

**REGISTERED COMPANY NUMBER: 05347772 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1051578**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended  
31 March 2017  
for**

**Birmingham Centre For Arts Therapies**

**Locke Williams Associates LLP  
Chartered Accountants  
Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL**

**Birmingham Centre For Arts Therapies**

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for the Year Ended 31 March 2017**

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**Report of the Trustees  
for the Year Ended 31 March 2017**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of 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).

This report is also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

**INCORPORATION**

The charitable company was incorporated on 31 January 2005.

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

"BCAT - The Birmingham Centre for Arts Therapies - opened in September 1993 - is setting out to ensure that a quality arts therapies service is established and maintained throughout the Midlands".

In support of this Mission Statement, BCAT aims to:

- Provide a service to assess and facilitate Arts Therapies sessions for clients
- Serve as a resource centre and teaching establishment for the training, education and support of professionals and carers, on both national and international levels
- Provide a practical link between arts therapies and clients / artists in a community setting, in conjunction with arts in health organisations, providing opportunities for arts in health experience programmes for both leaders and participants.

Arts Therapists work with both children and adults who have a wide range of needs, such as those arising from emotional, behavioural or mental health problems and the effects of stress or trauma.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**OBJECTIVES AND ACTIVITIES**

**Significant activities**

The General Strategy of BCAT during the year has been:

Services to clients:

- To continue to develop, enhance and market a full range of services; to maintain existing and encourage new / increased client base; in particular the development of the Arts in Health aspect of BCAT's work.
- To make every effort to adopt a policy allowing for the subsidy of clients / delegates unable to afford fees involved, or un-supported through other channels, while maintaining its own self-sufficiency and viability as a non-profit-making organisation

Resource Centre and Teaching Establishment:

- To continue to maintain experiential courses, seminars and educational activities, including those initiated by the Arts Therapies Working Group
- To increase awareness of the value of arts therapies, including general training, research and facilities for volunteers and student placements
- To maintain and up-grade as necessary a library of books relevant to these subjects

Provide a Practical Link between arts therapies and clients / artists in a community setting:

- To promote more strategically the organisation as a whole, looking towards collaborative working with local Arts & Health movements, as well as arts therapies organisations.
- To encourage arts graduates and students to participate in leading arts activities with a variety of special needs clients, providing experience for those who wish to understand more about the use of the arts in health and well-being, possibly as preparation for following a training as a professional arts therapist

Capacity Building:

- To ensure all skills and resources are in place to implement and manage the Centre, including in-service training and capacity building opportunities for staff.

Financial:

- To make every effort to maintain financial sustainability

Details of activities undertaken to implement this Strategy are listed under "Achievements and Performance", in the Diary of Events below:

**Public benefit**

In setting these objectives and aims, the Trustees have given due regard to the guidance published by the Charity Commission on Public Benefit.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE**

**BCAT DIARY 2016-2017**

2016

Every Month (or more frequently)

- Students come for advice on dissertations, careers, placements and supervision. Many now belong to the Arts in Health (AIH) programme, which now numbers over 250 members
- New clients are referred and other sessions continue
- Trustees, Board of Management, Therapists' and administrative staff meetings, as required, are held on a regular basis
- Visits are made to potential new locations for BCAT's arts therapies and arts in health services
- Service Users Poetry Group meets in BCAT Meeting Room on a weekly basis
- Grant applications are made to charitable trusts and foundations
- Monthly supervision groups and meetings are held for AIH sessional leaders and new volunteers
- Supervision of students from professional arts therapies courses on placement continues
- Therapists' annual appraisals continue
- Regular fund-raising events such as car boot sales, etc. are held
- Meetings are held with representatives of potential new AIH sessions
- Experimentals and seminars are held

**APRIL**

- Meeting with Chief Executive of Birmingham Voluntary Service Council (BVSC) to discuss future plans for BCAT
- West Midlands Combined Authority event at BVSC
- Design for new database for BCAT planned
- Continuing meetings with managers of Looked After Children Services (LACES)
- Meeting re new Lottery grant application for English as an Additional Language (EAL) project
- Meeting held, hosted by BCAT, to discuss future of Friends Institute
- Meeting with new music therapy student placement
- Meeting with representative from Acorns Hospice re future input there

**MAY**

- Visit of local MP to BCAT to discuss future of the Friends. He offers his support for BCAT
- Meeting of MIND at BCAT re future work
- Visit by auditor
- Visit by chair of Pacha House (located in the Friends Institute) re the future of the building
- Servicing of BCAT computers, as some problems have arisen
- Meeting at St. Mary's Church, Selly Oak, re fund-raising event
- BCAT represented at the funeral of Mary Sheehan - former caretaker of the Friends and supporter of BCAT
- Visit of student supervision re Health & Safety at BCAT before her placement
- Visit of Director to launch of Dr. Clive Holmwood's new book at Derby University (Clive is a BCAT dramatherapist)

**JUNE**

- Visit of Eve Chang from Canada to ask for guidance from BCAT in regard to setting up a new arts therapies centre in Canada
- Visit from potential new trustee
- Visit to Zinnia Centre (Mental Health Centre) to talk about BCAT's therapy services
- New art therapist joins BCAT's team
- New group started at Handsworth Wood for Developing Initiatives Supporting Communities (DISC) members
- New art therapist from Glasgow joins BCAT

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE**

**BCAT DIARY 2016-2017**

**JULY**

- Attendance at lecture on 'Sustainability' by Birmingham & Solihull Mental Health Foundation Trust (BSMHFT)
- Attendance at Fircroft College, Selly Oak, Open Day re AIH
- New art therapist signs contract, because of increasing demand from LACES for art therapy
- BCAT Concert (fund-raising) at St. Mary's Church, Selly Oak
- Work experience student starts placement
- Talks re refugee and EAL project
- Music therapy student from Guildhall School of Music starts placement
- New art therapist from Gloucester signs contract
- Visit of Lecturer from Chester University re student placement
- New group of clients suffering from Parkinson's Disease starts
- New Dance Movement therapist signs contract
- Visit from Representative of local Child Care Centre re future clients

**AUGUST**

- New potential BCAT trustee visits BCAT
- Meeting with managers of LACES
- Visit from potential new Music Therapy Course Leader from Derby University
- Visit to Care Home in Erdington re new clients
- Sessions start at Holy Cross Church Community Centre
- Visit from Volunteering Coordinator, University of Birmingham Guild of Students

**SEPTEMBER**

- New dance movement therapy student starts placement at BCAT
- Attendance at West Midlands Mental Health Innovation Network Dementia at University of Worcester
- Attendance at Older Day Care Opportunities seminar
- Meeting with CEO of Music Works (music therapy organization)
- Meeting with representative of Derby University re student placement
- Visit of BSMHFT CEO to BCAT
- Visit of Speech & Language therapist to BCAT to discuss possible co-operative work

**OCTOBER**

- Visit to Care Home in Coventry re therapy input
- Attendance at BSMHFT Complementary Therapists' meeting
- New Play Therapist signs BCAT contract
- Planning for new BCAT database continues
- Meeting with widow of BCAT client
- Meeting at University of Derby re their proposed new music therapy course
- Visit from Roughley Trust trustee

**NOVEMBER**

- Visit to residential home in Erdington re new clients
- Pianos tuned
- Attendance at North Integrated Mental Health Launch at Northcroft Hospital
- Meeting re new Lottery application for AEL application
- Visit of a therapist from "Spring to Life" re possible working together
- Visit to school re new LACES work
- Attendance at Royal Society for Public Health Conference, London

**DECEMBER**

- New BCAT Assistant Administrator starts work
- Visit from lecturer from Anglia Ruskin University re student placement
- STARZ Concert (AIH sessions)
- BCAT Concert (fund-raising) at Hagley Road Village

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE  
BCAT DIARY 2016-2017**

2017

**JANUARY**

- Regular weekly activities resume (See top of this record)
- New play therapist signs BCAT contract
- Visit to Digbeth "Pause" - a centre for teenagers with mental health difficulties
- Visit from representative of "Headway"
- Visit from University of Birmingham student re her dissertation
- Talk given to representative of "Creative Support" re future BCAT involvement
- Supervision of art therapy student from Roehampton University
- Meeting with teacher from local school re start of EAL project

**FEBRUARY**

- Visit to Kidderminster "Headway" re possible setting up of therapy sessions
- New dramatherapist signs BCAT contract
- Attendance at LACES (now Birmingham Voluntary School - BVS) managers' meeting re future BCAT input
- Attendance of some BCAT therapists / volunteers at Safeguarding Children & Young People course in Shenley Court
- Meeting in London at RSPH re future conference, in partnership with Christ Church Canterbury

**MARCH**

- Attendance at MIND planning meeting at Midlands Art Centre
- Visit to possible venues for September Conference
- Visit from representative of Children's Society re work with refugees
- Meeting re future of Friends Institute
- New dance movement therapist signs BCAT contract
- Meeting with manager of BVS at BCAT

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE**

**Report on behalf of the Trustees - Peter Cornell - Trustee & Treasurer**

I am delighted to report that once again this has been a very successful year for BCAT. We have been able to maintain our financial stability with further funding. I would like to thank all our funders both existing and new for their support of BCAT.

Our success is built on the hard work of Angela Fenwick and the project manager Richard Mole who were ably assisted by Liz Beech as administrative assistant who was recruited during the year. I would like to thank all our staff for the hard work they have put in which was well above that could be expected.

Angela's commitment to BCAT is astonishing as she seeks out new avenues for BCAT to use its expertise as well as ensuring that it is managed in a genial and professional manner.

I would like to congratulate Angela on her award of a PhD which she was able to work on whilst carrying out all her duties with BCAT.

Richard Mole has been instrumental in developing new funding opportunities for BCAT as well as looking for further opportunities to use our expertise. It is thanks to Richard that we have been able to develop our Arts Therapy services as well being able to offer therapeutic services.

Our Looked after Children programme remains oversubscribed and we hope to expand this service in the future. We have also started arts therapy for English as an Additional Language project and we are hoping to secure further funding for this exciting project.

Because of the increasing demand on our services we have successfully recruited further arts therapists to help us in our work. I would like to thank all our therapists for their hard work and especially to the Heads of Departments in overseeing our services. I would also like to thank all our band of volunteers who ably assist us in delivering our first class services.

However, there is a cloud in the horizon. As reported elsewhere in this Annual Report the future of our home at the Friends' Institute remains unclear but steps are being taken to ensure that we will have a stable base for the future. We therefore remain very optimistic about the future success of BCAT

**Director's Report - Angela Fenwick**

This has been a very positive year, seeing the ever-expanding remit of BCAT's work, both within the field of arts therapies and within the ever-expanding work of our arts in health (AIH) team, the latter being so ably led by BCAT's Project Manager - Richard Mole, whose report is included on p8. Starting from a 'germ' idea based on the fact that an ever-increasing number of people were asking BCAT for information about arts in health and arts therapies and seeking work experience and opportunities for volunteering, the growth of the AIH side of BCAT's activities has been phenomenal. BCAT can now offer a full service of activities, from therapy to therapeutic, to all ages and ranges of clients.

In support of resulting increase in administrative work, in December 2016 we welcomed Liz Beech - who will later start a professional drama therapy course at Derby University - to undertake a part-time role of administrative assistant to the AIH work and also PA to myself. She is a welcome addition to the team and also - having been a professional cleaner and restaurant manager - brings many and varied skills to her post. Rose Jennings and Cathy Sullivan have also been assisting in support of student placements and AIH work. Thank you everyone. Richard and I could never have done all this work on our own!

BCAT also has a good track record in the field of academic studies, providing placements for students on arts therapies training courses, advising on dissertations and running seminars and experiential courses in all subjects covered by BCAT. All our therapists, of course, have Master's Level degrees; many of our AIH Leaders have Degrees and we also now have 3 PhD therapists, with accompanying publications and academic status.

We were honoured in this last respect by the fact that a visitor came all the way from Canada to 'brainstorm' with us about starting up a similar charity in Canada. Eve Chang - a Canadian teacher - spent three very full days with us, discussing everything from administration, funding sources, professional issues, governance, legal matters and many more. When she returned to Canada, she said that she was 'overwhelmed' by the reception she had been given. Although not in a position to implement these plans immediately, she is fully intentional on setting up a 'Canadian Centre for Arts Therapies' as soon as she is able.



**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE – Director's Report - ctd.**

Many new connections have been made during this year with organisations who are working with clients having special needs of different kinds, such as renewing our role within the Mental Health Service, developing the English as an Additional Language (EAL) project, working with Carers, those with Parkinsons Disease and those who have had a Stroke. In the pipe-line is new work starting with those in a local prison - which will be both demanding for therapists, but also offering opportunities for professional development into a new field of work. This is still at the planning stage, but we hope that we will be able to give more details in the next annual report.

The future of the Friends Institute, in which BCAT is located, continues to give rise for concern. The building itself, donated by the Cadbury family to Birmingham City Council (BCC) as a Charitable Trust, has sadly been allowed to fall behind with regard to up-keep and maintenance. In September 2016, the ancient boiler finally broke down completely - with a possible bill for replacement of £6,000. When further investigations were carried out by BCC, asbestos was discovered, which it was estimated would cost in the region of £60,000 to remove. BCC is unable to finance these repairs and considerable discussion is on-going as to the future of the building. BCAT may well have to move to another premises (yet again!). It seems unlikely that it will be feasible for BCAT to become financially involved in this situation, as repairs to the Friends would cost in the region of at least £1 million, which would be outside the remit of our Constitution to consider, even in partnership with other organisations. At the time of writing, this is an on-going concern. It was also very sad that Mary Sheehan, who had been the residential caretaker for the Friends for many years and who had been a friend to so many of us, died quite soon after retirement. We were pleased to be able to attend her funeral and will always remain grateful to her for her unstinting devotion to her work and to her support for BCAT.

Many and various successful fund-raising events have been held, nearly all organized by our Project Manager. These have ranged from concerts to car boot sales, curry events and other events carried out by students from universities and colleges. BCAT has not made so many appeals to charitable trusts this year, but this will be a first priority for the coming year. We also have been working on a major Lottery bid for extending the EAL project, as this work is crucial to many young people - and the not so young - at this time. Therapists and specialist teachers of English as an additional language have worked in partnership together, to address the very real need of immigrants and refugees in this country, trying to alleviate the traumatizing effects of the lives they have experienced in coming to this country. We are proud to be a small part in this work, which we hope we can increase during the coming year.

Because of the increasing number of Looked After Children being referred for arts therapies, BCAT has had to increase considerably the number of therapists available to work with these clients. There are now 40 qualified arts therapists working for BCAT. Therapists are all self-employed, as they also work in other organisations, but they provide a formidable wealth of expertise on which BCAT can draw, in order to provide a comprehensive service to our clients. BCAT is also beginning work with the Post Adoption Service, which is a field of work which may be expanded.

Planned for next year is a conference to be held in partnership with the Royal Society for Public Health (RSPH) and the Sydney de Hann Centre at Christ Church Canterbury. This will be a major event for BCAT, concentrating on a comparison of trainings available in the field of arts therapies and the field of arts in health. It is vital that commissioners are aware of the difference (and similarities) of the two approaches and BCAT is in an ideal situation to be able to host such a conference. We look forward to this event with great excitement, hoping that it will add to the growing wealth of knowledge concerning these two professions and be able to provide guidance for those who are considering careers in either area of work.

All this work would not have been possible without the continuing support of all our trustees, therapists, staff and volunteers. Since the year end, with the restructuring of the LACES funding and growth of BCAT generally, I am so grateful for the support of the new finance assistant, Mark Driver, whose insight and knowledge is invaluable.

Personally, I am so proud that we have come so far - weathering storms together and rejoicing in the good times we have had and services we have been able to provide. Thank you so much to everyone - not forgetting those individuals and charities which have supported BCAT financially and have helped us to achieve so much. In 2018 we celebrate our 25th. Anniversary and we are already preparing for this big event. Please do stay in contact with us and send us any ideas you may have in regard to making that year one never to be forgotten!

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE**

**Report from the Arts Therapies Departments**

Art Therapy has grown exponentially in 2016/2017. With 5 art therapists currently offering sessions via BCAT, sessions have taken place in schools across Birmingham and as far away as Nottingham. The majority of therapists have worked in some way on the BVS (Looked After Children) project and two therapists have participated in the EAL (English as an Additional Language) Pilot Project, working with children/young people who have recently migrated to the UK and are struggling with English still. The therapy is one aspect of the project, the other element being English tuition from an EAL teacher. New work is also in the pipeline with Art Therapy in a local prison in Worcestershire, which is currently being set up.

Art Therapy Experientials took place in the autumn and summer academic terms with the general public and were well received. Another is planned for autumn 2017.

3 art therapy workshops were provided on one day, to the National Grid in Solihull as part of the range of CPD offered to their employees and more work is being done to promote Art therapy in the workplace for staff.

It is an exciting time to work for BCAT with so much sessional work being offered and this is much appreciated by the therapists, all of whom work to the highest possible standards. We look forward to what will arise in the future.

**Play Therapy**

This year there has been a rise in play therapy referrals. In order to meet this growing demand BCAT has been very active in increasing the number of play therapists by contacting play therapy network groups and inviting therapists to join BCAT. As a result we have had several enquiries and it is hoped that in the near future more play therapists will be joining BCAT.

Plans under consideration include:

1. To offer 'taster courses' in play therapy to broaden the knowledge and understanding of the modality for those interested in learning more about play therapy.
2. To discuss ways of providing a permanent place and space for play therapy so that it can be offered to clients throughout the year. Currently play therapy is mainly carried out in schools which consequently means essential work is dependent on school hours and term time.

**Music Therapy**

Referrals in this department have continued steadily and work within specialized groups such as the Stroke Group, The Parkinson's Group and the DISC (for Carers) Group have expanded - on special occasions, the last group actually had 60 attenders, including helpers, which meant that the nature of the group was more that of therapeutic rather than therapy. Each of these groups has developed into occasions having a very distinctive character, which is interesting, as the underlying principles of the work remain the same.

We are very pleased that after her initial 6 months placement here as an Erasmus scholar, the Italian music therapist Anna Fazzi enjoyed working with us so much that she decided to remain here for at least another year. Welcome on board, Anna!

**Dance Movement and Drama**

There are always fewer clients referred in these media than in the others, but the work which has been undertaken is no less important, of course. We have welcomed 2 new dance movement therapists and 2 new dramatherapists during the year, largely as a result of the increase in the LACES work. It is planned to include dramatherapy in the forthcoming work in a local prison, alongside an art therapy programme. This will be both a challenge to the therapists concerned and also an opportunity for them to widen their professional expertise amongst challenging clients.

**Report from the Project Manager - Richard Mole**

During 16/17 an Arts in Health (AIH) service was established. By introducing an AIH service we have been able to diversify BCAT's activities that now covers all aspects of arts intervention in both therapy and AIH.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE**

**Report from the Project Manager - Richard Mole continued**

Primarily the Arts In Health service has been a platform that allows our volunteers to gain work experience in a community arts setting, shadowing more experienced facilitators. We have made a number of established contacts with CVS and private sector organisations who now buy in BCAT's AIH service for £25 ph. This continues to satisfy our outreach work, our Volunteer Development Programme (VDP) needs and provides a very small income stream for AIH project work.

Our two community projects, STEP ON and BCAT STARZ in Highgate have been extremely successful with STEP ON funded by and winning an Ageing Better Award for Innovation at an awards ceremony. We were engaging with local beneficiaries as well as people coming from as far as Coventry. Beneficiaries would come together to enjoy facilitated sessions in art, dance, drama and music. The two projects alone have reached over 40 adults and children. There are plans to run the projects again in Summer of 2017 with additional projects taking place at Moorfield Hall in Shard End. The projects visited the Edwardian Team Rooms, performed at a Christmas Concert and visited the Rep Theatre as part of the AIH intervention.

BCAT undertook a community summer arts project based on the BFG that visited libraries, community groups and festivals. These events gave us a unique opportunity to promote the services of BCAT, fundraise and network with many community groups. The exposure we are now receiving is paying off in terms of the increase in enquiries passing through the office. We have already seen additional referrals come through for therapists resulting from more contact in the community.

Community fundraising has been an ongoing theme. Cake sales, tombolas, quizzes, performances etc took place in order to engage volunteers, the community and build a network of support for BCAT.

BCAT was also rebranded during the year with a logo that is more modern and appealing to a new generation. This also saw the relaunch of our magazine, "artSpeak" and the production of a series of promotional material designed to increase our visibility. Social media was set up to include Twitter, a new website and Facebook. All materials now have a streamlined look and professional quality as we move forward.

Overall there has been significant development in the AIH work which is led by the Project Manager, a volunteer development worker and an outreach development worker. Going forward BCAT will strengthen its ties with the community and continually promote BCAT to a wider network.

**Report from a Student on Placement at BCAT - Melody Morris**

I began my MA training as a music therapist at the Guildhall School of Music and Drama in September 2016. In the same month, I started my first placement at BCAT. Having only just embarked on the course, I felt overwhelmed and didn't really know what to expect. On my first day, I was introduced to a number of volunteers and I was relieved that everyone was so welcoming and friendly. All of my worries about beginning my placement disappeared.

As I got to know more about the workings of BCAT, I discovered that there's a lot more going on in the background than it seems! I was so impressed by the work put in to receive funding as well as the organisation of all the therapists and volunteers, not to mention everything else.

In my first term, I observed Dr Angela Fenwick working with a young man with Autism. I also participated in a small group with a young man with cerebral palsy and his family members as well as participating in a group for people with Parkinson's Disease. I enjoyed the variety of the client groups I was engaging with and, in clinical seminars at college, I realised that I was in quite a unique placement setting. Having experience of many client groups was excellent and something I'm grateful to Angela and BCAT for.

Part way through my first term, Anna Fazzi joined the BCAT team from Italy. She joined both the small groups and I enjoyed talking through our experiences of music therapy training and getting another perspective on my own work. We found many differences between music therapy in UK and Italy in both theory and practice, but it was interesting to discuss these as well as our own ideas. I was also very grateful for her support through my work with my first individual client.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**ACHIEVEMENT AND PERFORMANCE**

**Report from a Student on Placement at BCAT - Melody Morris continued**

After one term of observation, I started work with a 16-year-old young man with Autism at Baskerville School. I was travelling there for the sessions and then back to BCAT for supervision which was quite daunting as I didn't feel ready to have my own client! It felt strange being the only therapist in the school but I felt supported by Angela and able to improve my techniques each week. Anna took over my work at the end of my 12 weeks so I felt positive that she would continue the work I had started.

Overall, my time at BCAT was informative, interesting and a lot of fun! I learned so much and was so impressed by the team's professionalism and enthusiasm, despite the lack of heating in the winter months! I would like to mention Cathy, Richard and Liz too for their fantastic work in administration. I'm grateful that I could be part of BCAT for a short time and am thankful for everyone's support during my first year of my training course.

**FUND-RAISING STRATEGY**

In common with many other Charities, BCAT needs an effective fund-raising strategy, as well as relying on income generated from therapy sessions and seminars, in order to remain solvent and ensure sustainability. A number of different avenues are explored from year to year, especially at the present time of economic down-turn.

These are under headings of:

- Appeals to Charitable Trusts
- Appeals to Businesses
- Applications to Governmental Schemes, when available
- Lottery Applications
- Fund-raising Events, lectures and seminars, and appeals on the BCAT web-site
- Personal Donations from Standing Orders, internet appeals and 'one off' gifts
- Increased use of on-line donation facilities, such as 'easy giving', 'Virgin Giving' and similar
- Web sites. These are especially useful in connection with individual fund-raising events
- Money recovered as tax rebate by Inland Revenue on Gift Aid from personal donations

Monies raised may contribute towards:

- - Subsidies towards Clients' fees (The Subsidy Grant Fund and specific Restricted Funds)
- - Capital Projects (purchase of equipment for therapy sessions, office and library equipment, etc)
- - Revenue Projects (day-to-day running expenses, salaries, perishable materials, hire of premises, etc.)
- - Research and Development as needed

Writing Bids for Grants takes considerable time, as many Trusts now require that their individual application forms are completed, rather than accepting a general appeal letter. During the year this work was being shared between various members of the BCAT team. It is reassuring to note that despite the current climate some Trusts continued to support BCAT on a repeating annual or bi-annual basis. BCAT has also welcomed visits from trustees of charitable trusts, in order to see for themselves the work that we do. We welcome these visits and thank the trustees for the time they give in supporting us.

BCAT has urged supporters to take out a Standing Order in support of its work. The necessary forms are available to prospective donors from the BCAT office or on the web-site.

We thank all those involved in Fund-raising events. Such events are always welcomed and their profiles have been emphasized on the BCAT web-site, which encourages BCAT supporters to organise their own fund-raising activities. This also means that it is not always the same people who are asked to support fund-raising events run from the BCAT office.

**FINANCIAL REVIEW**

**Reserves policy**

We have instituted a reserve policy whereby we aim to keep as reserves 10% of our annual turnover. The Reserve will be made up of funds in excess of those required for the operating costs of the organisation. We are pleased through the careful management of our operating funds and the acquisition of further funding to progress from a negative financial position to one where we are able to develop our reserves. We will be working during the coming financial year to further increase our reserves.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**FINANCIAL REVIEW**

**Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**FUTURE DEVELOPMENTS**

BCAT has a 5 year plan to deliver improvements in those areas that rest at the heart of our Charity. The 5 year plan is broken down into annual deliverables that are assigned and then measured quarterly. These areas are highlighted below:

**Service Delivery:**

It is our aim to increase the provision of our therapy service by 10% on the 2016/2017 performance. This will be achieved by identifying those sectors where we are currently under represented whilst continuing to work within those sectors where we perform well and are recognised as a reliable and robust service provider. It is planned to expand the work in prisons and re-develop work within the mental health sector.

**Education, Training and Research:**

It is proposed that in the long-term, facilities for Education, Training and Research will be extended to include Full-Time Arts Therapies Training Courses, recognised by the Health Care Professions Council (HCPC) and leading to State Registration for those completing the Course, in conjunction with a local University. This will be supported by the setting up of Foundation (Experiential) Courses, Seminars and Research facilities. The current Library will be up-graded and extended. Facilities will be continued for student placements, both from the UK and from abroad.

The ultimate aim is that BCAT will extend its Research programme, to include further individual therapists achieving levels of MPhil and PhD studies. It is proposed to extend contributions to Journals and publications of worth, both at home and abroad. BCAT will extend its collation of "Evidence Based Practice" and justification for its methods, based on proved methods of evaluation.

The above aims will be broken down into annual deliverables and monitored regularly to ensure progress is maintained.

**Policies and Procedures:**

In the forth-coming year, there will be an up-dating of BCAT's Policies and Procedures, in line with current legislation and present location.

**New Staffing Levels:**

At BCAT we continually review our organisational structure ensuring that it is fit for both the purpose of our current operation and also our future plans. It is our aim to train and develop individuals within our organisation to meet our future needs both in operational and legislative terms. Where our talent pool requires development we are not adverse to recruiting suitably qualified individuals that share our passion for the work we undertake.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**Project Outcomes:**

The work of BCAT has a multi-dimensional impact by virtue of the variability of coverage and interests covered. For example, it has healthy living, educational, well-being, indeed holistic impact on the service-users across the board. In recent evaluation studies of the service offered, 89% of carers and their clients indicated satisfaction within varying statistically measured outcomes. These outcomes are supported by the noticeable improvements of the clients' awareness of, and participation in, their environments. This is particularly so in cases of dementia, autism and learning disability conditions.

Evidence to date supports the view that any further development of the unique nature of the current project, with its two-fold aims of service provision to clients and the wide educational aspects, will form a basis for innovation and far-reaching work in the field of Arts Therapies and Arts in Health, both at home in the West Midlands, within the UK and abroad.

BCAT is the only organisation in the region offering access to the four arts therapies and play therapy in this manner. The potential for BCAT in the future - with support from those who are in accord with its purposes - is immense.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document and charity constitution**

The charity is a Charitable Company, Limited by Guarantee. It was opened September 1993, registered as a Charity in December 1993 and became a Company Limited by Guarantee in January 2005.

**Recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purposes of charity law. They, together with the Charity Director (Company Secretary), the five Heads of Arts Therapies Departments, other post holders and various volunteers, form the Board of Management.

Trustees and Board Members are recruited from persons showing an interest in the work of the Charity, who are willing on a voluntary basis to offer time to assist in the running of the Charity's affairs. They are also chosen to bring personal and professional skills to the Board. Specific areas of responsibility within the Charity are detailed on p.3 of this Report. Two members of the current Board are Service Users. If a particular skill is needed within the Charity on a short-term basis, then a suitable person may be co-opted to the Board as appropriate, especially within the fields of fund-raising and capacity building for BCAT.

**Organisational structure**

BCAT has 6 Patrons (as listed above) who have expressed an interest in the work of the Charity and who have given permission for their name to be used in support of the Charity. These Patrons do not attend Board meetings, but offer advice and support and attend functions as often as their personal commitments allow. Patrons are invited to their posts either to represent the different Arts and their relation to therapy, or they may hold legal or local government status. BCAT is proud of its Patrons, who have offered both practical and moral support throughout its period of operation.

BCAT has a current Board of Management of 13 members. This includes the Director of BCAT; 5 members representing various aspects of governance (see above), 2 Service Users who are also volunteer representatives and 5 Professional Arts Therapies Heads of Department. The Board meets quarterly (or more often if necessary). In addition, Trustees attend Board Meetings at their discretion.

A scheme of delegation is in place, in that all arts therapies professional issues are referred to the Heads of Departments. The Director (Company Secretary) is responsible for the day to day running of the administrative work of the Charity, supported by the Project Manager, other members of the Board in varying capacities and a number of volunteers (two of whom are Board members); the Treasurer is responsible for financial management, supported by the other trustees and members of the Board. Fund-raising is divided into Appeals to Charitable Trusts, Events Fund-raising and applications to other sources of income such as corporate giving or Governmental schemes. Volunteers assist the main workers in these areas. The Library and Databases are maintained by the Project Manager and volunteers who serve on the Board in a voluntary capacity. All office holders provide reports for the Board meetings.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Induction and training of new trustees**

At the time of appointment to the Board, most Trustees and Board members are familiar with the practical work of the Charity, either through personal experience of the services or by having an induction session with the Director. New Trustees are given the relevant Charity Commission booklets concerning their role and responsibility as Trustees. BCAT is a member of the Midlands Charity Trustees Forum and as such, Trustees are invited to participate in

In-Service training sessions held by the Forum.

**Wider Network and Related parties**

All arts therapists are members of their individual Arts Therapies and/or Professional Associations and are guided by their Codes of Ethics and Procedures, on which those of BCAT are also based. Art, Drama and Music therapists are members of the Health Care Professions Council (HCPC) and meet with this organisation's requirements for full State Registration. Apart from this, BCAT is not itself registered within any Statutory Body such as the National Health Service, Education Authority or Social Services, although some clients receiving services from BCAT may be funded by these authorities.

BCAT maintains a policy of co-operation with a number of Governmental Departments and Associations related to its work, such as the Office of the Third Sector, Birmingham & Solihull Mental Health NHS Trust, Birmingham Education Authority, Autism West Midlands, Birmingham Voluntary Service Council, Regional Action West Midlands, the Birmingham Virtual School (BVS - Looked after Children), the various arts therapies professional associations and other organisations related to its work. In order to enhance research and provide placements for students in graduate / post-graduate training, BCAT maintains relationships with a number of other universities and organisations, both at home and abroad, in Germany, the Czech Republic, Hungary, Poland, Italy, Canada and Spain. Placements of 6 months duration for graduates supported by the Leonardo da Vinci Lifelong Learning programme and Erasmus are hosted by BCAT, as well as placements for students from UK Arts Therapies Training Courses. National and local legislation is studied as far as possible, to support the work and strategies of the Charity, together with openings for prospective funding.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Management Committee draws up policies for Risk Assessment for employees and clients, Health and Safety and Quality Assurance, in line with legal and City of Birmingham requirements, guided by Ellis Whittam Solicitors and volunteers with legal / financial expertise. All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity and of the law.

**Report of the Trustees  
for the Year Ended 31 March 2017**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
05347772 (England and Wales)

**Registered Charity number**  
1051578

**Registered office**  
Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

**Trustees**  
P Cornell  
Dr J Clarke  
Ms L Scott  
J Parkes

The above Trustees are also Directors of the company.

**Company Secretary**  
Dr. A M Fenwick

**Independent examiner**  
Locke Williams Associates LLP  
Chartered Accountants  
Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

**Patrons**  
Prof. George Caird FRSA; Lord Hunt of Kings Heath; Prof. Dhruva Mistry; Sir Simon Rattle CBE;  
The Rt. Revd. David Urquhart; Rudolph Walker

**Board of management**  
Director Angela Fenwick  
Treasurer Peter Cornell

**Members**

Bob Powell (IT Advisor and Webmaster); Mark Driver (Fund-raiser, Secretary to Trustees); Richard Mole (Project Manager); Margaret Candlish (Service User Representative); Philip King (Service User Representative); Sarah Dyble (Volunteer Arts in Heath); Terry Brathwaite (Head of Dance Movement Therapy); Julie Buxton (Head of Art Therapy); Mandy Gutsell (Head of Dramatherapy); Gordon Thornett (Head of Music Therapy); Denise Barratt (Head of Play Therapy)



**Report of the Trustees  
for the Year Ended 31 March 2017**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

HSBC  
96 High Street  
Kings Heath  
Birmingham  
B14 7LD

**Solicitors**

Shakespeare Putman  
Britannia House  
50 Great Charles Street  
Birmingham  
B3 2LT

Ellis Whittam & Partners LLP  
Woodhouse  
Church Lane  
Aldford  
Chester  
CH3 6DJ

**GRANTS AND DONATIONS HAVE BEEN GENEROUSLY DONATED DURING 2016-2017 BY:**

Baron Davenport's Charity  
Birmingham & District Nursing Charitable Trust  
Birmingham Hospital Saturday Fund  
The Douglas Turner Trust  
The Edward & Dorothy Cadbury Trust  
The John Avins Trust  
The Keith & Joan Mendlesohn Charitable Trust  
Miss J B Albright's Grimley Charity  
The Sir Jules Thorn Charitable Trust  
Dr. Sarah Guy  
Malcolm Candlish  
Mark Roche  
Oliver & Meryl Nee  
Michael Carey  
Pete Linforth

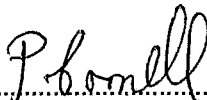
Being Grateful Foundation  
The Cole Charitable Trust  
The Dumbrek Charity  
Grantham Yorke Trust  
The Joseph Hopkins Charity  
The Margaret Guido Charitable Trust  
The Roughley Trust  
The W.E.D. Charitable Trust  
William A Cadbury Charitable Trust  
Lord Philip Hunt  
Ize Mason  
Dr. John King  
Juliet Guest Angela Cattanach-Chell  
Paula & Rob Withrington

Fund-raising Events organised by friends and members of BCAT

**FINAL MESSAGE OF THANKS FROM BCAT**

To the list of trusts and personal financial donors above must be added, of course, recognition of all those who, by freely giving their time, expertise, advice and support, Have helped BCAT extend its work during this year. Without the assistance of all these people, BCAT could not continue to offer its services to such a wide and increasing range of people. We also wish to thank our clients, from whom we learn so much about life. They give us the inspiration for our work and the confidence to continue.

Approved by order of the board of trustees on 20/12/17 and signed on its behalf by:

  
.....  
Trustee

P. CORNELL

**Independent Examiner's Report to the Trustees of  
Birmingham Centre For Arts Therapies (Registered number: 05347772)**

I report on the accounts for the year ended 31 March 2017 set out on pages eighteen to twenty seven.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.



TRUSTED ACCOUNTING SOLUTIONS



**ICAEW  
CHARTERED  
ACCOUNTANTS**

Registered number: OC350146  
Registered in England.  
Katrina Williams FCA CTA TEP  
**Page 16**

Locke Williams Associates LLP  
Blackthorn House, St Pauls Square  
Birmingham B3 1RL T: 0121 262 3980

**Independent Examiner's Report to the Trustees of  
Birmingham Centre For Arts Therapies (Registered number: 05347772)**

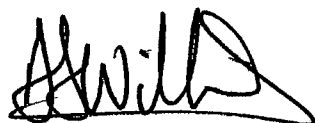
**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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)

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Williams ACA FCCA  
Institute of Chartered Accountants in England and Wales  
Locke Williams Associates LLP  
Chartered Accountants  
Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

Date: 20/12/17



TRUSTED ACCOUNTING SOLUTIONS



ICAEW  
CHARTERED  
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Registered in England.  
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Page 17

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Blackthorn House, St Pauls Square  
Birmingham B3 1RL T: 0121 262 3980

**Birmingham Centre For Arts Therapies**

**Statement of Financial Activities  
for the Year Ended 31 March 2017**

		Unrestricted fund £	Restricted funds £	31.3.17 Total funds £	31.3.16 Total funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	18,531	37,615	56,146	41,859
<b>Charitable activities</b>	3				
Therapy		<u>42,147</u>	<u>26,076</u>	<u>68,223</u>	<u>59,061</u>
<b>Total</b>		<b>60,678</b>	<b>63,691</b>	<b>124,369</b>	<b>100,920</b>
 <b>EXPENDITURE ON</b>					
Raising funds		-	-	-	400
<b>Charitable activities</b>	4				
Therapy		<u>42,240</u>	<u>61,082</u>	<u>103,322</u>	<u>76,831</u>
<b>Total</b>		<b>42,240</b>	<b>61,082</b>	<b>103,322</b>	<b>77,231</b>
 <b>NET INCOME</b>		<b>18,438</b>	<b>2,609</b>	<b>21,047</b>	<b>23,689</b>
 <b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>10,316</u>	<u>23,905</u>	<u>34,221</u>	<u>10,532</u>
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>28,754</u></b>	<b><u>26,514</u></b>	<b><u>55,268</u></b>	<b><u>34,221</u></b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**Birmingham Centre For Arts Therapies (Registered number: 05347772)**

**Balance Sheet  
At 31 March 2017**

	Notes	31.3.17 £	31.3.16 £
<b>FIXED ASSETS</b>			
Tangible assets	9	1,277	1,702
<b>CURRENT ASSETS</b>			
Debtors	10	50,259	9,724
Cash at bank		<u>46,915</u>	<u>34,689</u>
		97,174	44,413
<b>CREDITORS</b>			
Amounts falling due within one year	11	(43,183)	(11,894)
<b>NET CURRENT ASSETS</b>		<u>53,991</u>	<u>32,519</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>55,268</u>	<u>34,221</u>
<b>NET ASSETS</b>		<u>55,268</u>	<u>34,221</u>
<b>FUNDS</b>	13		
Unrestricted funds		28,755	10,316
Restricted funds		<u>26,513</u>	<u>23,905</u>
<b>TOTAL FUNDS</b>		<u>55,268</u>	<u>34,221</u>

The notes form part of these financial statements

**Balance Sheet - continued**  
**At 31 March 2017**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 20/12/17 and were signed on its behalf by:

P. Bonell  
Trustee

R. CORNELL

## **Birmingham Centre For Arts Therapies**

### **Notes to the Financial Statements for the Year Ended 31 March 2017**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing.

No amount is included in the financial statements for volunteer time in line with the Charities SORP (FRS 102).

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Allocation and apportionment of costs**

Expenditure on charitable activities includes:

- Direct costs being directly related therapists fees and travel costs incurred in the performance of the therapy programmes
- Support costs, being those costs that assist the work of the charity but do not directly represent charitable activities and include office premises costs, administrative support costs and governance costs. They are incurred directly in support of expenditure on the objects of the charity.

Where costs can not be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment and furniture                      - 25% on reducing balance

The costs of minor additions or those costing below £500 are not capitalised.

# Birmingham Centre For Arts Therapies

## Notes to the Financial Statements - continued for the Year Ended 31 March 2017

### 1. ACCOUNTING POLICIES - continued

#### Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### 2. DONATIONS AND LEGACIES

	31.3.17	31.3.16
	£	£
Donations	56,146	41,415
Sundry income	-	444
	<u>56,146</u>	<u>41,859</u>

### 3. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.17	31.3.16
		£	£
Therapists sessional fees	Therapy	66,263	54,174
Experimentals	Therapy	1,960	4,887
		<u>68,223</u>	<u>59,061</u>

### 4. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 5)	Totals
	£	£	£
Therapy	<u>71,101</u>	<u>32,221</u>	<u>103,322</u>

### 5. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Therapy	<u>30,155</u>	<u>2,066</u>	<u>32,221</u>

Support costs, included in the above, are as follows:



**Birmingham Centre For Arts Therapies**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2017**

**5. SUPPORT COSTS - continued**

**Management**

	<b>31.3.17</b>	31.3.16
	<b>Therapy</b>	Total
	<b>£</b>	activities
Administration	<b>11,050</b>	8,331
Meetings	<b>901</b>	748
Print and stationery	<b>657</b>	632
Communication	<b>108</b>	1,105
Repairs & renewals	<b>753</b>	245
Rent & room hire	<b>13,231</b>	17,641
Miscellaneous	<b>3,029</b>	778
Depreciation of tangible and heritage assets	<b>426</b>	35
	<b><u>30,155</u></b>	<b><u>29,515</u></b>

**Governance costs**

	<b>31.3.17</b>	31.3.16
	<b>Therapy</b>	Total
	<b>£</b>	activities
Accountancy and legal fees	<b><u>2,066</u></b>	<b><u>1,800</u></b>

**6. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>31.3.17</b>	31.3.16
	<b>£</b>	£
Depreciation - owned assets	<b><u>425</u></b>	<b><u>36</u></b>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	<b>Unrestricted fund</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	<b>31,167</b>	<b>10,692</b>	41,859
<b>Charitable activities</b>			
Therapy	<b><u>33,785</u></b>	<b><u>25,276</u></b>	<b><u>59,061</u></b>
<b>Total</b>	<b>64,952</b>	<b>35,968</b>	100,920

**Birmingham Centre For Arts Therapies**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2017**

<b>8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued</b>			
	<b>Unrestricted fund £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>
<b>EXPENDITURE ON</b>			
Raising funds	400	-	400
<b>Charitable activities</b>			
Therapy	<u>49,399</u>	<u>27,432</u>	<u>76,831</u>
<b>Total</b>	<u>49,799</u>	<u>27,432</u>	<u>77,231</u>
<b>NET INCOME</b>	15,153	8,536	23,689
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>(4,838)</u>	<u>15,370</u>	<u>10,532</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>10,315</u></u>	<u><u>23,906</u></u>	<u><u>34,221</u></u>
<b>9. TANGIBLE FIXED ASSETS</b>			
			<b>Office equipment and furniture £</b>
<b>COST</b>			
At 1 April 2016 and 31 March 2017			<u><u>6,082</u></u>
<b>DEPRECIATION</b>			
At 1 April 2016			4,380
Charge for year			<u>425</u>
At 31 March 2017			<u><u>4,805</u></u>
<b>NET BOOK VALUE</b>			
At 31 March 2017			<u><u>1,277</u></u>
At 31 March 2016			<u><u>1,702</u></u>
<b>10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	<b>31.3.17</b>	<b>31.3.16</b>	
	<b>£</b>	<b>£</b>	
Clients sessional fees	46,615	6,122	
Other debtors	2,830	2,830	
Prepayments and accrued income	<u>814</u>	<u>772</u>	
	<u><u>50,259</u></u>	<u><u>9,724</u></u>	

**Birmingham Centre For Arts Therapies**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2017**

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.17	31.3.16
	£	£
Accruals and deferred income	<u>43,183</u>	<u>11,894</u>

Deferred income comprises grants and awards invoiced or received for future therapy. Income deferred in the current year is as follows:

Deferred income at 1 April 2016	-
Income received and deferred	<u>30,000</u>
Deferred income at 31 March 2017	<u>30,000</u>

The above income was not received at 31 March 2017 and is included within debtors.

**12. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted fund	Restricted funds	31.3.17 Total funds	31.3.16 Total funds
	£	£	£	£
Fixed assets	1,277	-	1,277	1,702
Current assets	70,661	26,513	97,174	44,413
Current liabilities	<u>(43,183)</u>	<u>-</u>	<u>(43,183)</u>	<u>(11,894)</u>
	<u>28,755</u>	<u>26,513</u>	<u>55,268</u>	<u>34,221</u>

# Birmingham Centre For Arts Therapies

## Notes to the Financial Statements - continued for the Year Ended 31 March 2017

### 13. MOVEMENT IN FUNDS

	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
<b>Unrestricted funds</b>			
General fund	10,316	18,439	28,755
<b>Restricted funds</b>			
Child Development	1,884	98	1,982
Day Centres combined	998	-	998
Adult Subsidy	(43)	1,924	1,881
Turning Point	390	-	390
Breaking the Silence	1,029	2,000	3,029
Brainstorm	224	-	224
Birmingham & District Nursing	2,592	2,585	5,177
Aston Cluster	800	-	800
Bumble Bees	219	(15)	204
Elderly Clients' (previously known as the Residential Homes Combined Fund)	6,242	(2,205)	4,037
Arts in Health	656	-	656
Laces Main Commission	8,914	(9,078)	(164)
EAL (English as an Alternative Language)	-	7,299	7,299
	23,905	2,608	26,513
<b>TOTAL FUNDS</b>	<u>34,221</u>	<u>21,047</u>	<u>55,268</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	60,678	(42,239)	18,439
<b>Restricted funds</b>			
Child Development	2,505	(2,407)	98
Adult Subsidy	16,989	(15,065)	1,924
Breaking the Silence	2,000	-	2,000
Birmingham & District Nursing	5,000	(2,415)	2,585
Bumble Bees	1,749	(1,764)	(15)
Elderly Clients' (previously known as the Residential Homes Combined Fund)	1,000	(3,205)	(2,205)
Laces Main Commission	24,827	(33,905)	(9,078)
EAL (English as an Alternative Language)	9,621	(2,322)	7,299
	63,691	(61,083)	2,608
<b>TOTAL FUNDS</b>	<u>124,369</u>	<u>(103,322)</u>	<u>21,047</u>

## **Birmingham Centre For Arts Therapies**

### **Notes to the Financial Statements - continued for the Year Ended 31 March 2017**

#### **13. MOVEMENT IN FUNDS - continued**

##### **RESTRICTED FUNDS - General**

General Restricted Funds are those which relate to a specific range of clients who may have a variety of needs:

##### **CHILD DEVELOPMENT FUND**

This is a general fund for the purpose of offering subsidies to child / young person clients (up to 25yrs. of age), who are not able to pay the full fees for therapy sessions.

##### **ADULT SUBSIDY GRANT FUND**

This fund exists to enable any adult clients (over 25 yrs. of age) to be offered subsidies towards the cost of therapy sessions.

##### **DAY CENTRES COMBINED FUND**

There has been no activity in this category this year, owing to changes of City Policy with regard to Day Centres.

##### **ELDERLY CLIENTS' FUND (previously known as the Residential Homes Combined Fund)**

Work has expanded in this category to include clients with dementia, those who have had a stroke, those suffering from Parkinson's Disease and named individual elderly clients.

##### **ARTS IN HEALTH FUND**

The Arts Therapies Working Group - this group was originally established to provide therapeutic rather than therapy sessions and has not met or organised any activities during the year. However, during the year, our new project manager continued this aspect of BCAT's work as part of the general work under the Arts In Health banner. It is our intention to close the Working Group during the 2017/18 year and the funds will be put towards specific AIH projects to ensure that the funds are spent in line with the restrictions. These therapeutic sessions are in less formal settings and offer opportunities for leaders who may not wish to train as arts therapists to participate in assisting those with special needs or to find out if this is an area of work they would be interested in pursuing further.

##### **RESTRICTED FUNDS - Specific Projects**

Specific Restricted Funds are for monies donated for a specific Project and not for general allocation, i.e.

##### **"BUMBLE-BEES" PROJECT**

The money for this fund was originally donated by the Michael Crawford Fund and the Birmingham Hospital Saturday Fund. It has been continued for Dance Movement Therapy with a specific group of clients. Clients' parents donate to the cost of sessions.

##### **BIRMINGHAM & DISTRICT NURSING CHARITABLE TRUST**

This money facilitates work specifically with mental health clients, both within day hospitals and as in-patients.

##### **LACES FUND**

This highly successful fund providing arts therapies specifically for young people in care (foster homes), is funded by Birmingham City Council through the Looked After Children's Education Service (now known as Birmingham Virtual School). More than 100 young people have been referred since the start of the programme.

##### **"BREAKING THE SILENCE" PROJECT - FOR CLIENTS FROM ETHNIC MINORITIES**

The original grant, obtained from the "Arts for All" Lottery Fund, was used by December 2012. Money is allocated to clients of all ages from ethnic minority backgrounds, but has not been used during the current year.

##### **THE EAL PROJECT (English as an Alternative Language)**

## **Birmingham Centre For Arts Therapies**

### **Notes to the Financial Statements - continued for the Year Ended 31 March 2017**

#### **13. MOVEMENT IN FUNDS - continued**

This is a new project designed to assist child refugees and migrants who arrive in this country with little or no ability to speak English (Levels 'A' or 'B' on the DfE English Proficiency scales). These clients often have severe trauma from personal experiences through which they have passed. Funding obtained through a Lottery application is being used firstly to assist clients to communicate through the arts in therapy and become more 'at home' in this country and understand their reactions to life trauma. These sessions are then followed by English language teaching sessions.

RESTRICTED FUNDS - Currently Dormant

ASTON CLUSTER  
BRAINSTORM FUND  
SALTLEY EXTENDED SCHOOLS PROJECT  
"BORDER BUSTERS" PROJECT  
KING'S NORTON CLUSTER (ST. PAUL'S SCHOOL)  
HODGE HILL PROJECT

There has been no activity in these schools during the current financial year, so the funds have been closed, but would be available if work in these specific areas of Birmingham were to be re-commenced.

#### **RESEARCH & DEVELOPMENT FUND**

The aims of this fund are:

1. To continue to support Research work carried out by BCAT.
2. To enable BCAT team members to have access to funding which contributes towards their Continuing Professional Development.

It is hoped that this fund will be re-opened during the next financial year (2017-2018), when a national conference entitled: "Creative Arts Therapies and Arts In Health: Current Training Provisions and Future Challenges" will be held in partnership with The Royal Society for the Promotion of Health (RSPH) and the Sydney de Haan Centre at Christ Church Canterbury University.

#### **"TURNING POINT" PROJECT**

This project started as a pilot project with clients in rehabilitation for drug using. Initial money was obtained from the Woodlands Trust, preparing the way for a possible larger project in the future, facilitated by an application for Lottery Funding. During 2016-2017 no work was undertaken in this area.

#### **SENSE FUND**

This is a general fund available to clients of any age, who may be suffering from Sensory Impairments and/or severe Learning Difficulties. At the moment there is no specific work undertaken in this area.

#### **14. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2017.

**Birmingham Centre For Arts Therapies**  
**Detailed Statement of Financial Activities**  
**for the Year Ended 31 March 2017**

	31.3.17 £	31.3.16 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	56,146	41,415
Sundry income	<u>-</u>	<u>444</u>
	<b>56,146</b>	<b>41,859</b>
<b>Charitable activities</b>		
Therapists sessional fees	66,263	54,174
Experimentals	<u>1,960</u>	<u>4,887</u>
	<u><b>68,223</b></u>	<u><b>59,061</b></u>
<b>Total incoming resources</b>	<b>124,369</b>	<b>100,920</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Fundraiser fees	-	400
<b>Charitable activities</b>		
Therapists' fees	65,929	44,152
Travel	713	619
Insurance	972	745
Courses and workshops	<u>3,487</u>	<u>-</u>
	<b>71,101</b>	<b>45,516</b>
<b>Support costs</b>		
<b>Management</b>		
Administration	11,050	8,331
Meetings	901	748
Print and stationery	657	632
Communication	108	1,105
Repairs & renewals	753	245
Rent & room hire	13,231	17,641
Miscellaneous	3,029	778
Fixtures and fittings	<u>426</u>	<u>35</u>
	<b>30,155</b>	<b>29,515</b>
<b>Governance costs</b>		
Accountancy and legal fees	<u>2,066</u>	<u>1,800</u>
<b>Total resources expended</b>	<b>103,322</b>	<b>77,231</b>
<b>Net income</b>	<u><b>21,047</b></u>	<u><b>23,689</b></u>

This page does not form part of the statutory financial statements

