brought division to the country featuring UKCP Trustee Prof Brett Kahr and Chief Executive Prof Sarah Niblock
- 22 March 2019 – Digital Spy discussed the impact of fame on reality TV stars' mental health, and quoted UKCP member Sue Cowan-Jenssen
- 13 June 2019 – the Mail Online quoted our Chief Executive Prof Sarah Niblock on a feature about male mental health issues
- 27 August 2019 – male anxiety was the topic of an article by The Times with UKCP Chair Martin Pollecoff.

There has also been a focus on non-mainstream business and HR-focussed journalism to raise awareness and understanding of psychotherapy's benefits to those sectors.

Engaging better

We are committed to attracting new, and retaining existing, members by improving the membership 'offer' and promoting the benefit of membership. We aim to attract new members from minority groups across all ethnicities, genders, sexuality, ages and abilities.

Trainee Bursary Scheme

We opened our third annual Trainee Bursary Scheme in February 2019 and received 156 applications – up 30% on the previous year. The scheme aims to reflect our commitment to diversity and equal opportunities. Thirty people were successful in being awarded a bursary. We made 10 awards of £1,000 and 20 awards of £500 out of a total available fund of £20,000. The incoming Head of Academic Enterprise and Innovation began to scope a project for corporate sponsorship of trainee bursaries to widen access yet further. We aim to launch this in 2019/20.

Membership

We achieved our membership retention target by renewing over 96% of full clinical members. In 2018, 528 new full clinical members were accepted.

We saw a significant increase of 41% in the number of student and trainee applicants, from 506 to 713. Our student membership remains free of charge, and trainee membership is offered at a lower rate when compared to full clinical membership. The Membership team is working on its strategy to convert those trainees into full clinical members once qualified.

We were proud to recruit our 10,000th member in 2018/19.

During the year, we implemented a new direct debit system, 'Go Cardless', to improve efficiency and support timely membership fee collection.

Events

In a sea change from internal-facing annual conferences, during spring and summer 2019 we produced 'Sleepwalking into the Anthropocene – the new age of anxiety', held in October 2019. Held in partnership with Imperial College, we brought together sustainability experts, scientists, psychotherapists, writers and commentators to facilitate an important discussion and debate on the role of psychotherapy in the current environmental crisis. This fresh approach garnered significant media attention and, importantly, forged new bonds between psychotherapists and other stakeholders including the scientific community to aid better public communication.

Two further, very well-attended events are worthy of note for bringing us before new audiences: a conference on addiction and dependency in York jointly organised with another charity, and a book launch at the Museum of Comedy featuring Professor Brett Kahr.

A Members' Forum was held in London on 9 March 2019. Among the issues discussed were the future of the Members' Forum, the new UKCP Code of Ethics and Professional Practice and the possibility of supervision regulation by UKCP. For more on events, see 'Collaborating for success' and 'Research'.

Maintaining standards of excellence

We are committed to improving the way we govern ourselves and regulate our members by reviewing existing structures across the organisation. Any organisational review will address diversity issues as a priority.

Professional Standards Authority accreditation

The Professional Standards Authority (PSA) renewed our accreditation for the period 2018-2019 with some recommendations. The renewal for the upcoming year was submitted in September 2019.

The PSA approved our application for three new titles. We believe this change will more accurately reflect who is on our register. Our five titles are now:

- Psychotherapist
- Psychotherapeutic Counsellor
- Child Psychotherapist
- Family and Systemic Psychotherapist
- Child Psychotherapeutic Counsellor

Enhancing governance

We continue to build on the College Review launched in November 2017 as part of an ongoing process of reviewing and enhancing our governance structures. We are embarking on a far-reaching Governance Review aimed at identifying the various anomalies in our structure and governance. This is expected to conclude by the end of the financial year 2019/20. We commissioned an external company, Inclusive Boards, to conduct an initial scope of the project to help determine the review process.

As part of the continuing process of refining our constitutional documents, following a consultation with our members in June 2019, we held a General Meeting on 20 September 2019 where proposed amendments were voted through. The main significant change is to allow UKCP Trustees, including the Chair, to stand for election for a second term of office in the same role. This was a change requested by the UKCP colleges and faculties as it was felt that enabling a second term in the same role, if successfully re-elected, would lead to better continuity and enhanced working relationships.

Ethics

Following a four-and-a-half-year project by our Ethics Committee and our Complaints, Regulation, and Quality Assurance Teams, the new Code of Ethics and Professional Practice was launched in July and went live on 1 October 2019. The aim was to modernise the code and the language used.

Regulation

Our Regulation and Quality Assurance Team continue to conduct the annual audit of individual clinical members and quality reviews of our organisational members. These processes ensure the robustness of our register. In the 2019 calendar year, the team audited 224 registrants and conducted 14 reviews of organisational members. The team also developed and offer training sessions for volunteers on quality assurance processes to ensure consistent and thorough quality reviews.

Between December 2018 and May 2019, we devised a pilot to centralise the reaccreditation of direct members in two colleges. The pilot launched in August 2019 and the reviewing stage will run into 2020. This process is ongoing, and a report will be produced once the pilot is concluded.

Complaints

During 2018/19, we received 79 formal complaints against our members. Four interim suspension order hearings were heard during the year.

As part of the updates in the new Code of Ethics and Professional Practice, we have added a general provision to ensure registrants behave in a manner which upholds the profession's reputation and its members, including outside of their professional life as a UKCP registrant. We also developed detailed guidance for members on the duty of confidentiality and how to deal with subject access requests, reports and notes.

A new role of Complaints Assistant and Panel Secretary was created in response to the increased caseload and to ensure no unnecessary delays in holding hearings. We also recruited a new Professional Conduct Committee (PCC) lay member. In order to ensure that the best service is provided to our members, the PCC and the Complaints and Conduct Team undertook training by external lawyers on their respective roles in dealing with complaints.

The new Assistant embarked on a root cause analysis of complaints since 2013 to enable better communication to members about prevention.

Education, Training and Practice Committee

UKCP Standards of Education and Training for Child Psychotherapy, for Psychotherapeutic Counselling and the Standards of Supervision were all revised and published.

The UKCP Security and Confidentiality Guidelines were also revised and published.

Personnel

Although at a comparatively normal rate for the charity sector, to abate a longstanding issue with staff turnover, we reviewed our HR systems as part of our continuous improvement processes. In particular, we have introduced a more robust induction procedure, staff development, culture and values statement and opportunities for promotion.

Staff changes afforded us the opportunity to revise role descriptors and we appointed a Head of Academic Enterprise and Innovation, Head of Operations and a Head of Content and

Engagement, each members of the Senior Management Team, providing strong, innovative and committed leadership for the UKCP staff.

IT

As part of our improvements in IT systems and processes, we transitioned to Microsoft 365 in the beginning of 2019 and invested in new computers for staff to improve efficiency.

Collaborating for success

We are committed to brokering new, and developing existing, collaborations, with professional bodies, service users, the media and those in research and the private sector. We develop relationships with those representing minority groups to help us achieve mutual diversity aims.

During 2018/19, we nurtured strong partnerships and collaborations, with UKCP being invited to join Health Education England's Psychological Professions Workforce Group. We have attended bi-monthly meetings through 2018-2019 alongside key NHS stakeholders and other major professional bodies, with a view to informing the People Plan which will address the workforce requirements of the NHS Long Term Plan.

We steered the creation of a guidance document for therapists working with people taking psychiatric medication. We worked on this project alongside the All-Party Parliamentary Group on Prescribed Drug Dependence, the British Psychological Society and the British Association for Counselling and Psychotherapy. We anticipate that the guidance will be launched in Parliament in December 2019. It will be available to all UKCP members.

We launched a consensus statement on benefit sanctions alongside other leading mental health charities and professional bodies. The statement called for an end to sanctions for people experiencing mental health issues, arguing they are unduly coercive and ineffective in achieving the desired aim of lower unemployment among this group.

Collaboration on events

Alongside our normal programme of events we trialled a new approach with our 'Beyond Symptom' conference in June 2019. We worked in partnership with the charity Changing Lives to develop a programme that brought together a wide range of speakers and workshop leaders from the psychotherapeutic profession and beyond. The goal was to show how psychotherapy can be integrated as part of a system and to help therapists learn more about the opportunities to influence commissioning structures.

Talking Therapies Taskforce

We continue our work as part of the Talking Therapies Taskforce, which also includes the Royal College of Psychiatrists, the British Association for Counselling and Psychotherapy, the British Psychoanalytic Council, the Society for Psychotherapy Research and the Association for Psychoanalytic Psychotherapy in the NHS. We commissioned a health economics report from the Centre for Mental Health demonstrating inefficiencies in existing NHS treatment pathways for patients with complex mental health needs. We will launch this report around the beginning of 2020, with the aim of influencing key decision makers in Government and the NHS.

Imperial College London

In partnership with Imperial College London, we created a short course entitled 'Understanding Psychotherapy: A Social History of the Mind', which will be delivered by UKCP members and experts in the field in autumn 2019.

Some of Imperial College London's lecturers will also feature as speakers at some of our events, including the autumn conference 'Sleepwalking into the Anthropocene – the new age of anxiety'. See 'Engaging better'.

Psychologies magazine

We continued our collaboration with Psychologies magazine. In addition to the podcast series (see 'Reaching new audiences'), we offered UKCP members the opportunity to join the LifeLabs blogging platform, which is promoted to more than 1.3 million people through Psychologies social media platforms.

Research

We are committed to developing and delivering a research strategy to promote psychotherapy and psychotherapeutic counselling and inform our members' training and development for the benefit of all. We aim to undertake research to identify issues around diversity facing the profession and the mental health sector.

Research Strategy

A new research strategy is in the process of being completed. This began in May 2019 and is ongoing, with the aim of completion by the end of 2019. This is being formulated in conjunction with the communication and policy teams to ensure that UKCP research projects have maximum impact. This new structure aims to permit greater capacity for in-house research and improved decision-making processes for externally commissioned research. The long-term goal of the new research strategy is to evidence the effectiveness of psychotherapy, to increase recognition by NICE/NHS, leading to funded training and greater diversity within the profession.

Funded research

Several research projects were funded in September 2019. The projects were funded to expediate dissemination of member research highlighting the effectiveness of psychotherapy, as well as to improve research education to trainees, and are expected to be completed by March 2020.

Research Workshop

The Research Workshop held on 20 July 2019 had over 80 attendees. The event aimed to celebrate the value of research for psychotherapy practice. It attracted an audience of both qualified practitioners with an interest in research and evaluation, and students and trainees new to psychotherapy.

Plans for the future

Our objectives for the coming year

The Board of Trustees last reviewed the aims, objectives and activities of the charity in April 2018. For the forthcoming year, the Board decided that they will remain as previously, however a Governance Review Scope affords the Board the opportunity to revisit its Strategic Plan in April 2020 after the Chair's Election.

Projects agreed for 2019/20 include:

Campaigns Strategy

We will embark on focussed public affairs activities geared towards improving access to psychotherapies, informed by research, insight and evidence. This strategy will be delivered in part in collaboration with sister bodies.

Educational Strategy

The Board has created a working group to look at how to promote more effectively the quality and high levels of the UKCP's qualifications in psychotherapy and psychotherapeutic counselling, to help the public, prospective students and employers make informed choices.

Research Strategy

The Board has also created a working group to optimise UKCP's research culture, collaborations and infrastructure, including practice-led research. This is vital if the profession is to inform its public messaging, as well as to champion innovation and excellence in practice.

Communications

We are embarking on a redesign and rebuild of the external facing website and Find a Therapist directory as neither are agile or well-functioning. Through careful insight, we wish to improve the experience and navigation for a range of website audiences, from those in crisis through to other stakeholders. Simultaneously, we intend to create a member portal for better internal communications, networking and sharing of best practice.

Events

Our Events strategy is being reviewed to optimise our external impact by reaching new audiences, as well as through greater collaboration.

Long-term business planning

We will be continuing to realise the business plan and activities set out for 2019/20 to achieve our strategic objectives. A positive and forward-thinking SMT are working to enhance the strategy and build a longer-term vision, addressing areas for operational improvement and innovation across all areas of the organisation.

Chair Elections

We will be opening UKCP Chair nominations in late November 2019 as Martin Pollecoff's four-year term in office ends in March 2020.

Trainee Bursary Scheme

Since its introduction in 2017, we have seen a significant year-on-year increase in applications as the scheme has grown in popularity and knowledge of it has spread. Because of this, we are looking into ways of increasing the total fund available through donations from members and corporate bodies.

Education, Training and Practice Committee

Family and Systemic Standards of Education and Training are in production and should be available to members by the end of the 2019/20 financial year.

Financial reports

Financial review

The attached Statement of Financial Activities and Balance Sheet provide the results of the Charity's operations for the twelve months from 1 October 2018 to 30 September 2019.

Income for the year to September 2019 was £2,333k, up marginally (4.9%) on 2018. Total expenditure was £2,334k compared to £2,104k in 2018. Expenditure on improving our communications, PR and digital presence has increased by £100k while other expenses were managed within budget. Legal costs for the Complaints & Conduct Process are higher than last year as more cases were heard in the period.

The majority of the charity's income is from membership fees (£2,262k in 2019 and £2,197k in 2018). The trustees recognise that the charity's reliance on this sole source of income makes the charity vulnerable to unforeseen fluctuations in membership. The trustees take this factor into account in setting levels of reserves to be held and also in putting appropriate strategic priority to maintaining and growing membership.

The Complaints and Conduct Process was reclassified as a Designated Fund on 1 October 2014. The number of cases heard each year fluctuates; cases planned for the following year are taken into account in the price setting model and will continue to be monitored.

In an organisation so heavily dependent on voluntary effort, any analysis of expenditure by activity gives a distorted picture of the charity's costs. The charity continues to employ a small staff but most of our programmes depend on very hard working volunteers. The many hours of work on The United Kingdom Council for Psychotherapy committees, standards, registration, regulation and quality assurance are not reflected in the columns of figures in the financial statements. The Board of Trustees takes this opportunity to thank all those who have given time to UKCP for the advancement of psychotherapy and psychotherapeutic counselling.

Some volunteers are paid a token amount in recognition of the time they spend on UKCP business including but not limited to carrying out assessments and reviewing or writing documents and procedures. These amounts are in no way meant to reimburse them at market rates.

All trustees give their time voluntarily, with the exception of the Chair as explained in note 7, and any expenses reclaimed from the charity by trustees are set out in note 6 to the accounts.

Our balance sheet continues to reflect our stability with cash reserves in excess of our target. Current liabilities include deferred income of £110k, reflecting membership income received in advance of the 2019/20 financial year. Our aging computer equipment was replaced in September 2019 and out-of-date assets disposed of during the year.

Investment policy and performance

The trustees' investment policy was put in place to ensure that UKCP's cash is invested in the most effective and secure manner.

The policy states that the objectives of investments are:

- To produce the best financial return within an acceptable level of risk
- To produce a total return in excess of inflation for medium term investments
- To preserve the capital value with a minimum level of risk for short term investments

The policy also details the trustees' position on risk, ethical investments and liquidity.

The Finance and Audit Committee has decided to invest reserves in the F&C CAF Socially Responsible Portfolio. The investments paid out dividends of £5k during the year, a yield of 2.1%. The investments have risen in value by 36% since their purchase in February 2016.

Reserves policy and going concern

The trustees have a reserves policy which requires that reserves be maintained at a level which ensures that the Charity's core activities could continue during a period of unforeseen difficulty.

The Complaints and Conduct Process has a separate reserves policy. A proportion of these reserves must be maintained in a readily realisable form.

The Charity's income and expenditure are both highly predictable in timing and amounts. Reserves are calculated by reference to the risks the Charity faces and the costs of aligning expenses with income if required, or to meet the risks of unplanned costs.

The trustees set reserves targets at the beginning of the financial year and monitor the actual results at each Board meeting. The current reserves target for the general fund is £325k. The target ensures funds are available to cover any outstanding rent and operational costs as well as ensuring staff are adequately remunerated.

The target for the Complaints and Conduct Process fund is £55k. This has been reduced and is set taking account of potential litigation or risk and insurances held against these. Expenditure, other than operational costs, is dependent on the number of cases accepted and this varies from year to year. The budget setting process takes the number of cases accepted but not heard into account so reserves at the end of a financial year may be higher than the target to make allowance for expected future legal costs.

Funds held at 30 September 2019 are in excess of these targets. The budget for 2019-2020, which has been approved by the trustees, is intended to bring reserves down towards target and future investments in the various initiatives outlined in the Chair and Chief Executive's reports together with monitoring of future fee levels will be used to manage the level of reserves to be at or near target in the medium term.

Related parties and relationships with other organisations

The Charity is a membership organisation and has, in the ordinary course of its activities, transactions with its members individually and with groups of members in the Faculties and Colleges. Faculties and Colleges are not separate legal entities and facilitate engagement and involvement with members.

The United Kingdom Council for Psychotherapy
Trustees' Annual Report
Year ended 30 September 2019

Remuneration policy

The Charity sets the pay of its staff and key management personnel using industry benchmarks, performance reviews and appraisals. UKCP has a Remuneration and Performance Management Committee which is responsible for re-evaluating decisions to remunerate trustees, committee chairs and college personnel on an annual basis and reports their findings to the UKCP Board of Trustees. The Board approves any annual increases and any changes to the Chief Executive's salary.

Fundraising

The United Kingdom Council for Psychotherapy does not engage in public fundraising and does not use professional fundraisers or commercial participators. The Charity nevertheless observes the relevant fundraising regulations and codes. During the year there was no non-compliance with these regulations and codes and the Charity received no complaints relating to its fundraising practice.

Structure, governance and management

Constitution

The organisation is a charitable company limited by guarantee, incorporated on 30 September 1996 and registered as a charity on 8 October 1996.

The company was established under a memorandum of association which established the objects (see page 4) and powers of the charitable company and is governed under its articles of association.

Organisational structure and decision making

The Board of Trustees, which is responsible to UKCP members and the Charity Commission, oversees the fulfilment of our charitable objectives. A number of committees report to the Board or to the Executive Committee, which oversees ongoing work.

On appointment, each trustee is asked to declare any conflicts interest. They are also asked to declare any interests annually which ensures the UKCP Register of Interests is accurate and up-to-date.

We give our new trustees an induction pack outlining the roles and responsibilities of being a trustee as well as the Charity Commission's 'Charity trustee: what's involved' (CC3a) and 'The essential trustee: what you need to know' (CC3). We also aim to meet any training needs for new trustees that will help them carry out their role.

Risk management

Our Board reviews the risks facing UKCP on an annual basis via a Risk Register. The register covers strategic, operational, financial, human resources, technological and reputational risks. The risks we have identified are prioritised in terms of potential impact and likelihood of occurrence and the trustees confirm that systems or procedures are in place to mitigate significant risks. Four of the main risks that the trustees have identified and the strategies for mitigating these are:

- Legal challenges on complaints and conduct cases :– robust procedures are followed for each case, overseen and reviewed by suitable parties. Suitable insurance is in place.
- Statutory regulation being introduced, potentially meaning that therapists no longer need UKCP registration, or any other economic, political or regulatory change resulting a substantial reduction in member numbers :– we continue to engage with Government and other interested professional bodies.
- Brand damage or other deterioration in the perception of our premium status resulting from actions (fraudulent or otherwise) by UKCP members, employees or outsourced staff may result in losses to the Charity in financial or reputational terms :– robust procedures followed by all staff, contractors and the external finance team ensure these risks are low.
- Breach of data, including loss or theft of confidential or sensitive data or equipment on which data is stored, hacking attack or human error :– continuous assessment of risk and data breach process is in place.

Statement of responsibilities of the trustees

The trustees (who are also directors of the United Kingdom Council for Psychotherapy for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards 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 charitable company will continue in operation

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

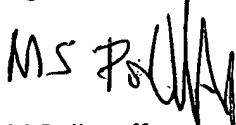
In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

The Trustees' Annual Report has been approved by the trustees on 14 February 2020 and signed on their behalf by



M Pollecoff
Chair

Independent auditor's report to the members of The United Kingdom Council for Psychotherapy

Opinion

We have audited the financial statements of The United Kingdom Council for Psychotherapy (the 'charitable company') for the year ended 30 September 2019 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 30 September 2019 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
- Have been prepared in accordance with the requirements of the Companies Act 2006

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which 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 trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.

Independent auditor's report

To the members of

The United Kingdom Council for Psychotherapy

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

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

Judith Miller (Senior statutory auditor)

6 March 2020

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

Independent auditor's report

To the members of

The United Kingdom Council for Psychotherapy

The United Kingdom Council for Psychotherapy

Statement of Financial Activities (incorporating an income and expenditure account)

For the year ended 30 September 2019

	Note	2019 Total £	Unrestricted £	Restricted £	2018 Total £
Income from:					
Charitable activities					
Registration fees and subscriptions	2	2,257,695	2,195,602	–	2,197,152
Other trading activities	3	68,285	21,782	–	20,232
Investments	4	7,495	5,994	–	5,994
Total income		2,333,475	2,223,378	–	2,223,378
Expenditure on:					
Charitable activities					
Improving access		294,924	264,361	–	264,361
Engaging better		373,956	344,577	–	344,577
Maintain standards of excellence		1,321,812	1,189,532	9,958	1,199,490
Collaborating for success		201,534	188,844	–	188,844
Research		142,041	107,254	–	107,254
Total expenditure	5	2,334,267	2,094,568	9,958	2,104,526
Net income / (expenditure) before net gains / (losses) on investments		(792)	128,810	(9,958)	118,852
Net gains on investments		7,789	18,727	–	18,727
Net income / (expenditure) for the year	6	6,997	147,537	(9,958)	137,579
Net movement in funds	19	6,997	147,537	(9,958)	137,579
Reconciliation of funds					
Total funds brought forward		957,934	810,397	9,958	820,355
Total funds carried forward		964,931	957,934	–	957,934

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 19 to the financial statements.

All funds in 2019 were unrestricted.

The United Kingdom Council for Psychotherapy

Balance sheet

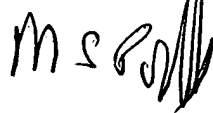
Company no. 03258939

For the year ended 30 September 2019

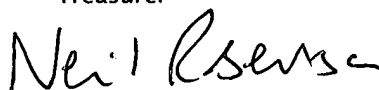
	Note	£	2019 £	2018 £
Fixed assets				
Tangible fixed assets	12		204,931	240,839
Investments	13		272,330	264,541
			<u>477,261</u>	<u>505,380</u>
Current assets				
Debtors	14	134,082		120,515
Cash at bank and in hand		813,709		733,293
		<u>947,791</u>		<u>853,808</u>
Liabilities				
Creditors: amounts falling due within one year	15	(460,121)		(401,254)
Net current assets			<u>487,670</u>	<u>452,554</u>
Net assets	18		<u>964,931</u>	<u>957,934</u>
The funds of the charity	19			
Restricted funds			-	-
Unrestricted funds				
Designated funds			224,675	357,848
General funds			740,256	600,086
Total charity funds			<u>964,931</u>	<u>957,934</u>

Approved by the trustees on 14 February 2020 and signed on their behalf by:

Martin Pollecoff
Chair



Neil Robertson
Treasurer



The United Kingdom Council for Psychotherapy

Statement of cash flows

For the year ended 30 September 2019

	2019		2018
	£	£	£
Cash flows from operating activities			
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	6,997		137,579
Depreciation charges	37,352		45,666
(Gains)/ losses on investments	(7,789)		(18,727)
Dividends, interest and rent from investments	(7,495)		(5,994)
Loss on the sale/disposal of fixed assets	4,682		-
(Increase)/ decrease in debtors	(13,567)		(53,262)
(Decrease)/ increase in creditors	58,867		(72,911)
Net cash provided by / (used in) operating activities	79,047		32,351
Cash flows from investing activities:			
Dividends, interest and rents from investments	7,495		5,994
Purchase of fixed assets	(6,126)		(9,559)
Net cash (used in) investing activities	1,369		(3,565)
Change in cash and cash equivalents in the year	80,415		28,786
Cash and cash equivalents at the beginning of the year	733,293		704,507
Cash and cash equivalents at the end of the year	813,709		733,293

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

1 Accounting policies

a) Statutory information

The United Kingdom Council for Psychotherapy is a charitable company limited by guarantee and is incorporated in the United Kingdom.

The registered office address and principal place of business is America House, 2 America Square, London, EC3N 2LU.

b) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP FRS 102), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

In applying the financial reporting framework, the trustees have made a number of subjective judgements, for example in respect of significant accounting estimates. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of the estimation means the actual outcomes could differ from those estimates. Any significant estimates and judgements affecting these financial statements are detailed within the relevant accounting policy below.

The income and expenditure of colleges and faculties is included within the charity's financial statements, as required by paragraph 25.9 of the SORP. Part of the charity's general funds are held in bank accounts controlled by colleges and faculties. At the end of the year the extent of such funds was £1,586 (2018: £5,994).

c) Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from registration fees and subscriptions is recognised evenly over the registration year.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

1 Accounting policies (continued)

g) Fund accounting

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of delivering services, training and other membership activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support and governance costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

	2019	2018
● Improving access	11.80%	11.68%
● Engaging better	14.96%	15.23%
● Maintain standards of excellence	52.88%	53.01%
● Collaborating for success	8.06%	8.35%
● Research	5.68%	4.74%
● Governance costs	6.62%	6.99%

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities. These are apportioned over each area of activity in proportion of the total costs of that activity.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

1 Accounting policies (continued)

j) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use. Major components are treated as a separate asset where they have significantly different patterns of consumption of economic benefits and are depreciated separately over its useful life.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

● Short term leasehold property	10 years straight line
● Furniture and fittings	25% pa reducing balance
● Furniture and fittings held under finance leases	Term of the lease
● Office equipment	25% pa reducing balance
● Computer equipment	20 – 25% pa straight line

k) Listed investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. Any change in fair value will be recognised in the statement of financial activities and any excess of fair value over the historic cost of the investments will be shown as a fair value reserve in the balance sheet. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading "Net gains/(losses) on investments" in the statement of financial activities. The charity does not acquire put options, derivatives or other complex financial instruments.

l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

n) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

1 Accounting policies (continued)

o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

p) Pensions

The charity contributes to personal pension plans of its employees. The pension charge represents the amounts payable by the charity to such plans in the financial year.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

2 Income from charitable activities

	2019 Total £	2018 Total £
Registration fees and subscriptions	2,257,695	2,195,602
Total income from charitable activities	<u>2,257,695</u>	<u>2,195,602</u>

All income from charitable activities is unrestricted.

3 Income from other trading activities

	2019 Total £	2018 Total £
Advertising Income	38,883	10,502
Conferences and events	24,340	9,136
Other income	5,062	2,144
	<u>68,285</u>	<u>21,782</u>

All income from other trading activities is unrestricted.

4 Income from investments

	2019 Total £	2018 Total £
Interest income	2,016	699
Investment income	5,479	5,295
	<u>7,495</u>	<u>5,994</u>

All income from investments is unrestricted.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

5a Analysis of expenditure (current year)

	Charitable activities						2019 Total £	2018 Total £
	Improving Access £	Engaging better £	Maintain standards of excellence £	Collaborating for success £	Research £	Governance costs £		
Operational staff costs	85,776	124,375	365,976	82,917	55,754	57,183	771,981	797,469
Premises and other operational costs	48,570	70,427	207,232	46,951	31,571	32,380	437,131	430,260
Committees and Board of Trustees	4,395	4,395	26,368	4,395	2,197	2,197	43,947	55,592
Communications	68,363	95,709	41,018	41,018	27,345	-	273,453	181,423
Governance and membership administration	11,570	11,570	40,497	5,785	-	46,282	115,704	100,304
Colleges	14,263	14,263	85,580	7,132	7,132	14,263	142,633	119,981
Faculties	1,080	1,080	8,643	-	8,643	2,161	21,607	11,570
Complaints and Conduct process (incl' staff costs)	25,391	25,391	457,029	-	-	-	507,811	387,947
Development projects	16,000	2,000	2,000	-	-	-	20,000	19,980
	275,408	349,210	1,234,343	188,198	132,642	154,466	2,334,267	2,104,526
Governance costs	19,516	24,746	87,469	13,336	9,399	(154,466)	-	-
Total expenditure 2019	294,924	373,956	1,321,812	201,534	142,041	-	2,334,267	
Total expenditure 2018	264,361	344,577	1,199,490	188,844	107,254	-		2,104,526

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

5b Analysis of expenditure (prior year)

	Charitable activities						2018 Total £
	Improving Access £	Engaging better £	Maintain standards of excellence £	Collaborating for success £	Research £	Governance costs £	
Operational staff costs	88,608	128,481	378,060	85,654	57,595	59,071	797,469
Premises and other operational costs	47,807	69,320	203,975	46,213	31,074	31,871	430,260
Committees and Board of Trustees	5,559	5,559	33,355	5,559	2,780	2,780	55,592
Communications	45,356	72,569	36,285	27,213	-	-	181,423
Governance and membership administration	10,030	10,030	35,107	5,015	-	40,122	100,304
Colleges	11,998	11,998	71,989	5,999	5,999	11,998	119,981
Faculties	1,157	1,157	5,785	-	2,314	1,157	11,570
Complaints and Conduct process (incl' staff costs)	19,397	19,397	349,153	-	-	-	387,947
Development projects	15,984	1,998	1,998	-	-	-	19,980
	245,896	320,509	1,115,707	175,653	99,762	146,999	2,104,526
Governance costs %	12.56%	16.37%	57.00%	8.97%	5.10%		
Governance costs	18,465	24,068	83,783	13,191	7,492	(146,999)	-
Total expenditure 2018	264,361	344,577	1,199,490	188,844	107,254	-	2,104,526

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

6 Net income / (expenditure) for the year
This is stated after charging / (crediting):

	2019 £	2018 £
Depreciation		
owned by the charity	37,352	45,666
Operating lease rentals:		
property	144,885	146,792
Auditor's remuneration (excluding VAT):		
audit	8,500	7,600
other services	-	660
Loss on disposal of assets	4,682	-
Trustees' remuneration (see note 7)	8,000	8,000
Trustees' expenses	8,231	11,081

Trustees' expenses represents the travel and subsistence costs for 10 (2018: 11) members relating to attendance at meetings of the trustees and other UKCP business.

7 Trustees' remuneration

During the year honoraria were paid to the following trustees and officers of the charity:

	2019 £	2018 £
M Pollecoff	8,000	8,000

Payment of the Chair's honorarium has been agreed by the Charity Commission.

8 Analysis of staff costs and the cost of key management personnel

Staff costs were as follows:

	2019 £	2018 £
Salaries and wages	867,180	831,151
Social security costs	83,409	80,703
Employer pension contributions	54,372	40,807
Temporary staff costs	3,364	9,069
Redundancy and termination costs	12,500	7,588
	1,020,825	969,318

The following number of employees received employee benefits in excess of £60,000 (excluding employer national insurance and employer pension contributions) during the year between:

	2019 No.	2018 No.
£60,000 – £69,999	-	1
£80,000 – £89,999	1	1

The total employee benefits (including employer national insurance and employer pension contributions) of the key management personnel were £225,897 (2018: £203,043).

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

9 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2019 No.	2018 No.
Professional and other services	24	25
Administration	2	1
	<u>26</u>	<u>26</u>

10 Related party transactions

During the year, honorarium payments were made to one trustee of the charity. This is disclosed in note 7 to these accounts.

Some members are paid a token amount for specific pieces of work undertaken on behalf of the Charity, although these amounts are in no way meant to reimburse them at market rates. Members and trustees receive reimbursement for travel expenditure whilst on charity business which are all part of the normal course of business. There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

During the year, an amount of £33,000 (2018: £39,600) was paid to Kelsey Publishing Limited for advertising in Psychologies Magazine. Suzy Walker, a Trustee, is the editor of the magazine. The contract was awarded before Ms Walker was appointed a Trustee.

11 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

12 Tangible fixed assets

	Short term leasehold property £	Furniture, fittings and equipment £	Computer equipment £	Total £
Cost				
At the start of the year	181,980	99,284	65,946	347,210
Additions in year	-	-	6,126	6,126
Disposals in year	-	-	(39,570)	(39,570)
At the end of the year	<u>181,980</u>	<u>99,284</u>	<u>32,502</u>	<u>313,766</u>
Depreciation				
At the start of the year	19,716	36,973	49,682	106,371
Charge for the year	18,198	15,578	3,576	37,352
Disposals in year	-	-	(34,888)	(34,888)
At the end of the year	<u>37,914</u>	<u>52,551</u>	<u>18,370</u>	<u>108,835</u>
Net book value				
At the end of the year	<u>144,066</u>	<u>46,733</u>	<u>14,132</u>	<u>204,931</u>
At the start of the year	<u>162,264</u>	<u>62,311</u>	<u>16,264</u>	<u>240,839</u>

All of the above assets are used for charitable purposes.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

13 Listed investments

	2019 £	2018 £
Market value at the start of the year	264,541	245,814
Net gain / (loss) on revaluation	7,789	18,727
Market value at the end of the year	<u>272,330</u>	<u>264,541</u>

Investments comprise:

	2019 £	2018 £
UK Common investment funds	<u>272,330</u>	<u>264,541</u>

	2019 £	2018 £
Historical cost	<u>200,000</u>	<u>200,000</u>

14 Debtors

	2019 £	2018 £
Trade debtors	1,869	1,487
Other debtors	28,275	22,433
Prepayments	103,939	96,595
	<u>134,082</u>	<u>120,515</u>

15 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	139,997	103,751
Other taxation and social security	24,490	21,884
Other creditors	91,161	88,511
Accruals	69,508	69,390
Deferred income (note 16)	134,966	117,718
	<u>460,122</u>	<u>401,254</u>

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

16 Deferred income

Deferred income comprises membership income for 2019-2020.

	2019 £	2018 £
Balance at the beginning of the year	117,718	69,591
Amount released to income in the year	(117,718)	(69,591)
Amount deferred in the year	134,966	117,718
Balance at the end of the year	<u>134,966</u>	<u>117,718</u>

17 Pension commitments

The charity makes contributions to employees' personal pension plans. The pension charge represents contributions payable by the charity to these plans and amounted to £53,172 (2018: £40,146). Contributions totalling £23,099 (2018: £15,261) were payable to such plans at the balance sheet date and are included in creditors.

18a Analysis of net assets between funds (current year)

	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	204,931	204,931
Investments	-	272,330	272,330
Current assets	224,675	723,116	947,791
Creditors due within 1 year	-	(460,121)	(460,121)
Net assets at the end of the year	<u>224,675</u>	<u>740,256</u>	<u>964,931</u>

18b Analysis of net assets between funds (prior year)

	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	240,839	240,839
Investments	-	264,541	264,541
Current assets	357,848	495,960	853,808
Creditors due within 1 year	-	(401,254)	(401,254)
Net assets at the end of the year	<u>357,848</u>	<u>600,086</u>	<u>957,934</u>

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

19a Movements in funds (current year)

	At 1 October 2018 £	Incoming resources £	Outgoing resources £	Gains on investments £	At 30 September 2019 £
Unrestricted funds:					
<i>Designated funds:</i>					
Complaints and Conduct Process	357,848	374,638	(507,811)	-	224,675
<i>Total designated funds</i>	357,848	374,638	(507,811)	-	224,675
General funds	600,086	1,958,837	(1,826,456)	7,789	740,256
Total unrestricted funds	957,934	2,333,475	(2,334,267)	7,789	964,931
Total funds	957,934	2,333,475	(2,334,267)	7,789	964,931

19b Movements in funds (prior year)

	At 30 September 2017 £	Incoming resources £	Outgoing resources £	Gains on investments £	At 30 September 2018 £
Restricted funds:					
The Colleges Fund	9,958	-	(9,958)	-	-
Total restricted funds	9,958	-	(9,958)	-	-
Unrestricted funds:					
<i>Designated funds:</i>					
Complaints and Conduct Process	240,709	505,086	(387,947)	-	357,848
<i>Total designated funds</i>	240,709	505,086	(387,947)	-	357,848
General funds	569,688	1,718,292	(1,706,621)	18,727	600,086
Total unrestricted funds	810,397	2,223,378	(2,094,568)	18,727	957,934
Total funds	820,355	2,223,378	(2,104,526)	18,727	957,934

Purposes of restricted funds

The Colleges Fund was collected from a registrant levy for the foundation of colleges.

Purposes of designated funds

The Complaints and Conduct Process designated fund is funded from membership subscriptions and the general fund. The fund is used to cover the costs of operating the Complaints and Conduct department and any related expenses.

The United Kingdom Council for Psychotherapy

Notes to the financial statements

For the year ended 30 September 2019

20 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

	Land and buildings	
	2019	2018
	£	£
Less than one year	181,091	181,091
Between one and five years	328,227	509,318
Due in more than five years	-	-
	<u>509,318</u>	<u>690,409</u>

21 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.