

**Women's
Therapy
Centre**

**Annual Report and Financial
Statements**

31 March 2009

Company Limited by Guarantee
Registration Number
1435901 (England and Wales)

Charity Registration Number
274520

BUZZACOTT

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Reference and administrative details of the charity, its trustees and advisers

Trustees	Melanie Mauthner – Chair Jessica Spearman – Treasurer Emua Ali Elizabeth Deeble (resigned November 2008) Nina Gosling Tirril Harris Veronica Pickering (resigned November 2008) Dr Nisha Shah (appointed July 2008) Bhupinder Virdee
Secretary	Ann Byrne (appointed March 2009) Elizabeth Deeble (resigned November 2008)
Chief Executive	Ann Byrne
Clinical Director	Bernadette Hawkes
Registered/Principal office	10 Manor Gardens London N7 6JS
email	enquiries@womenstherapycentre.co.uk
Telephone	020 7263 7860
Fax	020 7281 7879
Company registration number	1435901 (England and Wales)
Charity registration number	274520 (England and Wales)
Auditors	Buzzacott LLP 12 New Fetter Lane London EC4A 1AG

Reference and administrative details of the charity, its trustees and advisers

Bankers The Cooperative Bank
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

HSBC Bank plc
312 Seven Sisters Road
London
N4 2AW

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Solicitors Russell-Cooke LLP
2 Putney Hill
Putney
London
SW15 6AB

Trustees' report 31 March 2009

The trustees present their report together with the financial statements of the Women's Therapy Centre for the year ended 31 March 2009.

The report has been prepared in accordance with Part VI of the Charities Act 1993 and constitutes a directors' report for the purposes of company legislation.

The accounts have been prepared in accordance with the accounting policies set out on pages 25 and 26 of the attached accounts and comply with the charitable company's memorandum and articles of association, applicable laws and the requirements of Statement of Recommended Practice on "Accounting and Reporting by Charities" issued in March 2005.

Introduction

The main object for which the Women's Therapy Centre exists is to benefit women with psychological problems and stress, in particular by providing psychoanalytic psychotherapy, and the advancement of education for the public benefit of psychotherapists and mental health workers in this subject.

Governance, structure and management

◆ Governance

The Women's Therapy Centre is constituted as a company limited by guarantee (Company Registration Number 1435901 (England and Wales)) and is a charity registered for charitable purposes with the Charity Commission (Charity Registration Number 274520).

◆ Liability of the members

In the event of the charitable company being wound up during the period of membership, or within the year following, company members are required to contribute an amount not exceeding £1.

◆ Trustees

The Women's Therapy Centre is governed by its trustees who are also directors of the company. The number of trustees shall never be less than three, and, until otherwise determined by a General Meeting, shall not be more than 14. All trustees shall be members of the Company or the authorised representative of a member organisation.

The trustees from time to time appoint any member of the Company as a trustee, either to fill a casual vacancy or by way of addition to their number, provided that the prescribed maximum shall not be exceeded. Any member so appointed shall retain office only until the next Annual General Meeting, but shall then be eligible for re-election. Observers may be invited to meetings of the trustees but shall not be allowed to vote at such meetings.

Governance, structure and management (continued)

◆ **Trustees** (continued)

The board of trustees carries out an audit of its members from time to time to identify relevant skills and experience gaps. Prospective trustees make an application and meet with the trustees before they are co-opted to the board. Training sessions on governance and responsibilities take place on a regular basis. New trustees 'shadow' members of the staff team in order to become familiar with the work, in particular with an area of work which is not their specialism e.g. non clinical trustees would expect to 'shadow' psychotherapists.

The following trustees were in office at 31 March 2009, and served throughout the year, except where shown:

Trustees	Appointed / Resigned
Melanie Mauthner - Chair	
Jessica Spearman – Treasurer	
Emua Ali	
Elizabeth Deeble – Company Secretary	Resigned November 2008
Nina Gosling	
Tirril Harris	
Veronica Pickering	Resigned November 2008
Dr Nisha Shah	Appointed July 2008
Bhupinder Virdee	

Brief biographical details on each of the trustees is given below.

Melanie Mauthner has been a Social Science Lecturer at the Open University and brings her experience of managing feminist research to the Centre.

Jessica Spearman is a Chartered Accountant and a member of the Institute of Chartered Accountants in England and Wales (Qualified in September 2001). She has experience in management accountancy and internal audit.

Emua Ali is a multilingual Management Consultant, trainer, Executive and Personal coach. Areas of expertise include performance management, management training and self-development, organisational development, human resource management, recruitment and selection, equal opportunities, diversity management, policy development, research, coaching, community development, business development for refugees and parent education

Elizabeth Deeble – has worked as a clinical psychologist in the NHS with people with mental health problems for many years and has previous voluntary sector experience as a trustee of the Eating Disorder Association.

Nina Gosling is a Consultant Adult and Group Psychotherapist and Clinical Lead for psychoanalytic psychotherapy in the NHS.

Governance, structure and management (continued)

◆ **Trustees** (continued)

Tirril Harris is a psychotherapist who combines private practice with research into the psychosocial factors involved in onset and remission of psychological distress and disturbance.

Veronica Pickering is a children's guardian, an independent reviewing officer and an independent social work consultant.

Dr Nisha Shah is a consultant in community adult general psychiatry. She has been working as a psychiatrist since 1992.

Bhupinder Virdee has extensive experience of working with domestic violence projects. She has recently set up parallel support services for women whose partners are on anti-abuse programmes whilst providing one-to-one and group support to women experiencing domestic violence.

One of the trustees, Nina Gosling received remuneration during the year. This was to provide interim cover while the Centre recruited a Clinical Director. The arrangement received prior approval from the Charity Commission. The amount received was £166 (2008 - £3,156). No other trustee received any remuneration during the year (2008 - £nil) and expenses in connection with out-of-pocket travel costs totalling £99 were reimbursed to one trustee (2008 - £66 to one trustee).

◆ **Trustees' responsibilities**

The charity's trustees are responsible for preparing the annual report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees (who are directors of the company for the purpose of the Companies Act) to prepare accounts which give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In preparing accounts giving a true and fair view, the trustees are required to:

- ◆ 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 departures disclosed and explained in the accounts;
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Governance, structure and management (continued)

◆ **Trustees' responsibilities** (continued)

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the accounts comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Each of the trustees confirms that:

- ◆ so far as the trustee is aware, there is no relevant audit information of which the company's auditors are unaware;
- ◆ the trustee has taken all steps that she ought to have taken as a trustee in order to make herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s234ZA of the Companies Act 1985.

◆ **Structure and management reporting**

The trustees are ultimately responsible for the charity and meet on a regular basis to consider developments and make decisions regarding strategy and other important matters. The Treasurer is a qualified and experienced accountant. Two of the trustees are experienced psychotherapists and all have management experience within their own professions in the voluntary, statutory and private sectors. Staff, volunteers and sessional therapists are from a range of cultural and religious backgrounds, reflecting the communities that we serve. Trustees also come from those communities and have an understanding of the issues facing the women using the Centre.

Day-to-day management of the Centre is the responsibility of two senior managers. The Chief Executive has overall responsibility for the organisation and the Clinical Director is responsible for the clinical work. The Chief Executive works closely with the Clinical Director to ensure that the delivery and development of the clinical work is in line with the Centre's financial resources and criteria stipulated by funders.

The Chief Executive of the Women's Therapy Centre chairs monthly Business Meetings, which are open to all staff and sessional therapists. At these meetings staff are consulted and their views are then fed back to the board of trustees. Staff are also informed about decisions made by the board of trustees. The board of trustees meets once every two months and the management team of the Centre attends these meetings. Decisions taken at the board of trustees' committee meetings are discussed at Business Meetings.

Governance, structure and management (continued)

◆ **Structure and management reporting** (continued)

The staff and trustees of the Centre have extensive experience of delivering and managing high quality psychoanalytic psychotherapy services. The Chief Executive has over 20 years experience of voluntary sector management with diverse community groups, including financial management, staff management, recruitment, fund-raising campaigning, research and project planning. She has worked at the Women's Therapy Centre since 1999, initially as the General Manager and since 2005 as the Chief Executive.

The Clinical Director during this period, Bernadette Hawkes, qualified as a psychoanalytic psychotherapist in 1994. She is a qualified psychoanalytic psychotherapist with extensive experience of providing psychotherapy for refugees and asylum seekers.

The Centre's activities are administered and co-ordinated from its premises at 10 Manor Gardens, London, N7 6JS.

The Women's Therapy Centre is committed to ensuring its users have appropriate mechanisms to give feedback and be involved in the development of its services. However, because of the nature of psychoanalytic psychotherapy it is vital that any user involvement strategy ensures that confidentiality and the boundaries of the therapy are adhered to. The Centre has been collecting feedback from clients at the beginning and end of therapy for many years. More recently it has held regular user fora to which current clients are invited to attend. At these meetings clients are invited to give feedback and make suggestions about the delivery of the Centre's services. The fora are chaired by the Chief Executive. The themes and suggestion from these meeting are fed back to the Centre's staff group, volunteers and trustees. The Centre is developing a user involvement policy which will address a range of other mechanisms to further enable users to be involved in planning and developing services.

◆ **Working with other organisations**

The Women's Therapy Centre developed a partnership with Shpresa to develop access and delivery psychotherapy to Albanian women. The partnership was a result of the work carried out under the Connecting Communities Plus Programme.

The Women's Therapy Centre continues to work in partnership with Hearthstone, a one stop support service for victims of domestic violence. Women who use this service and want psychological help are enabled by staff to refer themselves for psychotherapy to the Women's Therapy Centre. This partnership has worked well, giving women the opportunity to address both the practical issues they face (e.g. housing, engaging in legal proceedings) while focusing on their psychological needs and emotional experiences.

Governance, structure and management (continued)

◆ **Working with other organisations** (continued)

The Women's Therapy Centre is an active member of the Camden and Islington Providers' Forum, of which the Chief Executive is currently Chair. This forum brings together providers from both the voluntary and statutory sectors.

The Women's Therapy Centre endeavours to build relationships with Primary Care Trusts, NHS departments and social services representatives, liaising with representatives of Primary Care Trusts, social services, and the Department of Health.

◆ **Risk management**

A risk management policy and a risk register are in place. The policy forms part of the Women's Therapy Centre's internal control and corporate governance arrangements. Its function is to:

- ◇ explain the Women's Therapy Centre's approach to risk management;
- ◇ identify the roles and responsibilities of the trustees and the management team;
- ◇ outline the main aspects of the risk management process;
- ◇ identify the main reporting procedures; and
- ◇ describe the processes the trustees will use to evaluate the effectiveness of internal control procedures.

The trustees believe they have a major role in the management of risk and will:

- ◇ determine what types of risk are acceptable;
- ◇ determine the appropriate level of exposure to risk of the Women's Therapy Centre;
- ◇ approve any major decisions affecting the Women's Therapy Centre's exposure to risk;
- ◇ monitor the management of significant risks to reduce the likelihood of unforeseen and unwanted events;
- ◇ ensure that the less significant risks are being actively managed, with the appropriate controls in place and working effectively; and
- ◇ review the approach to risk management on an annual basis and approve any fundamental changes to processes and procedures.

Risk management is incorporated in the charity's system of internal control. The system includes several elements that, in combination, lead to an effective and efficient operation and enable the Women's Therapy Centre to respond to risks in a timely manner.

Governance, structure and management (continued)

◆ **Risk management** (continued)

A risk management sub-committee is in place. The management team prepare a report which reviews the effectiveness of the internal control systems. Reports are presented at the annual meeting of the risk management sub committee for consideration. Each risk will be assessed in conjunction with other risks encountered. The sub-committee reports to the trustees on the effectiveness of the internal controls and whether the controls in place are sufficient.

The risk register identifies major risks, contributing factors, mitigating actions and any early warning mechanisms. Sections of this register are considered by relevant sub-committees (finance, personnel etc.) in addition to the risk management sub-committee and the document is formally evaluated annually. Risks that become apparent between reviews are added to the document and brought to the attention of the board of trustees at their bi-monthly meetings. Actions to be taken to mitigate risks and risk indicators are monitored regularly. The risk management sub-committee met and introduced additional measures aimed at addressing the issues and challenges of the current economic climate.

Activities, specific objectives and relevant policies

◆ **Overall objectives and aims**

The core purposes of the Women's Therapy Centre are:

- ◇ to provide psychoanalytic psychotherapy, education and training for women by women;
- ◇ to exist in order to enable women to make changes in their lives;
- ◇ to recognise that women's mental health is deeply affected by the social and political context in which they live. This is further compounded by oppression on the grounds of race, culture, disability, sexual orientation, age and class.

Its aims are:

- ◇ to provide group and individual psychoanalytic psychotherapy for women. This therapy is informed by psychoanalytic theory based on an understanding of women's psychology and the Women's Therapy Centre clinical practice, and which endeavours to promote emotional well being;
- ◇ to provide an accessible service for women whether black, white, lesbian, heterosexual, disabled, able-bodied, of different ages, classes and cultures, or ability to pay;
- ◇ to provide a service for women by women which is gender-conscious and is based on a particular awareness of women's oppression and the social and political context in which women live;

Activities, specific objectives and relevant policies (continued)

◆ **Overall objectives and aims** (continued)

- ◇ to broaden access to psychotherapy services, by the provision of workshops in community settings and at the Women's Therapy Centre;
- ◇ to develop and promote the Women's Therapy Centre's perspective on women's psychology and to raise public awareness about women's mental health issues;
- ◇ to provide education and training about women's psychology based on Women's Therapy Centre experience and practice, to a wide range of professionals and workers;
- ◇ to provide an advice and information service about the Women's Therapy Centre and other provisions relating to women's mental health;
- ◇ to ensure the provision of a high quality service which is cost effective and responsive to the needs of women who use the Women's Therapy Centre services; and
- ◇ to operate efficient and accountable systems of organisational and financial management.

When setting the objectives and planning the work of the charity for the year, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

◆ **Volunteers**

The Centre benefited from the contribution of six volunteers during the period. Three of the volunteers were 'honorary psychotherapists'. Honorary psychotherapists are women who have just completed their training, or are well into psychoanalytic psychotherapy training and wish to have the experience of working in a clinical setting. They receive clinical supervision from staff psychotherapists and attend clinical discussions. Three of the volunteers provide administrative support. These positions were helpful to the administration and clinical support services and enable women to gain valuable administrative skills as well as gaining experience of being part of voluntary sector organisation. Three honorary psychotherapists contributed to the work of the Centre by providing therapy to ten women. Admin volunteers contributed an average of two days per week. Without the contribution of volunteers the Centre would have needed to employ a therapist for a day and an admin support worker for two days per week.

Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)

The Women's Therapy Centre seeks to provide an accessible psychotherapy service for women with mental health problems who have traditionally not had access to such a service, including: black and minority ethnic women, refugees and asylum seekers, women whose first language is not English, women with disabilities, young women, women who have experienced violence and abuse and women on low incomes.

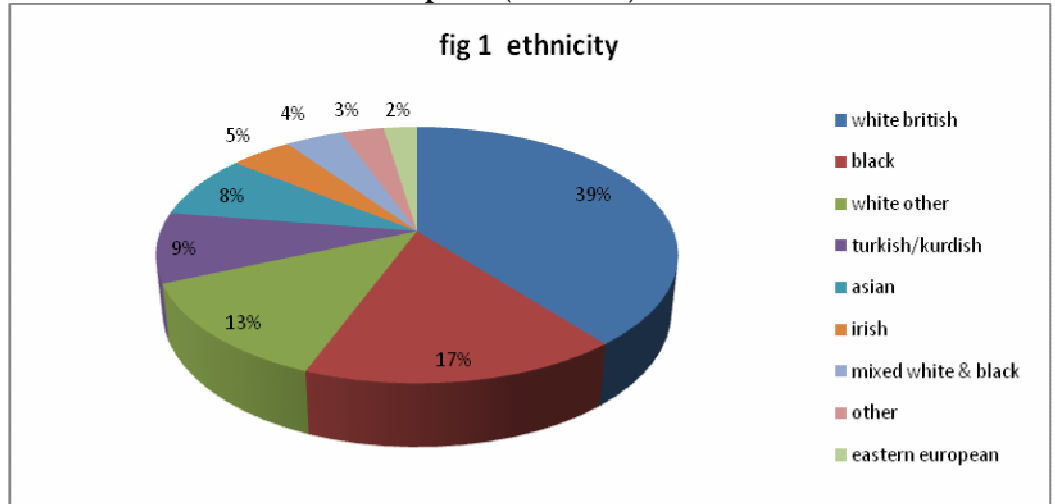
The Women's Therapy Centre is unique in providing a women-only setting. This is particularly important for women who have experienced violence and rape possibly in situations of conflict or war, or for women whose cultural background would make it difficult for them to access therapy in a mixed environment.

The Women's Therapy Centre's services are very oversubscribed. The Department of Health in its publication *Women's Mental Health: Into the Mainstream* (2002), acknowledges the "shortfall in the availability of a range of psychological therapies", while also recommending that "psychological therapy should be routinely considered as an option when assessing mental health problems". In particular, the Department of Health emphasises the need for psychotherapy to acknowledge the gender inequalities in society which impact on women's mental health. The Women's Therapy Centre offers therapy that is rooted in an understanding of the social factors, such as gender and race inequalities, that impact on women's mental health. We are aware that some of those women who could most benefit from the therapy offered at the Women's Therapy Centre are not receiving the help that they require. This is because they do not find it easy to access our services or because the centre does not have sufficient financial resources to meet this demand.

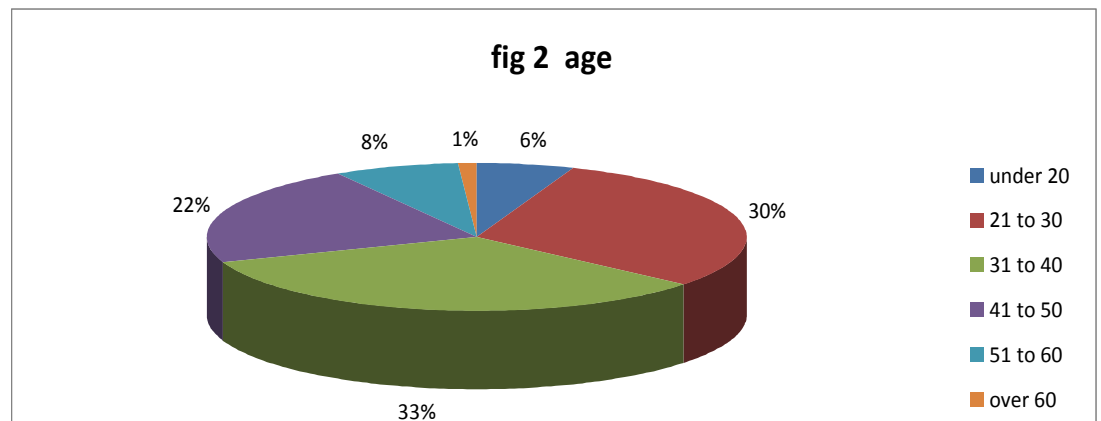
During 2008/09, 287 women were offered therapy. The ethnicity of clients is shown (fig. 1), 17% of women identified themselves as Black (including Black African, Black British and Black Caribbean). Women identifying themselves as Eastern European were predominately Albanian. Many women identifying themselves as White Other came from Eastern European countries.

Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)



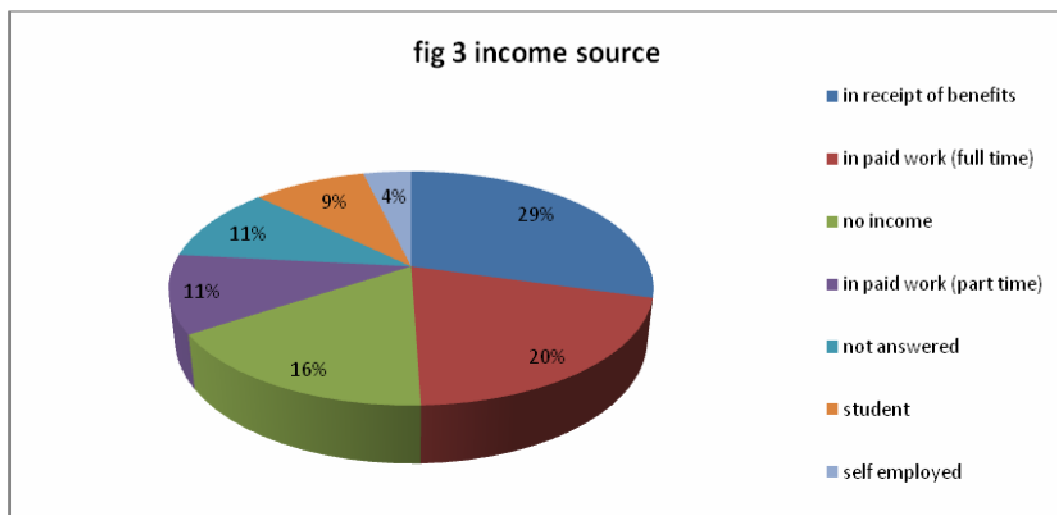
The majority of women (63%) were aged between 21 and 40 (fig. 2).



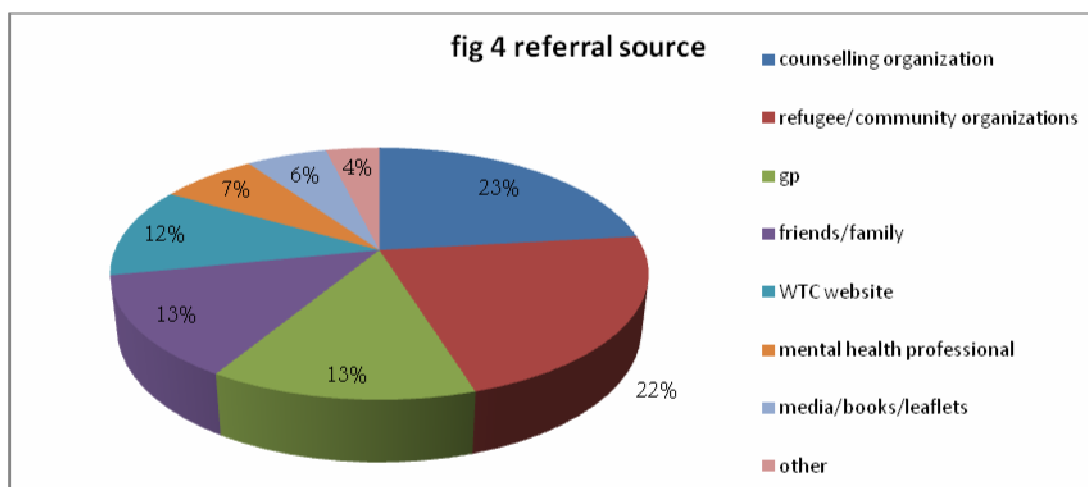
Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)

45% of women were either in receipt of benefits or had no source of income. This reflects the growing numbers of women the Centre sees who are refugees or asylum seekers (fig. 3).



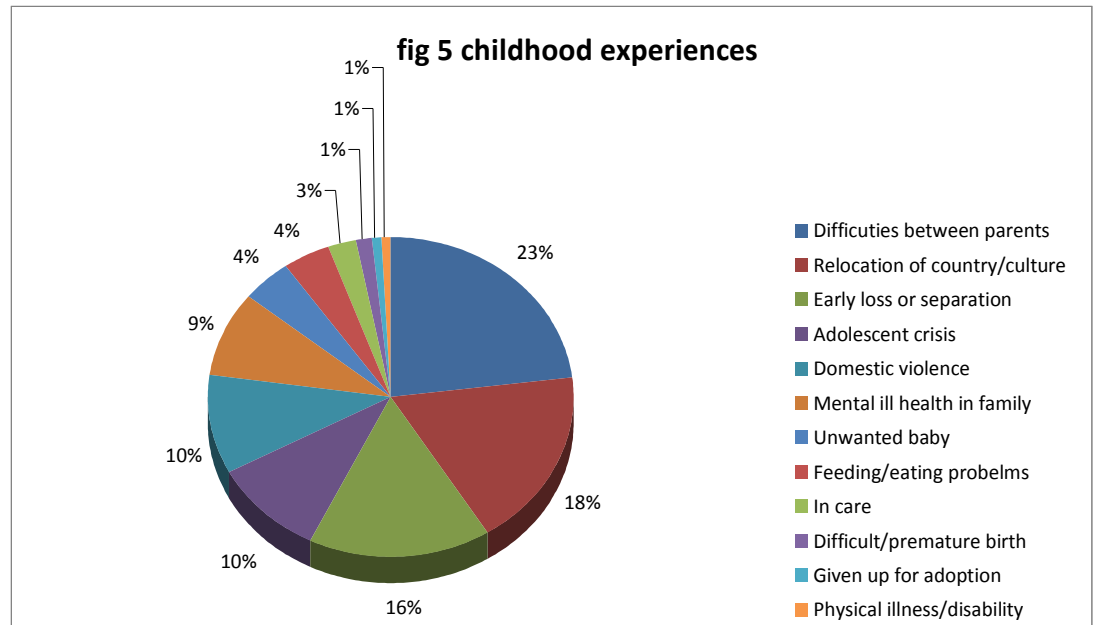
The Centre operates a policy of self referral. However, there are often individuals and/or organizations that suggest women contact the Women's Therapy Centre (fig. 4). The Centre is also mindful that for some women there are real barriers to self referring including language, understanding of therapy and access to a telephone or computer. For these women, we will accept referrals from organizations on their behalf. Organizations offering counselling and/or psychotherapy account for 23% of referral sources. Community organisations and refugee communities were behind 22% of referrals for therapy. The numbers of women finding out about therapy through the Centre's website increased significantly from last year, from 7% to 12%.



Achievements and performance (continued)

♦ **Review of activities and future plans** (continued)

Many of the centre's clients have had difficult childhood experiences. Difficulties between parents accounted for 23% of significant childhood experiences. The impact of relocation of country and/or culture, including the relocation by women's parents accounted for 18% of significant childhood experiences (fig 5).



The Women's Therapy Centre ensures that its services are accessible by:

- 1 Employing therapists who speak a range of community languages or who can work effectively with appropriately skilled interpreters. Staff have a cultural and political understanding of the environment many of the women have come from as well as a psychotherapeutic knowledge of issues affecting these women such as trauma and loss.
- 2 Publicising services using sensitive, culturally relevant images, in community languages and in places where women traditionally excluded from therapy are likely to see these images. Information on the services provided by the Women's Therapy Centre is also available in large print.
- 3 Using a building which is accessible for women with mobility problems.
- 4 Endeavouring to employ staff and volunteers from a range of cultural backgrounds, reflecting the communities that we are serving.
- 5 Opening at least one evening a week.
- 6 Ensuring that trustees come from the communities we serve and have an understanding of the issues women using the centre face.

Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)

- 7 Developing links with groups of mental health service users, refugee community organisations, black and minority ethnic women's groups, and agencies working with women who traditionally do not have access to therapy.

The Women's Therapy Centre has focused on particular groups of women in response to identified needs, and increasingly alongside available funding streams. Refugees and asylum seekers are at higher risk of mental health problems than the general population for a number of reasons including: traumatic experiences before, in and during escape from their country of origin, difficult camp or transit experiences, culture conflicts and adjustment problems in the country in which they are resettling and multiple losses including family members, their home land and their way of life (Lipson, J G 'Afghan Refugees in California: Mental Health Issues' *Issues in Mental Health Nursing* 14 (4), 411-423, 1993).

Refugee women are often very isolated, frequently staying at home with young children in inadequate housing with very little money. They are likely to have received less education than men and are less likely to have opportunities to learn English. Many refugee women and children may be alone in the UK because their partners have been killed, detained or have stayed behind to fight. Women have experienced rape in their country of origin or in the process of flight (*Health Matters*, Issue 39 Winter 1999/2000).

Take up of traditional mental health services by refugees and asylum seekers is poor. The reasons for this are likely to include fear of authority and of being labelled mad, fear of a betrayal of confidence to other members of the community (*Refugees, Asylum Seekers and Mental Health*, The Medical Foundation, August 2003) and frequent changes in accommodation or even homelessness, which can make it very difficult for refugees and asylum seekers to take up any services (*Asylum Seekers, Refugees and Mental Health Services in the UK*, Position Statement of the Transcultural Special Interest Group, January 2004, The Royal College of Psychiatrists). However, it is also the case that there is a lack of appropriate services that are culturally responsive (*Refugees, Asylum Seekers and Mental Health*, The Medical Foundation, August 2003).

Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)

In 2006, the Women's Therapy Centre secured funding from Connecting Communities Plus, a government funding programme which seeks 'to reduce race inequalities and tackle extremism'. This funding scheme is aimed at organisations that are committed to delivering projects and services that promote race equality and foster strong community relations. The Women's Therapy Centre secured three years funding from the Connecting Communities Plus programme. The aim of the project was to develop access to mental health services including psychotherapy at the Women's Therapy Centre. The project enabled a Community Development Psychotherapist to be appointed. Crucial to the project was:

- ◇ the production of information (in community languages);
- ◇ the provision of information sessions for refugee and asylum seeker women;
- ◇ the provision of therapy taster sessions, giving women an opportunity to explore their feelings and fears about using mental health services, and offering them insight into how psychoanalytic psychotherapy can be beneficial; and
- ◇ the provision of support for front-line staff and volunteers working with refugees and asylum seekers.

This project was important in developing routes into the Centre's therapy service. It worked closely with refugee community organisations and other organisations providing support for refugee and asylum seeking women. Many women from refugee and asylum seeking communities do not have the knowledge of services or the confidence and self esteem required to self refer themselves to the Women's Therapy Centre. This project provided the opportunity to tackle the stigma relating to mental health problems among these communities by reaching out to community groups with information and support. The funding for this project ended in March 2009.

It built on the Women's Therapy Centre's existing initiatives to improve access for women from refugee communities and other women living in exile including:

- ◇ the provision of mother tongue therapy;
- ◇ the provision of interpreters;
- ◇ a Link Worker who supports women who are accessing therapy at the Women's Therapy Centre by assisting them with practical problems and signposting them to other support services in relation to housing, benefits and immigration issues; and
- ◇ support with child care and travel costs for refugees and asylum seekers.

The project developed a toolkit providing guidelines and models of good practice. The toolkit was launched in March 2009 and has been disseminated widely.

Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)

Feedback from women who participated in the project highlighted the need and importance of the project. One refugee woman commented that:

'(Here) we speak of our problems. I never had a place to talk'.

One of the staff members who participated in the training highlights how psychoanalytic psychotherapy thinking can be helpful for staff working as well as the need for psychotherapy organizations to proactively engage with the communities:

'I come here and see we can never say yes to domestic violence. I realise there are people who can help. It can stop.'

An external evaluation of the project was carried out. The report found that:

- ◇ Psychoanalytic psychotherapy can help women who have been through very traumatic experiences. It can provide support over a long period of time and does not seek to offer a 'quick fix' to women who are very vulnerable.
- ◇ Cognitive Behavioural Therapies and other short term interventions may not be the most appropriate models of therapy for women who have survived torture, trafficking, exile, detention and gender based violence. For these women psychoanalytic psychotherapy can enable women to begin a long process of recovery.
- ◇ Psychoanalytic psychotherapy can help women, over time, to find their own solutions and identify their own strengths. For women who have been stigmatised and demonised both as asylum seekers and as survivors of gender based violence, to be treated in this way can be a uniquely powerful experience and one that offers them hope for the future.
- ◇ There is a need for the provision of support services specifically for front-line staff working with refugees and asylum seekers including the reflective practice model offered by the Women's Therapy Centre.

The majority of grants secured were for work with women with refugee or asylum seeker status or women who have experienced domestic violence. The Centre has completed a third year of three year funding from Comic Relief to provide psychotherapy and practical support for 18 to 21 year old women who are refugees or asylum seekers. The Henry Smith Charity funded a project providing therapy for refugee and asylum seeker women and for women from black and minority ethnic communities. The funding runs from January 2008 to December 2010. The Department of Health is funding a domestic violence project through its Section 64 programme. This funding runs from April 2007 to March 2010. These funding streams enable us to focus on meeting the needs of particular client groups, some of whom might not readily refer themselves.

Achievements and performance (continued)

◆ **Review of activities and future plans** (continued)

The Women's Therapy Centre has demonstrated the importance of developing access routes, in addition to the self referral system, in order to make psychotherapy accessible to a wide range of women who would not normally have access to this therapy.

The Centre was successful in getting a commission from the London Councils to provide therapy for BAMER (Black, Asian, Minority Ethnic and Refugee) women and women with enduring mental ill health. The project runs from November 2008 for four years.

Financial Review

◆ **Results for the year**

A summary of the year's results can be found on page 23 of this annual report and financial statements.

Total incoming resources in the year amounted to £468,536 a decrease of £9,764 from the previous year. This decrease on the previous year was due to a decrease in income from grants statutory income. In addition, there has been a continuing decrease in the level of income from therapy fees. Resources expended increased by £28,040 to £459,984 due to an increase in staff costs of £36,135.

The net income for the year was £8,552 (2008 - £46,356).

◆ **Reserves policy and financial position**

Reserves policy

The charity carries out a wide range of activities and projects, some of which comprise short term and externally funded projects whilst others comprise longer term activities requiring ongoing financial commitment. The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed asset or designated for specific purposes. The trustees consider that, given the nature of the charity's work, the level of free reserves should be approximately £30,000, i.e. equivalent to one month's expenditure. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources due to timing differences in income flows, adequate working capital to cover core costs, and will allow the charity to cope with unforeseen emergencies. The trustees recognise that it will take some time to build up and maintain this level of reserves and are acutely aware of the need to not only raise the charity's income level but to look at ways to reduce its expenditure. The trustees are pleased that in 2008/09 the goal has become more achievable.

Financial Review (continued)

◆ **Reserves policy and financial position** (continued)

Reserves policy (continued)

In the current funding climate the trustees recognize that it is not enough to endeavour to increase the charity's income level as a means of building appropriate free reserves but that they must actively tackle both income raising and expenditure reduction side by side if the Centre is to have a sustainable future. This is a particular challenge for the Women's Therapy Centre because of the nature of the service it provides and the need to ensure that commitments to clients are honoured while, at the same time, striving to manage its financial resources. However, it is vital that the Centre adopts this cautious, prudent financial strategy. As part of this strategy the Centre adopted its own salary scales in April 2008. This allowed the Centre greater financial control over its salary bill which was previously linked to NJC scales and NHS scales. In addition, the Women's Therapy Centre pay scale means staff receive the same cost of living increase across all grades.

Financial position

The balance sheet shows funds of £85,503. The balance comprises restricted fund balances of £49,241 designated funds of £20,000 and general funds of £16,262.

The restricted monies have either been raised for, and their use restricted to, specific purposes, or they comprise income subject to donor imposed conditions. Full details of the restricted funds can be found in note 12 to the accounts together with an analysis of movements in the year.

The designated fund of £20,000 comprises monies earmarked to cover staff and associated costs which may arise as a result of sick leave, maternity leave or the need to bridge a gap resulting from a time limited project coming to an end.

The trustees are cautiously pleased with the level of confirmed income for the forthcoming year. They believe that this funding, together with continued careful cost management and continued fundraising, will enable the Women's Therapy Centre to operate within a balanced budget. The trustees acknowledge the priority for building reserves and, as noted above, continue to consider ways in which additional free reserves can be generated. However, the Centre faces increasing competition in securing the provision of longer term psychotherapy as well as pressure to deliver greater outcomes and outputs. The trustees believe that it important to use public, trust and foundation, and individual donor money responsibly and to ensure accountability. However, they also believe it is essential that the Centre does not compromise the quality and ethos of the work.

Employees

14 staff were employed by the charity during the year. The services of sessional self-employed therapists were engaged for individual and group therapy and for clinical supervision.

Whilst the nature of the activities of the Women's Therapy Centre means that the charity employs only females, it does strive to be an equal opportunities employer in all other respects and applies objective criteria to assess merit. It aims to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, race, colour, nationality, religion, ethnic or national origin, marital status, sexual orientation or disability.

Selection criteria and procedures are in place to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees are given opportunity and training to enable them to develop their skills and knowledge. The Women's Therapy Centre is committed to a programme of action to make this policy effective, and brings it to the attention of all employees.

Approved by the trustees and signed on their behalf by:

M Mauthner

Trustee

Approved on: 27 July 2009

Report of the independent auditors to the members of Women's Therapy Centre

We have audited the financial statements on pages 23 to 33 which have been prepared under the historical cost convention and the accounting policies set out on pages 25 and 26.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As described on page 5 the trustees, who are also the directors of Women's Therapy Centre for the purposes of company law, are responsible for the preparation of the trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the trustees' report is consistent with the financial statements. In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the trustees' report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Independent auditors' report 31 March 2009

Opinion

In our opinion:

- ◆ the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the charitable company's state of affairs as at 31 March 2009 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended;
- ◆ the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- ◆ the information in the trustees' report is consistent with the financial statements.

Buzzacott LLP
Chartered Accountants and Registered Auditors
12 New Fetter Lane
London
EC4A 1AG

29 July 2009

Statement of financial activities Year to 31 March 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Income and expenditure					
Incoming resources					
Incoming resources from generated funds:					
. Voluntary income	1	1,682	—	1,682	2,541
. Activities for generating funds	2	7,359	—	7,359	1,580
. Interest receivable		1,628	—	1,628	1,860
Incoming resources from charitable activities					
. Provision of psychoanalytical psychotherapy	3	68,031	389,836	457,867	472,319
Total incoming resources		78,700	389,836	468,536	478,300
Resources expended					
Charitable activities					
. Provision of psychoanalytical psychotherapy	4	63,086	391,766	454,852	428,408
Governance costs	5	5,132	—	5,132	3,536
Total resources expended		68,218	391,766	459,984	431,944
Net incoming (outgoing) resources before transfers					
		10,482	(1,930)	8,552	46,356
Transfers between funds					
	12	(276)	276	—	—
Net movement in funds i.e. net income (expenditure)					
	6	10,206	(1,654)	8,552	46,356
Balances brought forward at 1 April 2008					
		26,056	50,895	76,951	30,595
Balances carried forward at 31 March 2009					
		36,262	49,241	85,503	76,951

There is no difference between the net movement in funds stated above, and the historical cost equivalent.

All of the charity's activities derived from continuing operations during the above two financial years.

The charity has no recognised gains and losses other than those shown above and therefore no separate statement of total recognised gains and losses has been presented.

Balance sheet 31 March 2009

	Notes	2009 £	2009 £	2008 £	2008 £
Fixed assets					
Tangible assets	9		7,069		9,205
Current assets					
Debtors	10	34,722		53,090	
Cash at bank and in hand		68,404		83,925	
		103,126		137,015	
Creditors: amounts falling due within one year	11	(24,692)		(69,269)	
Net current assets			78,434		67,746
Total net assets			85,503		76,951
Represented by:					
Funds and reserves					
Restricted funds	12		49,241		50,895
Unrestricted funds					
. Designated Funds	13	20,000		20,000	
. General funds		16,262		6,056	
			36,262		26,056
			85,503		76,951

Approved by the trustees and signed on their behalf by:

Tirril Harris

Trustee

Approved on: 27 July 2009

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the requirements of the Companies Act 1985. Applicable United Kingdom accounting standards (United Kingdom Generally Accepted Accounting Practice) and the Statement of Recommended Practice “Accounting and Reporting by Charities” (SORP 2005) have been followed in these financial statements.

Cash flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard No 1 “Cash Flow Statements”.

Incoming resources

Incoming resources are recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor or funder has specified that the income is to be expended in a future accounting period.

Grants from government and other agencies have been included as income from activities in furtherance of the charity’s objectives where these amount to a contract for services, but as donations where the money is given in response to an appeal or with greater freedom of use, for example monies for core funding.

Resources expended and the basis of apportioning costs

Expenditure is included in the statement of financial activities when incurred and includes any attributable VAT which cannot be recovered.

Resources expended comprise the following:

- a. The cost of charitable activities comprises expenditure on psychotherapy and the provision of training for women.
- b. Governance costs comprises the costs associated with governance of the charity. Included within this category are costs associated with the strategic as opposed to day to day management of the charity’s assets.

Tangible fixed assets

All assets costing more than £250 and with an expected useful life exceeding one year are capitalised.

Expenditure on the purchase and replacement of computer equipment and significant items of furniture and fittings is capitalised and depreciated over the estimated useful lives of the assets as follows:

◆ Computer equipment	33% on cost
◆ Furniture and fittings	25% on cost

Fund accounting

The restricted funds are funds which have been raised for, and their use restricted to, a specific purpose; or donations or grants subject to donor or funder imposed restrictions.

The designated funds comprise those monies set aside out of the general fund and set aside for a specific purposes by the trustees.

The general fund consists of those funds which the charity may use in furtherance of its charitable objectives and which may be applied at the discretion of the trustees.

Leased assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

Pension costs

Contributions in respect of defined contribution schemes are charged to the statement of financial activities in the year in which they become payable to the schemes.

1 Voluntary income

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Donations	1,182	—	1,182	791
Grants from voluntary bodies	500	—	500	1,750
Total	1,682	—	1,682	2,541

2 Activities for generating funds

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Sale of prints	—	—	—	1,580
Income from events	7,359	—	7,359	—
	7,359	—	7,359	1,580

3 Provision of psychoanalytical psychotherapy

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Contracts and service agreements with Central Government and statutory Bodies				
Department of Health – Section 64	—	38,030	38,030	35,850
London Councils – Individual and Group Therapy	—	62,908	62,908	107,836
London Councils – Asylum Seekers, Refugees and BME	—	39,809	39,809	—
Islington Primary Care Trust	—	51,712	51,712	71,348
Hearthstone/L B Haringey	—	11,985	11,985	1,985
Department of Communities and Local Government - Connecting Communities Plus	—	58,207	58,207	50,560
	—	262,651	262,651	267,579
Other grants				
Big Lottery Fund	—	—	—	25,912
The Henry Smith Charity	—	50,700	50,700	55,100
Comic Relief	—	34,400	34,400	29,356
Grants from voluntary bodies	29,580	42,085	71,665	54,500
	29,580	127,185	156,765	164,868
Psychotherapy and course fees	38,451	—	38,451	39,872
Total	68,031	389,836	457,867	472,319

4 Provision of psychoanalytical psychotherapy

	Unrestricted £	Restricted £	2009 Total £	2008 Total £
Individual and group therapy	7,500	146,552	154,052	219,057
Asylum seekers, refugee and BME	22,080	191,042	213,122	131,405
Domestic violence	—	52,323	52,323	35,527
Support	33,506	1,849	35,355	42,419
	63,086	391,766	454,852	428,408

5 Governance costs

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Audit fees	4,615	—	4,615	3,424
Trustees' expenses and similar costs	517	—	517	112
	5,132	—	5,132	3,536

6 Net movement in funds ie net (expenditure) income

This is stated after charging:

	2009 Total funds £	2008 Total funds £
Staff costs (note 7)	271,009	234,874
Auditors' remuneration:		
· Statutory audit services (including VAT)		
.. Current year	4,553	4,364
.. Prior year	147	—
Depreciation	4,036	2,561
Operating lease rentals	77,547	73,854

7 Staff costs and trustees' remuneration

	2009	2008
	Total	Total
	funds	funds
	£	£
Staff costs during the period were as follows:		
Wages and salaries	244,946	211,935
Social security costs	22,514	19,118
Other pension costs	3,549	3,821
	271,009	234,874
Staff costs per function were as follows:		
Psychotherapy	267,621	231,938
Support	3,388	2,936
	271,009	234,874

No employees earned £60,000 per annum or more (including benefits) during the year (2008 - none).

The average number of employees, analysed by function, was:

	Year to	Year to
	31 March	31 March
	2009	2008
Psychotherapy	12.00	10.00
Support	1.00	1.00
	13.00	11.00

One of the trustees, Nina Gosling received remuneration during the year. This was the final payment in connection with the provision of interim cover while the Centre recruited a Clinical Director. The arrangement received prior approval from the Charity Commission. The amount received was £166 (2008 - £3,156). No other trustee received any remuneration during the year (2008 - £nil). Expenses in connection with out-of-pocket travel costs totalling £99 were reimbursed to one trustee (2008 - £66 to one trustee).

8 Taxation

Women's Therapy Centre is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

9 Tangible fixed assets

	Furniture and fittings £	Computer equipment £	Total £
Cost			
At 1 April 2008	12,576	14,893	27,469
Additions	—	1,898	1,898
At 31 March 2009	<u>12,576</u>	<u>16,791</u>	<u>29,367</u>
Depreciation			
At 1 April 2008	12,498	5,766	18,264
Charge for year	77	3,957	4,034
At 31 March 2009	<u>12,575</u>	<u>9,723</u>	<u>22,298</u>
Net book values			
At 31 March 2009	<u>1</u>	<u>7,068</u>	<u>7,069</u>
At 31 March 2008	<u>78</u>	<u>9,127</u>	<u>9,205</u>

10 Debtors

	2009 £	2008 £
Grants receivable	13,643	27,785
Fees receivable	1,417	2,688
Prepayments and accrued income	19,662	22,617
	<u>34,722</u>	<u>53,090</u>

11 Creditors: amounts falling due within one year

	2009 £	2008 £
Social security costs and PAYE	7,078	3,647
Expense and other creditors	12,290	10,484
Accruals	4,553	5,472
Salaries	771	2,786
Deferred income	—	46,880
	<u>24,692</u>	<u>69,269</u>

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trusts to be applied for specific purposes:

	At 1 April 2008 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2009 £
<u>Individual and Group Therapy</u>					
London Councils	(68)	62,908	(62,840)	—	—
Islington Primary Care Trust	—	51,712	(51,712)	—	—
Cripplegate Foundation	—	12,500	(12,500)	—	—
The Mercers' Company	—	7,500	(7,500)	—	—
John Lyon's Charity	—	12,000	(12,000)	—	—
	(68)	146,620	(146,552)	—	—
<u>Asylum seekers, refugees and BME</u>					
London Council	—	39,809	(40,749)	—	(940)
Home Office – Connecting Communities Plus	—	58,207	(58,207)	—	—
Comic Relief	3,547	34,400	(34,397)	—	3,550
Big Lottery Fund	(276)	—	—	276	—
The Henry Smith Charity	40,174	50,700	(50,966)	—	39,908
Shpresa	—	10,085	(6,723)	—	3,362
	43,445	193,201	(191,042)	276	45,880
<u>Domestic violence</u>					
Department of Health	2,308	38,030	(40,338)	—	—
Hearthstone/LB of Haringey	—	11,985	(11,985)	—	—
	2,308	50,015	(52,323)	—	—
<u>IT Funding</u>					
Clothworkers' Foundation	5,210	—	(1,849)	—	3,361
	5,210	—	(1,849)	—	3,361
Total	50,895	389,836	(391,766)	276	49,241

13 Designated funds

The income funds of the charity include the following designated fund set aside out of unrestricted funds by the trustees for specific purposes:

	At 1 April 2008 £	New designations £	Utilised/ released £	At 31 March 2009 £
Personnel and contingency fund	20,000	—	—	20,000

The personnel and contingency fund comprises monies set aside to cover staff and associated costs which may arise as a result of sick leave, maternity leave, or the need to bridge a gap resulting from a time limited project coming to an end.

14 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2009 £
Fund balances at 31 March 2009				
Are represented by:				
Tangible fixed assets	1	—	7,068	7,069
Current assets	28,981	20,000	54,145	103,126
Creditors: amounts falling due within one year	(12,720)	—	(11,972)	(24,692)
	<u>16,262</u>	<u>20,000</u>	<u>49,241</u>	<u>85,503</u>

15 Leasing commitments

At 31 March 2009 the charity had a commitment under an operating lease in connection with land and buildings amounting to £38,774 (2008 - £38,774). The lease, which is for a three year period which commenced in November 2007, may be terminated by either the landlord or the charity by six months' notice in writing. The lease is subject to periodic rent reviews.

Section 37 Statement Year to 31 March 2009

In accordance with Section 37 of the Local Government and Housing Act 1989, the following is a statement of grants in excess of £2,000 or where the funder has stipulated their grant should be disclosed, receivable in respect of the period ended 31 March 2009, together with a note on the use to which they were put.

This statement also includes unspent balances brought forward at 1 April 2008, the amounts used during the year and the balances carried forward at 31 March 2009.

	At 1 April 2008 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2009 £
London Councils – Individual and Group Therapy	(68)	62,908	(62,840)	—	—
London Councils – Asylum Seekers, Refugees and BME	—	39,809	(40,749)	—	(940)
Islington Primary Care Trust	—	51,712	(51,712)	—	—
Cripplegate Foundation	—	12,500	(12,500)	—	—
The Mercers’ Company	—	7,500	(7,500)	—	—
John Lyon’s Charity	—	12,000	(12,000)	—	—
Department of Communities and Local Government – Connecting Communities Plus	—	58,207	(58,207)	—	—
Comic Relief	3,547	34,400	(34,397)	—	3,550
Big Lottery Fund	(276)	—	—	276	—
The Henry Smith Charity	40,174	50,700	(50,966)	—	39,908
Department of Health	2,308	38,030	(40,338)	—	—
Clothworkers’ Foundation	5,210	—	(1,849)	—	3,361
The AB Charitable Trust	—	7,500	(7,500)	—	—
Shpresa (Comic Relief)	—	10,085	(6,723)	—	3,362
Wates Foundation	—	22,080	(22,080)	—	—
Hearthstone/LB of Haringey	—	11,985	(11,985)	—	—
	50,895	419,416	(421,346)	276	49,241

Where funds are in deficit at 31 March 2009, it is anticipated that additional funds will be received in future years.

This statement forms part of the audited financial statements of the charity.