



*Irish Association for Counselling and Psychotherapy*

# **Annual Report** | **2020**

**and Financial Statements**

## **Annual Report and Financial Statements**

For the period ended 30th June 2020

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# Annual Report and Financial Statements

For the period ended 30th June 2020


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A large group of people, mostly women, are gathered together, many holding up white certificates or diplomas. The image is overlaid with a semi-transparent blue filter. The text is centered and reads: 

**Our Purpose:**  
Members working  
together to achieve  
excellence in  
practice, career  
development and  
wider awareness  
of the value of  
Professional  
Counselling and  
Psychotherapy

# Message from the Cathaoirleach and Chief Executive Officer

Ray Henry and Lisa Molloy

We are pleased to  
present to you, the  
Board of Directors'  
Report and Financial  
Statements for  
2019/2020.

This year has been a year of unprecedented proportions. The COVID-19 Pandemic swept the world and affected us all and the way that we work.

We would like to take the opportunity to acknowledge the hard work and the dedication of our board of directors. We would also like to commend the professionalism and adaptability of our staff and volunteers who mobilised so readily to operating on-line during the restrictions.

We continued in our aim to raise the profile of the IACP and increase public awareness. We spent the first quarter of 2020 preparing for the launch of our Look After Yourself Campaign. The campaign aimed to empower and encourage young men to seek counselling. The campaign's launch featured the unveiling of a wonderful mural by renowned street artist Joe Caslin. The campaign was very successful and received a high level of media attention. The aim was to direct young men to seek the services of our members.

Other media successes have included the regular featuring of IACP members on regional radio stations throughout the country. The IACP continues to feature in media at a national level, and we have an active media presence in both national print and radio. We continue to remain active on social media, and it has become an

excellent tool for us to communicate with our members and the public.

In October 2019, IACP Co-hosted - along with the British Association for Counselling and Psychotherapy (BACP) and the American Counseling Association (ACA) - an international social justice conference. Let The Voices Be Heard was the product of 3 years of collaborative work between the organisations, and was a great success and means for members of all organisations to meet with each other and exchange experiences.

In February 2020, with word of a General Election ever-present, we published our General Election Manifesto as part of our first General Election Campaign. The campaign asked prospective and incumbent TDs to commit to prioritising counselling and psychotherapy. We received a positive response from many candidates, with clear support for the aims of the IACP. We must thank all members who participated in this campaign by contacting their local candidates. This engagement was a great display of our strength as an organisation and shows what can be achieved when we work together.

In March, the COVID-19 Pandemic hit Ireland. The Government decided to put the entire country under tight restrictions. The IACP like multiple other organisations had to close our

physical office and move our staff to working remotely. We must acknowledge the flexibility and resilience of our staff as we - moved our office online effectively overnight. Equally thanks must go to all of our committees who adapted rapidly to holding their meetings online. We're so grateful to our members for their patience during this time of transition. This was also a time of sudden transition and significant change for our members who also had to adapt at very short notice to the move to on-line/telephone sessions. It was decided in the interest of health and safety to postpone all physical IACP events during this period, and we rapidly moved to provide CPD opportunities to members via our online portal. In addition, many of our regional committees hosted regional events online. We want to thank not only the Regional Committees for rising to the challenge in organising these online events but also Séamus Sheedy, our Regional Director. Séamus continues to provide sterling support for the regional committees, and he acts as an important link between the regions and the Board of Directors. These events have not only provided access to CPD opportunities but they also continue to be a space where

our members can share their experience and support each other professionally.

In June 2020, James Browne TD - Fianna Fáil Spokesperson for Mental Health - approached us to submit our proposals for counselling supports in schools for Fianna Fáil's programme for Government. We were honoured by the invitation to make this submission. This invitation is a testament to the considerable work and effort that has been expended in profile-raising and relationship building with elected officials that we have assertively pursued in the previous year.

We both hope you enjoy the AGM, and we also hope to be able to meet and engage with you in person in the coming year.

Kind regards,



**Mr Ray Henry**  
Cathaoirleach

**Ms. Lisa Molloy**  
Chief Executive Officer



### Message from Ray Henry

I want to thank you, the members, for the opportunity to be your Cathaoirleach for the past 3 years. It has been a great honour for me and a pleasure to work with such a dedicated board of directors, CEO and staff. The Covid-19 situation has unfortunately, significantly reduced my opportunity to meet with many of you, as would normally be the case through regional events over the year. Hopefully, we will get an opportunity at some other time in the near future to make up for the missed events. In the meantime, I hope you and your families stay safe and that we all emerge safely and successfully from this pandemic. All of us will continue to be needed as counselling and psychotherapy are essential elements of the recovery plan for the nation.



### Message from Lisa Molloy

I would like to express my sincere thanks to Ray Henry, Cathaoirleach for his inspired leadership over the past 3 years; it has been a genuine pleasure working alongside him. I would also like to express my appreciation to the members of the board of directors, our committee members at both regional and central level and other volunteers for their unwavering commitment and for the tireless work they do for the benefit of members. I am privileged to work alongside a fantastic staff team at the IACP, whose drive and dedication has helped to position our organisation as a leading professional development body in Ireland. I want to thank you all for your hard work and I look forward to working with you all as we build on our success. So many of our members show extraordinary dedication to this organisation and it is my absolute pleasure to serve with this community of professionals who are committed to delivering quality counselling and psychotherapy supports.



## IACP Research at a Glance

# COVID-19 GENERAL PUBLIC MINI-SURVEY APRIL 2020

## IRISH ADULTS AND THEIR MENTAL HEALTH DURING LOCKDOWN

### UNDER 25S

EXPERIENCED MOST STRESS, ANXIETY AND LONELINESS DURING  
LOCKDOWN COMPARED TO OTHER ADULT AGE COHORTS – WITH  
SIGNIFICANT INCREASES FROM THE PREVIOUS YEAR:

- **45%** FELT 'OFTEN STRESSED' – COMPARED WITH **8%** IN 2019
- **42%** FELT 'OFTEN ANXIOUS' – COMPARED WITH **7%** IN 2019
- **34%** FELT 'OFTEN LONELY' – COMPARED WITH **2%** IN 2019

### GENERAL ADULT POPULATION

- **25%** FELT 'OFTEN STRESSED' – COMPARED WITH **11%** IN 2019
- **27%** FELT 'OFTEN ANXIOUS' – COMPARED WITH **8%** IN 2019
- **16%** FELT 'OFTEN LONELY' – COMPARED WITH **4%** IN 2019

### OVERALL

**2 in 3 Irish Adults**  
HAD FELT STRESSED OR ANXIOUS  
IN THE PREVIOUS 2 WEEKS DURING LOCKDOWN  
– AT LEAST SOME OF THE TIME

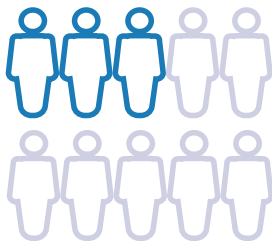


## COVID-19 IACP MEMBER SURVEY – JULY 2020

### STRESS & ANXIETY

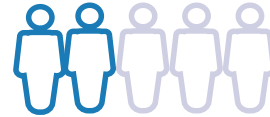


**MORE CLIENTS ARE  
PRESENTING WITH ANXIETY  
70%  
AND STRESS / PANIC  
62%  
THAN USUAL**



**3 in 10 (31%)**  
SAY CLIENTS ARE RAISING  
ISSUES TO DO WITH COVID-19  
A GREAT DEAL.  
TOP ISSUES: ANXIETY,  
LONELINESS, RELATIONSHIPS  
AND WORK

### SUPERVISION



**2 in 5 (38%)**  
SAY SUPERVISION HAS  
BEEN OF MORE IMPORTANCE  
DURING COVID-19,  
46% FEEL IT HAS BEEN OF  
SAME IMPORTANCE AS  
ALWAYS, 8% SAY IT HAS BEEN  
OF LESS IMPORTANCE

### TRAINING/CPD



THERE IS AN APPETITE  
FOR FURTHER TRAINING  
/CPD OPPORTUNITIES  
FROM THE IACP

### FACE TO FACE

**45%**

HAVE RETURNED TO  
FACE TO FACE CLIENT  
WORK. FOR THOSE  
WHO HAVE NOT

**63%**

BELIEVE THEY WILL  
DO SO WITHIN NEXT 3  
MONTHS

**20%**

REMAIN UNSURE

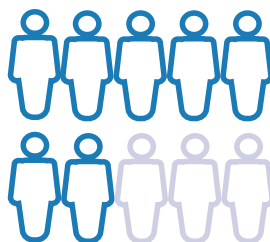
### IACP RESOURCE



**4 in 5 (78%)**  
HAVE USED AN  
IACP RESOURCE  
FOR WORKING ONLINE

### ONLINE

AN INCREASE FROM 3% TO 70% SINCE COVID-19 OF  
THOSE PROVIDING COUNSELLING/PSYCHOTHERAPY  
MOSTLY ONLINE.



**7 in 10 (74%)**  
ARE SATISFIED WITH  
WORKING ONLINE



**TOP LEARNING  
FROM COVID-19**  
THAT WORKING  
ONLINE CAN  
BE POSITIVE

## IACP By Numbers



**1.8K**  
Followers  
on Twitter



**3.3K FANS**  
ON FACEBOOK



**2.4K**  
Followers  
on LinkedIn



**859**  
Followers  
on Instagram



**130**  
Volunteer Members

GIVE THEIR TIME FREELY TO  
BENEFIT THE IACP



**2,399**  
Re-Accreditation  
APPLICATIONS COMPLETED



**273**  
Members

WERE APPROVED FOR  
FULL ACCREDITED STATUS



**65**  
Supervisors  
WERE ACCREDITED



## **IACP Staff** Employed Between July 1st 2019 - June 30th 2020



**Lisa Molloy**  
Chief Executive Officer



**Martin Ryan**  
Finance Manager



**Carol Murray**  
Operations Manager



**Iwona Blasi**  
Innovation & Development  
Manager



**Sandra Matthews**  
Member Care



**Liz Gannon**  
Workshop & Operations  
Administrator



**Deirdre Browne**  
Member Care



**Geraldine Haskins**  
Administration &  
Finance Officer



**Stephen Kelly**  
Accreditation Supervisor  
& Data Protection Officer



**Jackie O'Donovan**  
Accreditation Officer



**Ellen Kelly**  
Research & Education Officer



**Emma Gribben**  
Accreditation Officer



**Hugh O'Donoghue**  
Communications & Media  
Officer



**Hannah Garland**  
Executive Administrator



*Irish Association for Counselling and Psychotherapy*

A photograph of a man standing and speaking into a microphone to a group of people seated in a room. The image is overlaid with a semi-transparent blue filter. The man is on the right, wearing a light-colored shirt and trousers, holding a microphone and a clipboard. The audience is on the left, with several people visible, including a man in a dark suit in the foreground. The background shows a room with a curved wall and some equipment.

**Our vision:**

**Where Counselling  
and Psychotherapy  
are an integral part of  
healthcare provision**

# **IACP Annual General Meeting Saturday 5th December 2020**

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## **Agenda**

<b>9:15 - 10:00</b>	Registration
<b>10:00 - 12:00</b>	<b>IACP AGM</b> Opening Minutes of AGM 2019 Company Reports Q&A Elections Motions

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## IACP AGM 2020 – Voting

Please familiarise yourself with all proposed Motions. Motions and Nominations for the Board of Directors will not be accepted off the floor on the day of the AGM. The deadline for written proposals for Motions and Nominations for the Board of Directors was the 7th October 2020.

### Voting on the Day:

Voting shall be restricted to Members, who have been deemed to be accredited and pre-accredited by the Company and who have paid the annual membership subscriptions laid down from time to time by the Board of Directors\*.

### Proxy Voting:

Proxy voting may be used for voting on Elections and for voting on Motions.

*\*As only paid-up Accredited and Pre-Accredited Members can vote, we would remind you that your annual subscription (if you haven't paid already), must be paid before the AGM.*

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## IACP AGM 2020 – Motions

**Motion 1:** To insert the following wording into the IACP Bye-Laws;  
“Accredited members and Pre-accredited members only have voting rights”

### Rationale:

The original wording in the IACP Bye-Laws (pre 2018) had said;  
Bye-law 14. - “Accredited members only have voting rights, with the exception of the representative of an organisation which has Approved Organisation Status. (Approved Organisation Status confers the right on each organisation awarded that status to one vote at any general meeting)”

Pre-accredited members were given voting rights at our AGM in October 2018, in a motion brought by the Board.

During the update of all IACP company governing documents last year, and voted on at the 2019 AGM, the piece relating to voting rights in the Bye-Laws was omitted in error.

We now wish to rectify this omission by including the correct reference to voting rights – that both Accredited and Pre-accredited members have full voting rights.

**Proposed by:** Bernie Hackett

**Seconded by:** Eamon Fortune

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**Motion 2:** To change the title of the Membership Category ‘Affiliate Membership’ to ‘Friend of the IACP’.

To amend the Bye-laws (as amended October, 2019) as follows – section 1.4:

Original

Subsection 1.4 Affiliate Membership is open to persons interested in the field of Counselling and Psychotherapy. The category of Affiliate Member is not a certification of competence to practice as a Counsellor / Psychotherapist. Affiliate Membership does not entitle the holder to practice or to represent themselves as an expert in the field of Counselling / Psychotherapy.

(Note: No new applications for this membership type are being accepted from 1st January 2018.)

Revised

Subsection 1.4 Friend of the IACP Membership is available to those interested in the field of Counselling and Psychotherapy. The category of Friend of the IACP Membership is not a certification of competence to practice as a Counsellor and/or Psychotherapist. Friend of the IACP Membership does not entitle the holder to practice or to represent themselves as an expert in the field of Counselling / Psychotherapy.

#### **Rationale:**

Affiliate Membership relates to persons interested in the field of Counselling and Psychotherapy, who do not work with clients.

Affiliate Membership was originally called Associate Membership. At that time, there were only two categories of membership of the IACP – Associate Membership and Accredited Membership.

In 2008, the Executive Committee changed the name to Affiliate, as Associate was deemed too strong a title and could be misleading to the public giving the impression that an Associate Member was similar or the same as an Accredited Member. During this time all the extra categories of membership that we now have were introduced.

Over the years since 2008, the Accreditation Committee, Supervision Committee and Management within IACP have raised concerns about the title of Affiliate Member, as it could still be considered potentially misleading. We propose to change the name to a more accurate description of what the category really is.

**Proposed by:** Izabela Morris **Seconded by:** Andrew Harbourne-Thomas

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### **Motion 3:** To change the title of the Membership Category 'Pre-Accredited Membership' to 'Graduate Membership'.

To amend the Bye-laws (as amended October, 2019) as follows – section 1.2:

Original

Subsection 1.2 Pre-Accredited Membership is available to those who have successfully completed an IACP Accredited Course and who are actively working towards Accreditation. They may not represent themselves as Accredited Members of IACP but may represent themselves as Pre-Accredited Members.

Revised

Subsection 1.2 Graduate Membership is available to those who have successfully completed an IACP Accredited Course and who are actively working towards Accreditation. They may not represent themselves as Accredited Members of IACP but may represent themselves as Graduate Members.

#### **Rationale:**

To modernise and update the category name to reflect the requirements of degree level qualification in Counselling and Psychotherapy. It is hoped that renaming this category as Graduate will make it clearer to the general public. This membership category is eligible to those who successfully graduated from an



IACP Accredited Professional Training Course, therefore we feel that title Graduate represents it better than Pre-accredited. This is reflective of other professional bodies who represent Members as Graduate Members. The title 'Pre-Accredited' may be misleading as the preposition 'Pre' suggests that it is incomplete. This could have a negative impact on Pre-Accredited Members being able to complete their 450 client hours required for First Time Accreditation.

**Proposed by:** Izabela Morris    **Seconded by:** Andrew Harbourne-Thomas

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**Motion 4:** To amend the description of the Membership Category 'Organisational Membership'.

To amend the Bye-laws (as amended October, 2019) as follows – section 1.5:

Original

Subsection

1.5 Organisational Membership is open to counselling / psychotherapy organisations concerned with training or practice of counselling, the aims and objects of which are consistent with the aims and objects of the IACP.

Revised

Subsection

1.5 Organisational Membership is open to counselling / psychotherapy organisations concerned with training or practice of counselling, the aims and objectives of which are consistent with the aims and objectives of the IACP. This category of Membership is also open to organisations who are interested in promoting positive mental health and supporting the aims and objectives of the IACP, who meet such criteria as may be set from time to time by the Board of Directors of IACP.

**Rationale:**

The Member Categories Working Group propose to relaunch the Organisational Membership by changing the description in order to open this membership category to additional organisations. There is a clear need to promote positive mental health and to reduce the stigma around mental health, especially within the current context of Covid-19.

The development of this membership category may enable additional organisations to join IACP who are interested in supporting IACP and its work as well as promoting positive mental health and accessibility to Counselling and Psychotherapy.

**Proposed by:** Izabela Morris    **Seconded by:** Andrew Harbourne-Thomas

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**Motion 5:** Proposal of a new category of IACP Membership called Academic Membership.

To amend the Bye-laws (as amended October, 2019) as follows – adding section 1.10:

New

subsection

1.10 Academic Membership is open under two sets of criteria of members. It may only be used for the duration of approved Counselling and Psychotherapy Academic Activities.

1.10.1 Academic Membership is available to Accredited Members and Supervisors whose Membership is in good standing. Accredited Members and Supervisors must cease all client work for the duration of their Academic Membership. Supervisors must also cease supervisory work with Supervisees for the duration of the Membership.



The criteria for the Counselling and Psychotherapy Academic Activities will be laid down from time to time by the Board of Directors. During the period of their Academic Membership, their Accredited or Supervisor Membership will be paused, and they do not see clients nor be subject to supervision. Supervisors will not undertake supervisory work during the period of their Membership.

They may resume their previous category, subject to criteria laid down from time to time by the Board of Directors, or transition to Retired Accredited Membership.

1.10.2 Academic Membership is also available to Lecturers of IACP Accredited Courses, and other Counselling and Psychotherapy Courses meeting criteria laid down from time to time by the Board of Directors. For Academic Members joining through section 1.10.2, there is no ability to change to another membership category unless they fully meet the application requirements of a specific category.

#### **Rationale:**

We are proposing to add a new Membership Category of Academic Membership to IACP Bye-Laws in order to support and develop academic/learning activities. This in turn would enable the Board of Directors to create this Membership Category.

It will enable Accredited Members and Supervisors, who are engaged in Counselling and Psychotherapy Academic Activities such as teaching, lecturing and research and would not be active Members working with clients. In the event of choosing to resume client work, they must resume their Accredited or Supervisor Membership.

The Membership would also be available to lecturers involved in IACP or IAHIP Accredited Courses. It would also be open to lecturers involved with non-accredited courses which meet certain criteria as directed by the Board of Directors. The benefit to the IACP of the latter category is in information sharing and networking with IACP Members. The exact criteria will be specified in detail by the Board of the IACP and updated as required.

**Proposed by:** Andrew Harbourne-Thomas

**Seconded by:** Izabela Morris

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#### **Motion 6: Proposal of a new category of IACP Membership called Fellow Membership.**

To amend the Bye-laws (as amended October, 2019) as follows – adding section 1.11:

New

Subsection

1.11 Fellow Membership is open to qualifying Accredited, Supervisor and Retired members who have made a demonstrable and sustained contribution to the community and profession of Counselling and Psychotherapy in Ireland that is above and beyond that of regular membership. Fellow Members retain all obligations and benefits of their original membership category.

The Board of Directors of IACP will, from time to time, set the criteria for membership of this category, which will be based on the applicant demonstrating contribution across a number of approved activities over a sustained period.

#### **Rationale:**

The Fellow category is designed to encourage and recognise significant and sustained contributions to the community and profession of Counselling and Psychotherapy in Ireland by Members. It will be additional to their original Accredited, Supervisor or Retired membership category, and, as such, Fellow members will retain the benefits and obligations of their original category (such as CPD and supervision requirements, for example).

Members who are admitted to this category will be entitled to use the short designation of “FIACP” to denote their membership status.

Membership will be by application, whereby an Accredited, Supervisor or Retired member demonstrates their contribution to the community and profession by providing supported evidence across a range of activities where they earn credit towards Fellow Membership.

Examples of activities would include:

- Active membership of an IACP Committee, Regional Committee or Working Group
- Active membership of the IACP Board of Directors
- Speaking at IACP Regional or National Events or Conferences.
- Speaking at equivalent practitioner or public Events or Conferences on core Counselling and Psychotherapy/Mental Health topics.
- Authoring papers published in Irish Journal of Counselling and Psychotherapy incorporating Éisteach or Peer Reviewed Counselling and Psychotherapy/Mental Health Journals.
- Authoring papers published in non-Peer Reviewed Journals on core Counselling and Psychotherapy/Mental Health topics.

Different levels of credit are awarded across different types of activities, and applications must include more than one type of activity. Applications will be subject to initial validation by applicants' supervisors and formal review by the IACP. The exact criteria will be specified in detail by the Board of the IACP and updated as required.

**Proposed by:** Karen Ward    **Seconded by:** Izabela Morris



IACP Members at the IACP/BACP/ACA Conference Let the Voices Be Heard 2019

## IACP Officers 2020



### Cathaoirleach – Bernie Hackett

Bernie has been an IACP member since 1991. She has served on the Board of Directors for several periods of time. Bernie has served as Chair of the South Eastern Regional Committee, Supervision Committee, and Complaints Committee and is currently Chair of the Supervisors Forum Organising Committee. She has also served on the Supervision course Regulation and Standards committees. Bernie is currently serving as Vice-Chair on the Board of Directors and brings a wealth of experience and knowledge to the Board.

**Proposed by:** Izabela Morris

**Seconded by:** Dr Damian Davy

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### Leas Cathaoirleach – Séamus Sheedy

Séamus joined IACP as a Student of the Diploma in Counselling at Trinity College in 1999. He was accredited as a Counsellor/Psychotherapist in 2003. Séamus served as Treasurer of the IACP Midlands Regional Committee from 2005 to 2007. He joined the Executive Committee in 2009 and was a member of the Strategic Planning Committee in 2009. He served as Cathaoirleach from 2012 to 2014. He went on to serve as President of the European Association of Counselling. Séamus has also served as Regional Director and a Member of the Board of Directors since

October 2017. Séamus is also an Accredited Supervisor with IACP, having qualified from a Master's in Supervision at Dublin City University.

**Proposed by:** Ray Henry

**Seconded by:** Bernie Hackett

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### Treasurer - Jade Lawless

Jade is a chartered Counselling Psychologist and accredited member of the IACP with over 13 years' experience in the field. Jade is the Head of Counselling & Psychotherapy in PCI College, overseeing and delivering the training of Counselling & Psychotherapy programmes from Certificate up to Master's level. This requires her to have strong credentials in the areas of Counselling & Psychotherapy regarding best practice and educational standard. The management of a team of lecturer practitioners, the design and delivery of courses, therapeutic modules and CPD workshops demand of Jade an awareness of, and the practical application of, Counselling &

Psychotherapy approaches. Jade also draws upon therapeutic practice and process to complement the delivery and design of this material and the transference of skills. Jade is also the Head of Psychology in Harmony Residential Care where she contributes to the work of the Clinical Team working with children in a care setting. Jade has completed two years as a member of the IACP Executive Board and has enjoyed the role immensely, in addition to making valuable contributions. Jade has also worked with IACP and collaborated with other educational professionals in round table discussions that have shaped and impacted Counselling & Psychotherapy training programmes to this day. Jade is also employed as a Counsellor/Therapist within the HSE and as such continues to broaden and deepen her knowledge and understanding of the profession. Jade remains not only highly motivated herself but also energised and motivated to lead a team to work to a high standard, ensuring best practice when it comes to service delivery and provision. She hopes to continue to bring these characteristics forward in a third year on the Executive Committee.

**Proposed by:** Liz O'Driscoll

**Seconded by:** Séamus Sheedy

## Nominees for the Board of Directors 2020



### Michelle Coyne

Throughout Michelle's working life, she has been involved in enabling people to grow and change. Prior to training as a counsellor/ psychotherapist, her background was in Social Care. She joined the IACP as an accredited member in 2016 having spent the previous 4 years studying Counselling and Psychotherapy. She finished a MSc in Child and Adolescent Psychotherapeutic Skills in September 2020. Along with a BSc in Counselling and Psychotherapy, she has extensive and broad range counselling experience. As well as working privately with individuals, she

has also worked with the Department of Justice with perpetrators of domestic abuse. She believes that there is always something new to learn working in this field and makes a regular commitment to on-going professional development and clinical supervision.

**Proposed by:** Ray Henry

**Seconded by:** Izabela Morris

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### Ray Henry

Ray Henry is an IACP Accredited Counsellor/Psychotherapist since 1999 and has served as IACP Cathaoirleach, Leas Cathaoirleach and Treasurer from 2005 to 2012. Ray is also an IACP Supervisor. Ray founded the Midlands Regional Committee of IACP and served as Chair for six years. Ray has also served on HR, Finance, Strategic Planning Interview Boards Committees. Ray has represented IACP at meetings relating to Mandatory Reporting and Statutory Regulation. Ray has maintained a very strong stand on behalf of IACP in relation to Standards within our profession, which he believes are vital. Ray has a belief in IACP, a committed and

confident belief. Ray holds a Diploma in Counselling and has a MSc Degree in Science Econ in Care Management, qualified as an IACP accredited Counsellor/Psychotherapist in 1999. Ray served as Cathaoirleach from 2017 until 2020 and has represented and spoken on behalf of IACP at a number of international conferences abroad.

**Proposed by:** Bernie Hackett

**Seconded by:** Séamus Sheedy

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### Dr Damian Davy

Damian is a Chartered (Senior) Psychologist, Psychotherapist, Clinical Supervisor, EAP Consultant and Academic with 32 years' experience in the EAP field, twenty-six working with the EAP for the Irish government and received the 'Minister's Award' for his contribution to innovative health and safety projects at work. Since 1986 he has trained in a vast range of EAP and Psychology related areas and currently owns a private practice (Phoenix Centre/Phoenix Consultants) where he provides a range of one-to-one and organisational services.

Damian has served on boards and committees of several professional bodies here and abroad and is a current board member and former Cathaoirleach of IACP. He currently serves on the membership qualification and chartership committee of the PSI. He holds professional memberships with the PSI, BPS, IACP, EAPA, EAEF, and the EACC. He lectures in Psychology at ITT Dublin, has lectured in Counselling and Psychotherapy with several Institutes and has held the role of External Examiner. He



has also designed and delivered training and consulted to a range of organisations here and internationally, he supervised case management teams for VHI and Work Place Options and provided peer supervision groups and advisement for professionals.

**Proposed by:** Jade Lawless

**Seconded by:** Peter Ledden

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### **Eamon Fortune**

Eamon is an Accredited Counsellor/Psychotherapist and Supervisor with IACP. He qualified from PCI College with a BSc Degree in Counselling and Psychotherapy.

Eamon works full-time as a therapist with Limerick Youth Service as part of a Mental Health and Wellbeing Team offering support to young people. Eamon was also instrumental in setting up the WRC and has held the role of Chair for over two years. The WRC has been successful in providing easier access to workshops for members, and for providing a voice for those Members to feedback their needs and requests to IACP.

Eamon also recognises the importance of the roles of Student and Pre-Accredited Members of IACP and was a speaker at an information evening held at the beginning of September 2020.

Eamon assisted in establishing a forum along with IACP staff called Basecamp to try and assist Members in communicating with one another, in order to reduce isolation.

Eamon became an Accredited Supervisor in April 2020 and has adapted well to the current circumstances, providing supervision both online and in person to provide continued service for therapists. In addition to this, Eamon has continued to chair online meetings for the WRC in order to bring online workshops to the region soon.

**Proposed by:** Paul Murphy

**Seconded by:** Pauline Bradley

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### **Peter Ledden**

Peter has over thirty-five years' experience of working in health care and has been a Mental Health Practitioner since 1992. Peter is a registered and accredited Psychiatric Nurse, Psychotherapist and Clinical Supervisor. Peter has additional qualifications in Health Service administration, Personnel Management, Stress Management and Critical Incident Stress Management. Since 1996 Peter has been involved in the training of Counsellors on several IACP approved training courses and was a group therapist and supervisor for the Tivoli Institute. Peter worked for over ten years as a lecturer in PCI college and at Fingal Counselling including as

Course Director where he oversaw the training. Peter is currently the external advisor to the Dublin Art Therapy College and the Irish Lifecoach Institute. In 2004, he set up Abate Counselling and EAP Ltd which provides Employee Assistance and Counselling programmes to a range of organisations and companies. Peter has trained in critical incident stress management to advanced level and has been involved in training therapists and individuals in CISM. Peter through Abate Counselling has been providing CISM responses to organisations such as an an Garda Síochána and the CIE group of companies for many years. He is currently on the Board of Directors of the IACP.

**Proposed by:** Gráinne Mooney

**Seconded by:** Michael Ledden



### Geraldine Looney

Geraldine has been a Pre-Accredited member of IACP since January 2018 and is hoping to apply for Accreditation before the end of 2020. Geraldine completed a Diploma in Counselling and Psychotherapy from PCI College. The majority of Geraldine's client hours were accumulated working with people who are blind and visually impaired. This work has been hugely rewarding and Geraldine is hopeful to continue to receive referrals from the National Council for the Blind Ireland. Geraldine has been on the Board of Directors since 2018. She has been involved in the Member Categories Review Working Group, attended meetings of the Professional Practice

Sub-Committee Group, and represents IACP on the partnership board of the Need to Talk Project run by the Royal National Institute of Blind People and Fighting Blindness. Geraldine is passionate about universal access to counselling and promoting the benefits of it. Geraldine graduated with a Bachelor of Commerce in 2005 from University College Cork, a Diploma in Business, Executive and Life Coaching in 2006 and a Certificate in Mindfulness Practice in 2012. Geraldine has experience in mentoring students in UCC and has volunteer experience with the ISPCC Childline service. In her leisure time, Geraldine enjoys travelling, reading, meditating, cycling and taking leisurely walks with her guide dog Egan.

**Proposed by:** Ray Henry

**Seconded by:** Izabela Morris



### Izabela Morris

Izabela is a bilingual counsellor/psychotherapist who works with adolescents and adults in multicultural Ireland. She holds BA Honours in Integrative Counselling and Psychotherapy, Diploma in Drugs and Alcohol, Natural Therapies, Certificates in Counselling Children and Adolescence, Family Therapy, Addiction and Psychology. Izabela continues to expand her knowledge and understanding of the profession through ongoing professional development and education. Her approach to counselling is integrative and holistic. She recognises huge importance of providing more support and services to young people - through counselling in

schools and teaching young people about mental health and wellbeing. Having worked in health-related environments, including a residential rehab, right now she divides her career between working for an organisation that promotes positive mental health and recovery from all sort of mental health problems, and her private practice. She has been working as a school counsellor for over 6 years. Izabela has been a member of IACP since 2012. She has served on the Board of Directors since 2017, and she is also involved with the Membership Categories Working Group. Izabela has a great interest in culture and spirituality, she lives in Wicklow since 2003.

**Proposed by:** Peter Ledden

**Seconded by:** Michelle Coyne



### Elizabeth O'Driscoll

Liz O Driscoll started her working career in an apprenticeship and went on to run two businesses over 20 years. She went back into education in her late thirties while rearing her young family. Over the next ten years she went from certificate to Master's Level and has been an accredited therapist for 17 years and an accredited clinical supervisor for 9. Over her career she has worked in the educational system with 16 to 22-year olds, where she developed & delivered RES (relationship & sexual education) and PIPS (personal and interpersonal skills) to Meath VEC educational and development projects. Alongside this Liz and has worked within the

addiction field, as a group facilitator, (family support and after-care) and as a one to one counsellor.



Presently Liz heads up a HSE/DATF funded community development project in D7 where her team therapeutically support individuals and families affected directly or indirectly by substance misuse. In the last 3 years she has brought her organisation to full compliance with Governance.ie and has trained and facilitated training for her Board of Directors & team in GDPR and good governance. In conjunction with this Liz has a private practice where she focuses mostly on supervision. Family and travel are her passion outside of work and her wanderlust has brought her as far as Eastern Siberia, Australia and Bali. Liz was seconded to the board of the IACP early 2018 and is honoured and committed to put herself forward for election in 2020.

**Proposed by:** Rita Nannery Mc Guinness

**Seconded by:** Mary Beirne



IACP at National Ploughing Championships 2019



IACP staff at 2020's Accreditation Ceremony



Chair of BACP Andrew Reeves with IACP Regional Director Séamus Sheedy







**Irish Association For Counselling & Psychotherapy  
Company Limited by Guarantee**

**(A company limited by guarantee, without a share capital)**

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# **Directors' Report and Financial Statements for the year ended 30 June 2020**

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## Directors and Other Information

Directors	Izabela Morris Séamus Sheedy Peter Ledden Bernadette Hackett Ray Henry Damian Davy Michelle Coyne Eamon Fortune Elizabeth Ann O'Driscoll Jade Lawless Geraldine Looney
Company Secretary	Michelle Coyne (Appointed 5th October 2019) Bernadette Hackett (Resigned 5th October 2019)
Company Number	194640
Charity Number	CHY6615
Charities Regulator Number	20012564
Registered Office and Business Address	Marina House 11 - 13 Clarence Street Dun Laoghaire Co. Dublin A96 WC94 Ireland
Auditors	PKF O'Connor, Leddy and Holmes Limited Century House Harold's Cross Road Dublin 6W
Bankers	Bank Of Ireland (Dun Laoghaire) Dun Laoghaire Co. Dublin
	Allied Irish Bank (Bray) 107/108 Main St Bray Co. Wicklow
Solicitors	Keith Walsh Solicitors 8 St. Agnes Road Crumlin Village Dublin 12

# Directors' Report

The directors present their report and the audited financial statements for the year ended 30 June 2020.

## Principal Activity

The Irish Association for Counselling and Psychotherapy (IACP) was established in 1981 for the purpose of representing the profession of counselling and psychotherapy in Ireland.

A registered charity, the IACP is the largest association for the Counselling and Psychotherapy profession in Ireland and represents over 4,500 members in Ireland. The IACP accredits individual members at Accredited and Supervisor levels, as well as hosting student and pre-accredited members. IACP currently accredits courses in Counselling and Psychotherapy at QQI Levels 7, 8, and 9.

In addition to the accreditation of Counsellors and Psychotherapists, the IACP provides many services to its members to support their professional practice, through the work of its many volunteer members and a professional office staff. The IACP also has at its core the protection of the public in relation to standardising the quality of professional

Counselling and Psychotherapy in Ireland and continues to monitor and revise its standards in response to current demands.

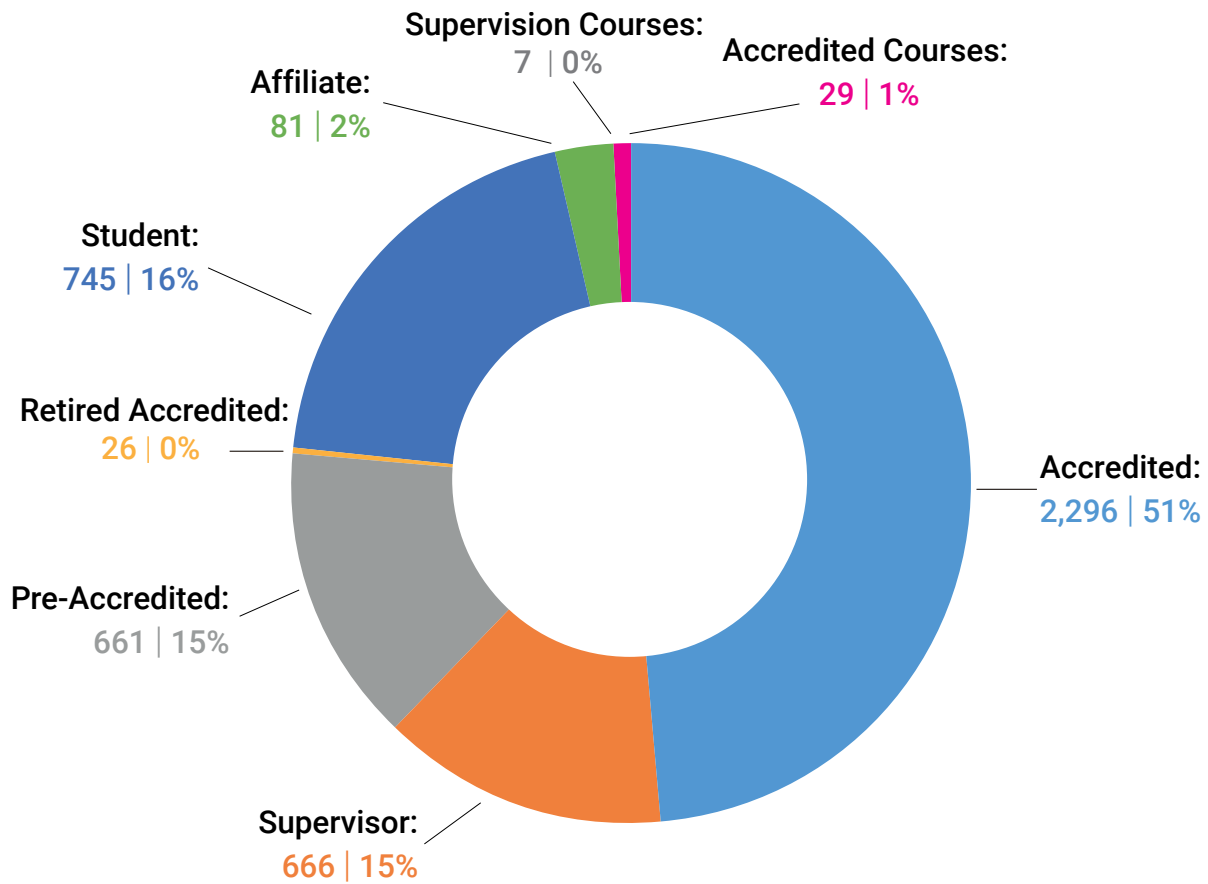
The IACP is governed by a volunteer board. The current board consists of 11 members; 9 elected at the AGM in 2019 and two officers (Chair and Vice-Chair) were elected at the AGM in 2018. The current board held 9 meetings since 1st July 2019 and all meetings (except for 4 online) were held in Head Office.

IACP is on the way to being fully compliant with The Charities Governance Code. "The Code" was launched by the Charities Regulatory Authority (CRA) in November 2018 with the following guidelines – 2019 Guidance & Training – 2020 Implementation – 2021 Reporting Compliance. IACP is on schedule and expect to be able to report full compliance within the timeframes.



# IACP Membership

Membership numbers at 30th June 2020



MEMBERSHIP BY CATEGORY AT 30TH JUNE 2020					
Category	2020	2019	2018	2017	2016
Accredited	2,296	2,177	2,048	1,991	1,933
Supervisor	666	622	576	537	504
Pre-Accredited	661	620	591	616	623
Retired Accredited	26	22	15	22	21
Student	745	778	824	836	545
Affiliate	81	102	119	159	194
Supervision Courses	7	5	3	0	0
Accredited Courses	29	25	26	24	25
<b>Total</b>	<b>4,511</b>	<b>4,351</b>	<b>4,202</b>	<b>4,185</b>	<b>3,845</b>



## Financial

### Jade Lawless, Treasurer, presents the financial report of IACP for the period 1st July 2019 to 30th June 2020.

#### In General

Over the last year there have been ongoing improvements to the policies and processes within IACP. The Finance & Risk Management committee continued to meet regularly, the last couple of meetings being conducted remotely. The Risk Management Framework as well as the Risk Register have been completed, and compliance with the Governance Code is nearing completion.

IACP have invested resources during the past year on a number of key areas, such as – staff training, compliance training and providing online CPD to members, as well as funding necessary updates for both hardware and software in the office.

The accounts included in this Annual Report are for the period 1st July 2019 to 30th June 2020. PKF O'Connor, Leddy and Holmes Limited completed the recent audit on these accounts and also provided advice to IACP where required.

#### Financial Management

The Board of Directors are happy to report that the Association's finances are in a healthy position. This has come about through prudent financial management over a number of years and by thorough budgeting and forecasting for future events.

The reserves of the Association are held securely and there is a policy in place to explain the purpose, funding, and use of these reserves.

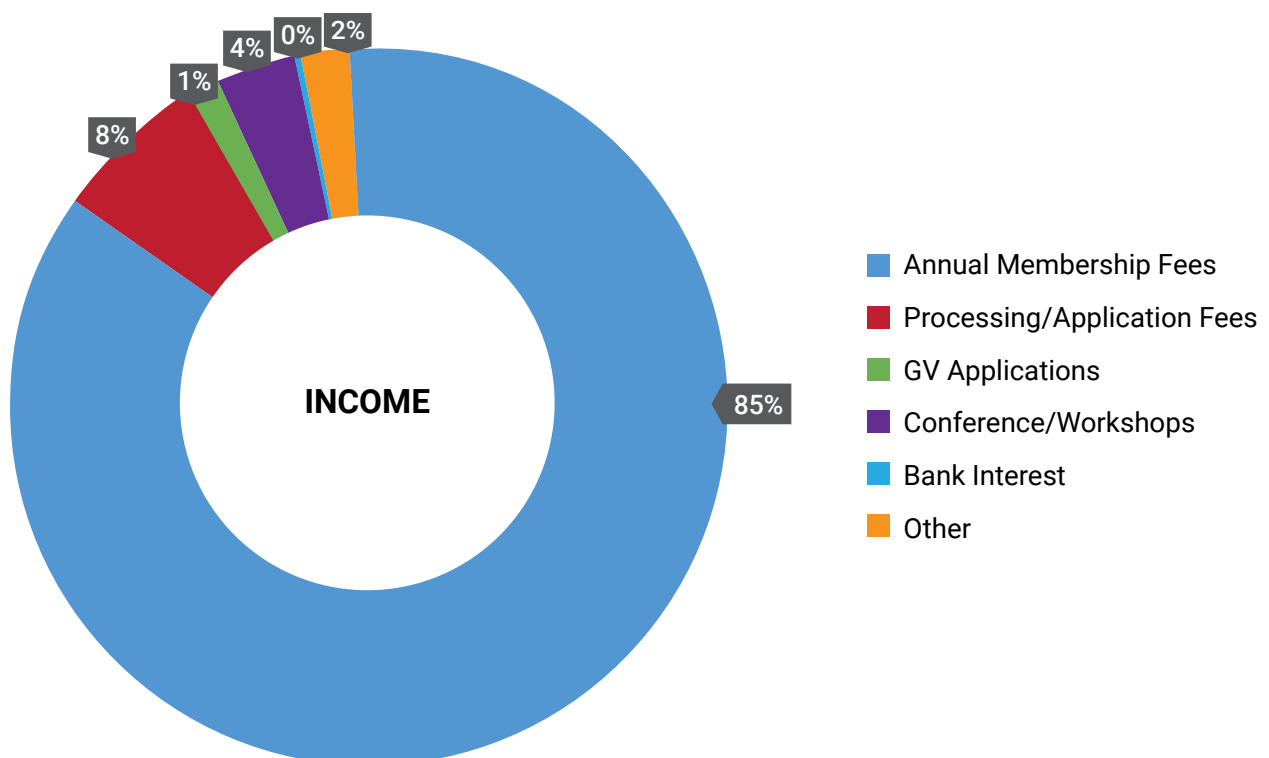
#### 2019/20 Financial Statements – Trading Overview

The Financial Statements for the 12 months to 30th June 2020 were prepared by our Finance Manager and were audited by PKF O'Connor, Leddy and Holmes Limited, Statutory Audit Firm.

#### Income

Total income received in this period amounted to €1,387,214, of which;

€1,186,015 (85.5%) came from annual membership fees, (2019 – 85%)



€105,485 (7.6%) came from processing/ application fees, (2019 – 7.9%)  
 €12,900 (0.9%) was from Garda Vetting applications, (2019 – 1%)  
 €59,100 (4.3%) from Conference and Workshops, (2019 – 4.3%)  
 and the balance of €23,368 (1.7%) from other sources, such as journal advertising and sales. (2019 – 2%)

€350 was received in bank interest for the period.

### Expenditure

Total expenditure in this period amounted to €1,272,505.

(a full breakdown of costs can be found in the Supplementary Information located at the back of this booklet)

This is comprised as follows:

**Payroll** (wages, pension and social welfare costs, staff training) is €673,185 (52.9%) – this is compared to 50% for the previous financial period.

**Public Relations / Advertising / Marketing** is €145,470 (11.4%) This compares to 9.5% for last year.

Our quarterly publication “Irish Journal for Counselling & Psychotherapy” makes up the bulk of this cost at €62,990.

**Professional Business Fees** (such as legal, auditing, GDPR compliance and HR/Business consultancy) are €45,930, 3.6%. (2019 – 5.7%).

**Workshops Expenditure** (including all regional workshops and H.O. free seminars) amounted to €56,695, 4.5%. (2019 – 4.7%).

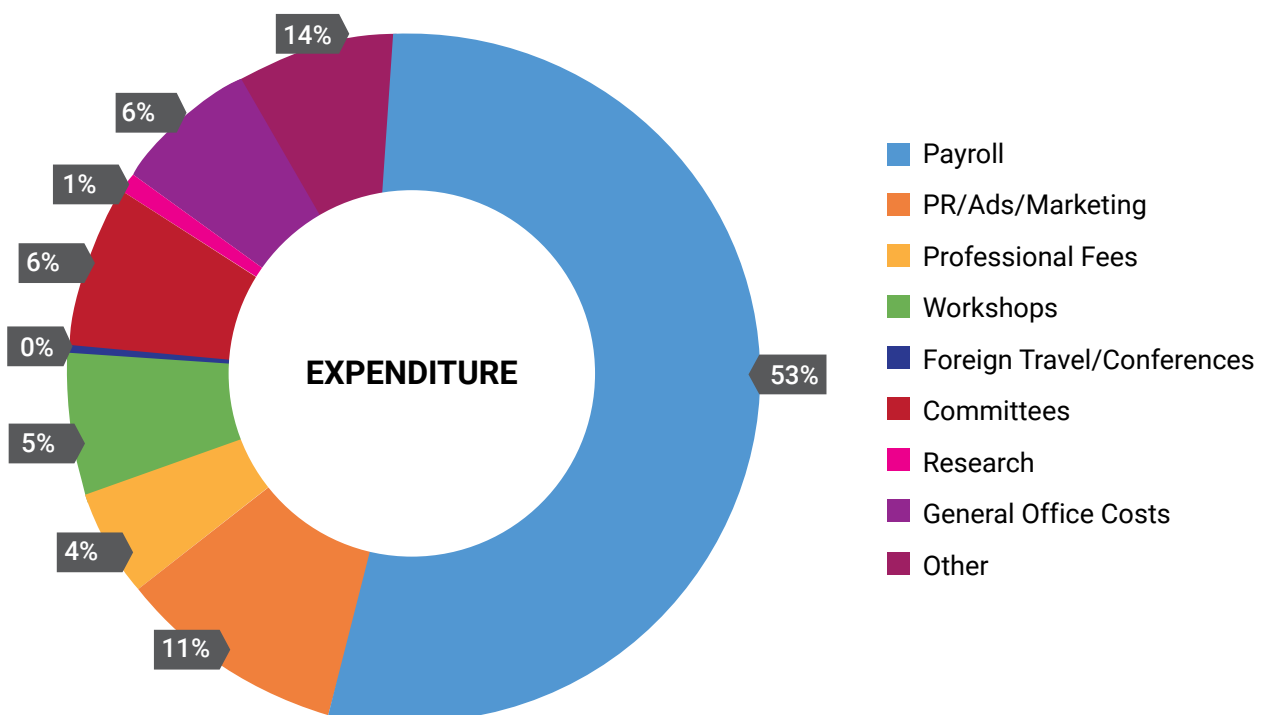
Our annual conference cost (Oct. 2019 in Belfast) was €33,000, 2.6%. (2019 – 1.6%). Income received was €19,120. Nett cost was therefore €13,880.

**Travel and Conference costs** were €4,400, 0.3%. (2019 – 1.4%).

These conference events usually take place in the second half our financial year. Due to the outbreak of Covid-19, IACP cancelled all our scheduled visits to these conferences.

**Committee Expenses** were €81,995, 6.4%. (2019 – 8%). This amount includes all regional and sub-committees (€54,900), Board expenses (€16,075), and National & Regional Supervisors Forum meetings (€10,395).

**Research** cost of €9,475, 0.7%. (2019 – 1.8%) This included a €3,500 research bursary paid out in Nov 2019.



**The balance of costs relate to:** General Office costs of 79,100 (6.2%), Accredited & supervisor course accreditation consultancy of €4,995 (0.4%) Rates of €35,890 (2.8%), Printing & postage & stationery of €13,440 (1.1%), Bank charges of €21,195 (1.7%), Depreciation of €37,530 (2.9%), AGM 2019 of €24,301 (1.9%), and Membership Cards of €5,905 (0.5%).

### Investment

As reported in our financial statements last year, there was an unrealised gain of €19,420 at year-end, 30th June 2019. There was a sharp decline in market prices in March of this year as a result of Covid-19, with a subsequent rise in values for the next couple of months.

Our year-end balance in this account was €503,500 (at 30th June 2020), which is an overall gain of €3,500 on our original investment of €500,000.

This current year loss is shown in the accounts in the "Statement of Financial Activities", under the heading "Gains/(Losses) on investment assets." This is a long-term investment of between 3-5 years, and so the actual gain or

loss will only be realised when the term is completed.

### Capital Expenditure

IT upgrades (hardware) - €8,370 (most of this was technology and hardware to facilitate remote working for staff members)

IACP will continue to invest in technology during the following financial year, to ensure continuity of service for members as well as to ensure the safety of our staff and volunteers.

### Financial Results

The surplus for the year, after providing for depreciation, amounted to €98,785 (2019 - €81,011).

At the end of the year the company has assets of €2,183,990 (2019 - €2,140,087) and liabilities of €584,320 (2019 - 608,039).

The net assets of the company have increased by €67,620.



IACP CEO Lisa Molloy with CEO of BACP Dr Hayden Williams and CEO of ACA Richard Yep

# IACP Achievements and Developments in 2019/2020

## Professional Standards:

- 273 new accredited members
- 65 new accredited supervisors
- 2399 completed re-accreditation applications
- Over 300 completed Garda Vetting applications
- Launch of IACP Guidelines for Members on the use of online business platforms.
- Launch of COVID-19 Return-to-work Guidelines
- Development of Online CPD Provision for Members
- Development of criteria for a Refresher Course
- Establishment of the IACP Research Committee
- Continued agreement on recognition of accreditation between IACP and BACP
- Continued agreement on recognition of

accreditation between IACP and Australian Counselling Association

- Continued reciprocal agreement with IAHIP on supervision;
- Ratification of the IACP Accreditation Policy
- Continuation of the IACP's course assessment and monitoring process for Professional Training and Supervision Courses
- Continuation of strong stakeholder engagement with IACP Accredited Courses by facilitation of course providers' meetings
- Information regarding any changes to professional standards, IACP accreditation requirements and course criteria can be accessed in the Members Area of the IACP website;

## Public Relations / Organisational Profile:

- Numerous Lobbying Activities regarding our on-call counselling supports for second-level Schools Initiative including:
- General Election Manifesto Campaign
- Pre-Budget Submission 2020
- IACP representation at the School Summit 2019



IACP Member Phil Gormley, Irene Lowry, Lisa Molloy, Vice-Chair Bernie Hackett, IACP Accreditation Supervisor Stephen Kelly, IACP Innovation and Development Manager Iwona Blasi and IACP Accreditation Officer Emma Gribben at the Student and Pre-Accredited Member Evening 2020



- IACP representation at the National Ploughing Championships 2019
- IACP representation at Mental Health and Wellbeing Summit 2019
- Active Social Media Presence
- Media coverage which includes articles in the Irish Independent, The Irish Times, The Examiner, Journal.ie, Breakingnews.ie to name but a few
- Preparation for Look After Yourself Campaign
- New IACP Coping with COVID-19 Videos

### Committee Activities

The IACP has 9 committees, 2 working groups and 8 regional committees.

### Regional Committees (RC):

The Regional Committees provide invaluable networking sessions to their members as well as CPD sessions and AGMs. They provide members with a means to share positive experience/feedback with their fellow members. Our Regional Director (RD) is Séamus Sheedy – a member of the BOD – the Regional Director provides a communication pathway between the BOD and the RCs. The RCs meet twice a year at the National Regional Committee Meeting (NRC), the last two meetings were held in Killarney and in Kilkenny. These meetings allow

for sharing of experiences, ideas and issues that may arise across the regions. The 8 regional committees are as follows: Dublin (DRC), Midlands (MRC), North East (NERC), Northern Ireland (NIRC), West/North West (WNWRC), Western (WRC), Southern (SRC) and South East (SERC).

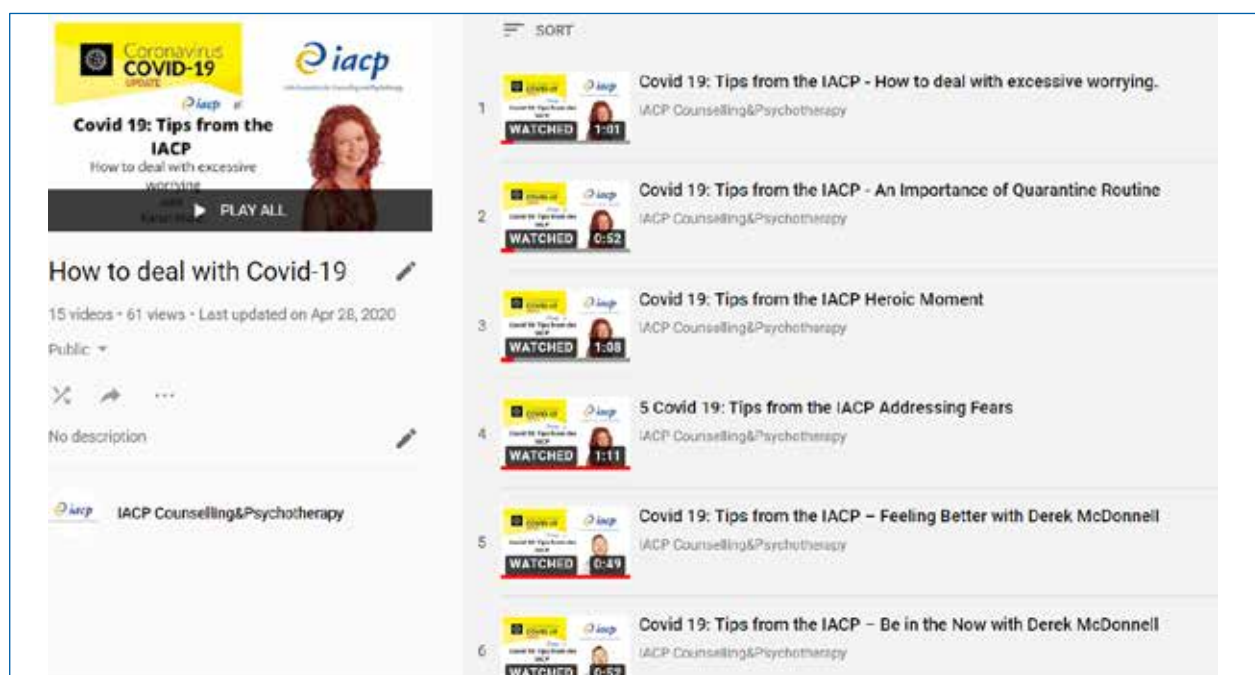
### Committees:

#### CPD Committee

The CPD Committee has played an important role in upholding professional standards by checking compliance with the new CPD Policy, principally through the Annual CPD Audit. A random sample of the membership is selected and asked to submit CPD Logs for the previous year. The Committee has provided clarifications to members in relation to the CPD Policy and worked effectively with other sub-committees to ensure IACP's approach to CPD reflects best practice in the professions.

#### Supervision Committee

A total of 65 members were approved for Accreditation as a Supervisor during this period. The Committee has been instrumental in dealing with supervision-related queries for the membership as well as further refining the process of applying for Accreditation as a Supervisor. The Committee has worked with the CPD Committee and Professional Practice Sub-Committee to develop and bring clarity to IACP requirements in the area of supervision.



A series of COVID-19 Themed videos were produced for the website

### **Complaints Committee**

Investigates complaints against IACP Members. The committee meets once a month and incorporates the Complaints Against Courses Committee which investigates complaints against IACP accredited courses.

### **Accreditation Committee**

The Accreditation Committee enhances the process of assessing applications for First Time Accreditation and Annual Re-Accreditation by providing expertise and impartiality. In addition to the high volume of applications that come before the Committee, the Committee provides advice and guidance to both IACP members and others working towards accreditation.

### **Editorial Committee**

Responsible for sourcing and editing articles in the IACP professional journal "The Irish Journal for Counselling and Psychotherapy". Meets once every two months.

### **Ethics Committee**

Formulates and monitors the IACP Code of Ethics and Practice. Raises issues relating to the implementation of such codes. Advises and comments on ethical issues. There were 7 meetings between July 2019 and July 2020 of the Ethics Committee.

The Committee revised their Terms of Reference and dealt with members' ethical enquiries with aim to monitor & interpret the present IACP Code of Ethics and Practice and make recommendations as required and to provide an ethical lens to the IACP and its members.

### **Supervisor Forums Organising Committee**

Organises Supervisor Forums Nationwide to enable Supervisors to Network and discuss matters of professional interest.

### **Professional Practice Sub Committee (PPSC)**

This Committee (PPSC) was established to develop policy and criteria in the areas of Accreditation, Supervision, Course Accreditation and Continual Professional Development (CPD). The Professional Practice Sub-Committee acts as a Standards Committee is an integral part of the clinical and decision-making processes of the IACP. PPSC met 7 times between July 2019 and end of June 2020. During this time the Committee completed consultation work around Online Counselling Criteria, Accreditation Criteria including Course Accreditation Criteria.

### **Finance and Risk Management Committee**

This committee is responsible for examining all financial aspects of the association's business and making recommendations to the Board. The committee meets at least six times per



(L - R) Dr Sheila Gilheany, CEO of Alcohol Action Ireland, Lisa Molloy, Jennifer Hough, Policy Research Officer AAI, and Ray Henry



year but may meet more often if required. It is also tasked with identifying, examining and reporting risk to the board of directors, so that it can act in a responsible and timely manner.

### Research Committee

The Research Committee – which had its first meeting in September 2019 - has been formed to aid the promotion of evidence-based practice and practice-based evidence in the counselling/ psychotherapy profession to the benefit of the practitioners and the public, as well as to develop strategic thinking about IACP research policy and activity.

There were 6 meetings between September 2019 and June 30th, 2020.

The Committee established its Terms of Reference, adjudicated on the research bursary, advised on research proposals, made recommendations on research related matters, advised on and contributed to the COVID-19-member survey and began the process of developing the IACP research strategy.

The IACP would like to thank all our volunteers for their contributions to the above committees during the year.

### Working Groups

#### Working group regarding the impediments for Psychotherapists and Counsellors in their Careers

The Impediments for Psychotherapists and Counsellors in their Career Working Group was established in Autumn 2017, to identify the barriers to paid employment and a living wage to counsellors/psychotherapists. Since its inception, the group has identified and discussed many issues: including the minimum time-frame for accreditation, which was reduced to one year, post qualification; Lobbying for the removal of HSE double qualification criterion and increased availability for HSE employment; The introduction of counselling supports for second-level schools; Access to counselling services on private insurance plans; Tax relief for counselling and psychotherapy as part of IACP's Pre-budget Submission; The group finalised their work in February 2020 with the conclusion that its work influenced many changes within the IACP and contributed to formation of other groups focusing on specific member benefits and challenges such as Member Categories Working Group.

#### Member Categories Working Group

The group was formed to review and develop member categories and benefits associated with each IACP Member Category. This working group includes IACP members representing each member category and members of staff and management. The group worked on review of the current membership categories and benefits and specific recommendations were proposed to the Board of Directors.



Marie O'Mahoney of the Southern Regional Committee, Board of Directors' Member Geraldine Looney and Ray Henry

### Strategic Plan Working Group

The working group has been appointed by the Board of Directors for the duration of the development of the Strategic Plan 2021-2024.

The purpose of the working group is to draft the IACP Strategic Plan 2021-2024 following consultation with the Board, standing committees of the Board, Regional Committees and members of the IACP and to propose it to the Board for ratification and implementation.

### Member Services:

- Improved website with better functionality and interface
- Launch of the IACP Online CPD Portal on Therapy Academy and provision of online CPD Offerings
- EBSCO Research Portal Available to members
- Continued subsidised workshops in the regions to members
- Numerous networking events held throughout the regions
- Numerous events including: Student and Pre-accredited Members Information Evenings, Accreditation Graduation Ceremony, Current Counselling Trends in Ireland and the United

States Conference held in Trinity College Dublin, and Head Office Seminars;

- Continuation of membership cards and their benefits
- Lobbying on behalf of members on matters such as Vat exemption, funding for counselling within second level schools, tax relief for medical expenses and a range of health-related benefits under the PRSI system to include Counselling and Psychotherapy
- Promotion of members nationally on radio and in the press
- Social media presence and promotion of IACP members and counselling and psychotherapy

### National and International Collaboration:

- IACP/BACP: Strengthening of relations with our closest partner including information exchange relating to accreditation standards, practices, and developments within the profession
- Continued membership of the International Association for Counselling (IAC)
- Continued stakeholder engagement with a range of key bodies e.g. ICP, HSE, CORU, PSI, Mental Health Reform, Mental Health Ireland



Newly accredited IACP Members at the 2020 Accreditation Ceremony

- IACP representation at international conferences
- Attendance by international counselling and psychotherapy associations at IACP Annual conference and events
- Co-Hosting IACP, BACP and ACA Social Justice Conference “Let the Voices Be Heard” in October 2019

## IACP Aims 2020/2021 and Beyond

IACP will continue in its mission to raise awareness of counselling and psychotherapy with special emphasis on its effectiveness to improve the mental well-being of people in Ireland.

State regulation will influence the future direction of the IACP. It will allow the organisation to focus its efforts on the promotion of counselling and psychotherapy. It will also allow it to put greater emphasis on promoting the delivery of continuous professional development programmes and courses as well as other member supporting functions. We have started the work on the Strategic Plan 2021 – 2024 which will be launched early next year. The new strategic plan will take into consideration the upcoming regulation, the necessity for innovation and online counselling and training, especially during the time of pandemic and the importance of continued membership as a proof of high professional standards and the most appropriate way to access all the support and benefits associated with IACP membership. The latest IACP Members’ Survey research (2018) highlighted certain areas as opportunities for improvement and guided by this, certain projects are underway forming part of the aims for 20/21 and beyond:

- **Website:** To increase engagement and navigability, a re-design and refresh project has been completed

- **Member Benefit - Online CPD:** The IACP will continue the provision of Online CPD for our Members
- **Member Benefit - Research Database:** After a successful trial of EBSCO with members, we have now secured this database as benefit and resource for the membership on an ongoing basis
- **Research Committee:** IACP in its Strategy for upcoming years will focus on the value of research for the counselling and psychotherapy profession. Newly established Research Committee will contribute to development of the research function of the IACP and development of IACP Research Strategy;
- **Organisational Profile:** We’re continuing to raise the profile of the IACP with our attendance and involvement with international events and with ongoing development of IACP Online CPD offering. We’re increasing opportunities to engage with the media across a range of platforms. We’ll draw further on the 2019 IACP General Public Survey Research – ‘Public attitudes to counselling/psychotherapy and mental health’ – for upcoming media contributions and events. We’ll continue with our lobbying activities in key areas including our Pre-Budget submission calling for increased investment in mental health and talking therapies.

### Principal risks and uncertainties facing IACP and our plans for mitigating these risks –

- The existence of Covid-19 presents risks for IACP, the effects of which cannot be fully quantified at the time of approving the financial statements. However, our directors have not identified any material risks to our operations and financial stability for 2020/21.
- The Directors have delegated elements of the risk management process to the Finance and Risk Management Committee, whilst ensuring that they, as Directors, retain control and responsibility for its implementation.



### **Statement on Relevant Audit Information**

In accordance with Section 330 of the Companies Act 2014:

- so far as each person who was a director at the date of approving this report is aware, there is no relevant audit information, being information needed by the auditor in connection with preparing its report, of which the auditor is unaware; and
- each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the auditor is aware of that information.

### **Future Developments**

Although the medium-term effects of Covid-19 cannot be fully determined, the board of directors are confident that IACP will emerge strong and well-funded after this pandemic. They are of the view that the organisation will continue to be able to operate as normal into the coming years.

The company plans to continue its present activities and current trading levels. Employees are kept as fully informed as practicable about developments within the business.

### **Post Statement of Financial Position Events**

While Covid-19 has created additional challenges for IACP, at the time of approving the financial statements, the directors consider that the balance sheet has not been impacted on by events since the year end and as a result no adjustment has been made to the financial statements for the year ended 30 June 2020.

### **Auditors**

The auditors, PKF O'Connor, Leddy and Holmes Limited, Statutory Audit Firm, have indicated their willingness to continue in office in accordance with the provisions of section 383(2) of the Companies Act 2014.

### **Payment of Creditors**

The directors acknowledge their responsibility for ensuring compliance with the provisions of the European Communities (Late Payment in Commercial Transactions) Regulations 2012. It is the company's policy to agree payment terms with all suppliers and to adhere to those payment terms.

### **Accounting Records**

The directors acknowledge their responsibilities under Section 281 to Section 285 of the Companies Act 2014 to keep adequate accounting records for the company.

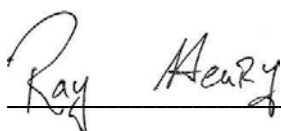
In order to secure compliance with the requirements of the act, a full-time management accountant is employed. The accounting records of the company are kept at the registered office and principal place of business.

### **Acknowledgements**

The Board of Directors would like to thank our CEO, Lisa Molloy and the hardworking team in Head Office and all members from around the country who have given voluntarily of their time and effort to work on our Committees, Regional Committees, Groups and through other activities in 2019/20.

We would also like to thank the wide range of organisations that have engaged so positively with IACP over the last year.

Signed on behalf of the board



**Ray Henry**, Director  
3/10/2020



**Michelle Coyne**, Director  
3/10/2020

# DIRECTORS' RESPONSIBILITIES STATEMENT

for the year ended 30 June 2020

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable Irish law and regulations.

Irish company law requires the directors to prepare financial statements for each financial year. Under the law the directors have elected to prepare the financial statements in accordance with the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council and Charities SORP (FRS 102). Under company law, the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company as at the financial year end date and of the surplus or deficit of the company for the financial year and otherwise comply with the Companies Act 2014.

In preparing these financial statements, the directors are required to:

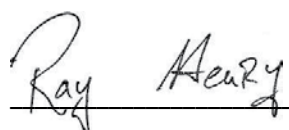
- select suitable accounting policies for the company financial statements and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and surplus or deficit of the company to be determined with reasonable accuracy and enable them to ensure that the financial statements and Directors' Report comply with the Companies Act 2014 and enable the financial statements to be readily and properly audited. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the directors are aware:

- there is no relevant audit information (information needed by the company's auditor in connection with preparing the auditor's report) of which the company's auditor is unaware, and
- the directors have taken all the steps that they ought to have taken to make themselves

Signed on behalf of the board



**Ray Henry**, Director  
3/10/2020



**Michelle Coyne**, Director  
3/10/2020



# Independent Auditor's Report

to the Members of Irish Association for Counselling & Psychotherapy  
Company Limited by Guarantee

## Report on the Audit of the Financial Statements

### Opinion

We have audited the financial statements of Irish Association for Counselling & Psychotherapy Company Limited by Guarantee ("the company") for the year ended 30 June 2020 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and the related notes to the financial statements, including a summary of significant accounting policies set out in note 2. The financial reporting framework that has been applied in their preparation is Irish Law and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Charities SORP (FRS 102).

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 30 June 2020 and of its surplus for the year then ended;
- have been properly prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the company's ability to continue as a going concern.

### Other Information

The directors are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our Auditor's Report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2014**

Based solely on the work undertaken in the course of the audit, we report that:

- in our opinion, the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- in our opinion, the Directors' Report has been prepared in accordance with the Companies Act 2014.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited. The financial statements are in agreement with the accounting records.

#### **Matters on which we are required to report by exception**

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Directors' Report. The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions required by sections 305 to 312 of the Act are not made. We have nothing to report in this regard.

### **Respective responsibilities**

#### **Responsibilities of directors for the financial statements**

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

#### **Auditor's responsibilities for the audit of the financial statements**

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

#### **Further information regarding the scope of our responsibilities as auditor**

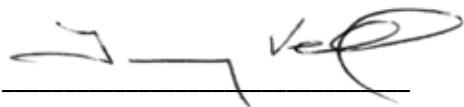
As part of an audit in accordance with ISAs (Ireland), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

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

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

#### **The purpose of our audit work and to whom we owe our responsibilities**

Our report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. 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 Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume any 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.



**Tony Kelly**

05/10/2020

for and on behalf of  
**PKF O'Connor, Leddy and Holmes Limited**  
Statutory Audit Firm  
Century House  
Harold's Cross Road  
Dublin 6W

## Statement of Financial Activities

for the year ended 30 June 2020

		Restricted Funds 2020 €	Unrestricted Funds 2020 €	Total 2020 €	Total 2019 €
	Notes				
<b>Income and Endowments from</b>					
Donations, gifts and legacies	5	-	25	25	25
Charitable Activities	5	68,125	1,318,716	1,386,841	1,312,153
Other activities	5	-	-	-	-
Investment Income	5	-	350	350	1,153
<b>Total Income</b>		<b>68,125</b>	<b>1,319,091</b>	<b>1,387,216</b>	<b>1,313,331</b>
<b>Expenditure On</b>					
Raising Funds		-	-	-	-
Charitable Activities	6	56,069	1,216,442	1,272,511	1,251,739
<b>Total Expenditure</b>		<b>56,069</b>	<b>1,216,442</b>	<b>1,272,511</b>	<b>1,251,739</b>
<b>Net Income</b>		<b>12,056</b>	<b>102,649</b>	<b>114,705</b>	<b>61,592</b>
		-	-	-	-
<b>Transfers between funds</b>					
Other gains and losses	8	-	(15,919)	(15,919)	19,419
<b>Net movement</b>		<b>12,056</b>	<b>86,730</b>	<b>98,786</b>	<b>81,011</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	16	62,071	1,469,977	1,532,048	1,498,360
Movement in reserves	16	-	(31,172)	(31,172)	(47,323)
<b>Total funds carried forward</b>	<b>16</b>	<b>74,127</b>	<b>1,525,535</b>	<b>1,599,662</b>	<b>1,532,048</b>

The statement of financial activities has been prepared on the basis that all operations are continuing operations.

There are no recognised surpluses and deficits other than those passing through the statement of financial activities.

A detailed breakdown of the above items is included in the notes to the financial statements.

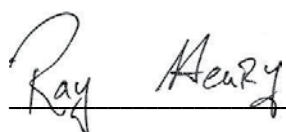
## Statement of Financial Position

as at 30 June 2020

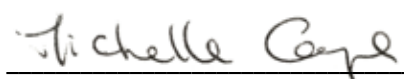
	Notes	2020 €	2019 €
<b>Non-Current Assets</b>			
Intangible assets	11	3,048	8,389
Property, plant and equipment	12	576,780	600,109
		<u>579,828</u>	<u>608,498</u>
<b>Current Assets</b>			
Receivables	13	32,189	42,197
Cash and cash equivalents	20	1,071,281	969,973
Financial assets	21	503,500	519,419
		<u>1,606,970</u>	<u>1,531,589</u>
<b>Payables: Amounts falling due within one year</b>	14	<u>(587,136)</u>	<u>(608,039)</u>
<b>Net Current Assets</b>		<u>1,019,834</u>	<u>923,550</u>
<b>Total Assets less Current Liabilities</b>		<u>1,599,662</u>	<u>1,532,048</u>
<b>Funds of the Organisation</b>			
Designated Reserves	16	971,505	1,002,677
Unrestricted funds	16	554,030	467,300
Restricted funds	16	74,127	62,071
<b>Funds of the Organisation</b>		<u>1,599,662</u>	<u>1,532,048</u>

The financial statements have been prepared in accordance with the small companies' regime.

Approved by the board on 3/10/2020 and signed on its behalf by:



Ray Henry  
Director



Michelle Coyne  
Director



## Statement of Cash Flows

for the year ended 30 June 2020

	Notes	2020 €	2019 €
<b>Cash flows from operating activities</b>			
Surplus for the year		98,313	81,011
Adjustments for:			
Fair value gains and losses		15,919	(19,419)
Finance income		(350)	(1,153)
Depreciation		37,530	38,700
Surplus/deficit on disposal of property, plant and equipment		-	662
		<b>151,412</b>	<b>99,801</b>
Movements in working capital:			
Movement in receivables		(1,217)	(11,303)
Movement in payables		(9,203)	(18,644)
Cash generated from operations		<b>140,992</b>	<b>69,854</b>
<b>Cash flows from investing activities</b>			
Interest received		350	1,153
Payments to acquire intangible assets		-	(9,145)
Payments to acquire property, plant and equipment		(8,862)	(13,528)
Receipts from sales of property, plant and equipment		-	1
Payments to acquire financial assets		-	(500,000)
Net cash used in investment activities		<b>(8,512)</b>	<b>(521,519)</b>
<b>Cash flows from financing activities</b>			
Designated reserve spend in year		<b>(31,172)</b>	<b>(47,323)</b>
<b>Net increase in cash and cash equivalents</b>		<b>101,308</b>	<b>(498,988)</b>
<b>Cash and cash equivalents at beginning of financial year</b>		<b>969,973</b>	<b>1,468,961</b>
<b>Cash and cash equivalents at end of financial year</b>	<b>20</b>	<b>1,071,281</b>	<b>969,973</b>

## Notes to the Financial Statements

for the year ended 30 June 2020

### 1. GENERAL INFORMATION

Irish Association for Counselling & Psychotherapy Limited by Guarantee is a company limited by guarantee incorporated in the Republic of Ireland. Marina House, 11 - 13 Clarence Street, Dun Laoghaire, Co. Dublin, Ireland is the registered office, which is also the principal place of business of the company. The financial statements have been presented in Euro (€) which is also the functional currency of the company.

### 2. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

#### Statement of compliance

This is the first set of financial statements of the company for the year ended 30 June 2020 and have been prepared on the going concern basis and in accordance with generally accepted accounting principles in Ireland and Irish statute comprising the Companies Act 2014 and in accordance with the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland (FRS 102) issued by the Financial Reporting Council and Charities SORP (FRS 102).

#### Basis of preparation

The financial statements have been prepared on the going concern basis and in accordance with the historical cost convention except for certain properties and financial instruments that are measured at revalued amounts or fair values, as explained in the accounting policies below. Historical cost is generally based on the fair value of the consideration given in exchange for assets. The financial reporting framework that has been applied in their preparation is the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council and Charities SORP (FRS 102).

#### Incoming Resources

Income is measured at the fair value of the consideration received of its member's subscriptions and workshops. Services supplied to third parties is measured at the fair value of the consideration receivable, exclusive of discounts and value added tax in accordance with standard terms and conditions.

Income from events is recognised as earned and received.

Income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Income includes donations, gifts, bequests, income from donation of assets and membership income. Membership income is accounted for and deferred on a time basis. Income also includes any grant income received to carry on the charitable purpose of the organisation. This income may be classed as restricted or unrestricted dependant on the conditions included in each agreement.

Grants from governments and institutional donors, are recognised as income when the activities which they are intended to fund have been undertaken, the related expenditure incurred, and there is reasonable certainty of receipt.

Investment income is recognised on a receivable basis. Investment income includes income received on deposits held by the charity and income from any other investments.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided). Income from charitable activities would include income received for events and meetings held during the year.

### **Resources Expended**

Expenditure is recognised when a liability is incurred. Funding provided through contractual agreements and performance related grants are recognised as goods or services supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being an unavoidable commitment.

Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Support costs include those incurred in the governance by the Board of the charity's assets and are primarily associated with constitutional and statutory requirements of managing the organisation.

### **Fund Accounting**

Unrestricted funds are general funds that are available for use at the board's discretion in furtherance of any of the objectives of the charity.

Restricted funds are those received for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose and the restriction means that the funds can only be used for specific projects or activities.

### **Property, plant and equipment and depreciation**

Property, plant and equipment are stated at cost or at valuation, less accumulated depreciation. Cost includes prime cost, overheads and interest incurred in financing the construction of property, plant and equipment. The charge to depreciation is calculated to write off the original cost or valuation of property, plant and equipment, less their estimated residual value, over their expected useful lives as follows:

Land and buildings freehold	- 2% Straight line
Fixtures, fittings and equipment	- 15% Straight line
Computer Equipment	- 33.33% Straight line

The carrying values of property, plant and equipment are reviewed annually for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

### **Receivables**

Receivables are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method less impairment losses for bad and doubtful debts except where the effect of discounting would be immaterial. In such cases the receivables are stated at cost less impairment losses for bad and doubtful debts.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and in hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the Statement of Financial Position bank overdrafts are shown within Payables.

### **Payables**

Payables are initially recognised at fair value and thereafter stated at amortised cost using the effective interest rate method, unless the effect of discounting would be immaterial, in which case they are stated at cost.

### **Employee benefits**

The company provides a range of benefits to employees, including annual bonus arrangements, paid holiday arrangements and defined contribution pension plans.

#### **(i) Short term benefits**

Short term benefits, including holiday pay and other similar non-monetary benefits, are recognised as an expense in the period in which the service is received.

(ii) Defined contribution pension plans

The Company operates a defined contribution plan. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate fund.

**Taxation**

The organisation has an exemption from Corporation Tax from the Revenue Commissioners.

**Foreign currencies**

Monetary assets and liabilities denominated in foreign currencies are translated at the rates of exchange ruling at the Statement of Financial Position date. Non-monetary items that are measured in terms of historical cost in a foreign currency are translated at the rates of exchange ruling at the date of the transaction. Non-monetary items that are measured at fair value in a foreign currency are translated using the exchange rates at the date when the fair value was determined. The resulting exchange differences are dealt with in the Statement of Financial Activities.

**Pensions**

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. Annual contributions payable to the company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Website Costs**

Website Costs are valued at cost less accumulated amortisation.

Amortisation is calculated to write off the cost in equal annual instalments over their estimated useful life of 3 years.

**3. DEPARTURE FROM COMPANIES ACT 2014 PRESENTATION**

The directors have elected to present a Statement of Financial Activities instead of a Profit and Loss Account in these financial statements as this company is a not-for-profit entity.

**4. SIGNIFICANT ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY**

The preparation of these financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

Judgements and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Estimate useful economic lives for depreciation purposes of property, plant and equipment

Long-lived assets, consisting primarily of property, plant and equipment, comprise a significant portion of the total assets. The annual depreciation charge depending primarily on the estimated useful economic lives of each type of asset and estimates of residual values. The directors regularly review these asset useful lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset useful lives can have a significant impact on depreciation and amortisation charges for the period. Detail of useful economic lives is included in the accounting policies.

**Providing for doubtful debts**

The company makes an estimate of the recoverable value of receivables. The company uses estimates based on historical experience in determining the level of debts, which the company believes, will not be collected. These estimates include such factors as the current credit rating of the debtor, the ageing profile of debtors and historical experience. Any significant reduction in the level of customers that default on payments or significant improvements that resulted in a reduction in the level of bad debt provision would have a positive impact on the operating results.

**5. INCOME**

The income for the year has been derived from:

	<b>Restricted 2020 €</b>	<b>Unrestricted 2020 €</b>	<b>Total 2020 €</b>	<b>Total 2019 €</b>
<b>Donations, Gifts &amp; Legacies</b>				
Donations	-	25	25	25
	-	25	25	25
<b>Charitable Activities</b>				
Subscriptions	-	1,190,638	1,190,638	1,114,427
Processing Fee	68,125	24,469	92,594	115,872
Conference/Workshops	-	53,850	53,850	56,301
Publications	-	5,368	5,368	50
Journal Advertising	-	18,000	18,000	21,120
Other income	-	26,391	26,391	4,383
	68,125	1,318,716	1,386,841	1,312,153
<b>Investment Income</b>				
Bank Interest	-	350	350	1,153
	-	350	350	1,153
	<b>68,125</b>	<b>1,319,091</b>	<b>1,387,216</b>	<b>1,313,331</b>

The whole of the company's income is attributable to its market in the Republic of Ireland and is derived from the principal activity of maintaining professional standards of excellence in Counselling and Psychotherapy through education, training and accreditation.

**6. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Restricted 2020 €</b>	<b>Unrestricted 2020 €</b>	<b>Total 2020 €</b>	<b>Total 2019 €</b>
Charitable Activities	56,069	1,216,442	1,272,511	1,251,739
	<b>56,069</b>	<b>1,216,442</b>	<b>1,272,511</b>	<b>1,251,739</b>

**7. OPERATING SURPLUS**

	<b>2020 €</b>	<b>2019 €</b>
<b>Operating surplus is stated after charging/(crediting):</b>		
Amortisation of intangible assets	5,340	5,340
Depreciation of property, plant and equipment	32,190	33,360
Surplus/(deficit) on disposal of property, plant and equipment	-	662
Auditors Remuneration	6,212	6,153



**8. OTHER GAINS AND LOSSES**

	<b>2020</b>	<b>2019</b>
	<b>€</b>	<b>€</b>
Fair value gains and losses are as follows:		
Unrealised Investment (Loss)/Gain	<u><b>(15,919)</b></u>	<u>19,419</u>

**9. EMPLOYEES**

The average monthly number of employees, including directors, during the year was as follows:

	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
Administration	<u><b>15</b></u>	<u>14</u>

The number of higher paid employees are as follows:

	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
€60,000 - €70,000	-	-
€70,001 - €80,000	-	-
€80,001 - €90,000	-	-
€90,001 - €100,000	-	-
€100,001 - €110,000	<u><b>1</b></u>	<u>1</u>

**10. KEY MANAGEMENT COMPENSATION**

Key management includes all members of the Company Management. The compensation paid or payable to key management for employee services is shown below:

	<b>2020</b>	<b>2019</b>
	<b>€</b>	<b>€</b>
Salaries and other short-term benefits	<b>244,035</b>	237,695
Pension costs	<b>16,854</b>	12,304
	<u><b>260,889</b></u>	<u>249,999</u>

**11. INTANGIBLE FIXED ASSETS**

	<b>Website</b>	<b>Total</b>
	<b>Costs</b>	
	<b>€</b>	<b>€</b>
<b>Cost</b>		
At 1 July 2019	16,021	16,021
Additions	-	-
At 30 June 2020	<u>16,021</u>	<u>16,021</u>
<b>Provision for diminution in value</b>		
At 1 July 2019	7,632	7,632
Charge for year	5,340	5,340
At 30 June 2019	<u>12,972</u>	<u>12,972</u>
<b>Carrying amount</b>		
At 30 June 2020	<u><b>3,048</b></u>	<u><b>3,048</b></u>
At 30 June 2019	<u>8,389</u>	<u>8,389</u>

**12. PROPERTY, PLANT AND EQUIPMENT**

	Land and buildings freehold €	Fixtures, fittings and equipment €	Computer equipment €	Total €
<b>Cost</b>				
At 1 July 2019	625,352	83,209	65,028	773,589
Additions	-	492	8,370	8,862
Disposals	-	(844)	(2,140)	(2,984)
At 30 June 2020	625,352	82,857	71,258	779,467
<b>Depreciation</b>				
At 1 July 2019	56,319	61,788	55,374	173,481
Charge for the year	12,520	9,735	9,935	32,190
On disposals	-	(844)	(2,140)	(2,984)
At 30 June 2020	68,841	70,679	63,169	202,687
At 30 June 2020	<b>556,511</b>	<b>12,178</b>	<b>8,090</b>	<b>576,780</b>
At 30 June 2019	569,033	21,421	9,655	600,109

**13. RECEIVABLES**

	2020 €	2019 €
Trade receivables	2,629	3,846
Taxation	2,811	2,562
Prepayments	26,748	35,789
	<b>32,189</b>	<b>42,197</b>

**14. PAYABLES**

<b>Amounts falling due within one year</b>	2020 €	2019 €
Trade payables	22,226	32,749
Taxation	10,599	12,322
Other payables	66	379
Accruals	38,977	12,721
Deferred Subscription Revenue	515,268	550,138
	<b>587,136</b>	<b>608,039</b>

The company is exempt from corporation tax due to its charitable status (registered charity number CHY 6615).

**15. PENSION COSTS - DEFINED CONTRIBUTION**

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Pension costs amounted to €34,887 (2019 - €33,456).

**16. RESERVES**

	<b>Restricted Reserves</b>	<b>Unrestricted Reserves</b>	<b>Unrestricted Designated Reserve 1</b>	<b>Unrestricted Designated Reserve 2</b>	<b>Total</b>
	<b>2020</b>	<b>2020</b>	<b>2020</b>	<b>2020</b>	<b>2020</b>
	<b>€</b>	<b>€</b>	<b>€</b>	<b>€</b>	<b>€</b>
At 1 July 2019	62,071	467,300	600,000	402,677	<b>1,532,048</b>
Surplus for period	12,056	86,730	-	-	<b>98,786</b>
Spend in the year	-	-	-	(31,172)	<b>(31,172)</b>
At 30 June 2020	<u>74,127</u>	<u>554,030</u>	<u>600,000</u>	<u>371,505</u>	<u><b>1,599,662</b></u>

**Designated Reserve 1**

The Board of Directors have determined that the amounts noted in the reconciliation of members funds were transferred to designated reserves to protect the Associations ongoing and future activities from unexpected changes in income, thereby, ensuring the sustainability of the Association's services.

**Designated Reserve 2**

The Board of Directors have determined that the amounts noted in the reconciliation of members funds were transferred to designated reserves and are regarding a three-year plan of expenditure to continue to promote and heighten public awareness of the role and the activities of the Association.

**Restricted Reserves**

The restricted reserves as at 30 June 2020 are in relation to the processing fee income stream of the organisation.

**17. CAPITAL COMMITMENTS**

The company had no material capital commitments at the year-ended 30 June 2020.

**18. CONTINGENT LIABILITIES**

The company had no material contingent liabilities for the year ended 30 June 2020.

**19. EVENTS AFTER END OF REPORTING PERIOD**

There have been no significant events affecting the company since the year-end.

**20. CASH AND CASH EQUIVALENTS**

	<b>2020</b>	<b>2019</b>
	<b>€</b>	<b>€</b>
Cash and bank balances	<b>575,396</b>	474,439
Cash equivalents	<b>495,885</b>	495,534
	<u><b>1,071,281</b></u>	<u>969,973</u>

**21. FINANCIAL ASSETS**

	<b>Listed Investments</b>	<b>Listed Investments</b>
	<b>2020</b>	<b>2019</b>
<b>Cost or valuation</b>	<b>€</b>	<b>€</b>
Opening balance	<b>519,419</b>	-
Additions	-	500,000
Unrealised (loss)/gain	<b>(15,919)</b>	19,419
	<u><b>503,500</b></u>	<u>519,419</u>

The above is an Irish Life investment product. It is a long term investment of at least 5 years and is made up of various types of asset classes.

**22. APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were approved and authorised for issue by the board of directors on 3/10/2020.

# Supplementary Information Relating to the Financial Statements Trading Statement not Forming Part of the Audited Financial Statements

## Trading Statement

for the year ended 30 June 2020

	2020	2019
	€	€
<b>Income</b>	<b>1,386,893</b>	<b>1,312,178</b>
<b>Expenditure</b>		
Wages and salaries	557,206	518,366
Social welfare costs	58,125	55,507
Pension costs	34,887	33,456
Staff training & expenses	22,954	20,218
Rent & rates	35,889	29,882
Workshops & annual conference	124,394	106,574
Committee Expenses	75,995	100,280
Consultancy - Course Accreditation	4,993	11,543
Printing, postage and stationery	13,439	16,710
Membership cards	5,904	13,528
IJCP - printing & postage	62,989	60,787
Advertising & Public Relations	82,479	58,282
Research costs	9,490	22,518
Legal costs	18,408	26,133
Professional fees	21,313	39,418
Bank charges	21,195	20,190
Bad debts	-	-
General office costs	78,141	71,853
Subscriptions	968	929
Profits/losses on disposal of tangibles	-	662
Auditor's remuneration	6,212	6,153
Depreciation	37,530	38,700
Charitable donations	-	50
	<b>1,272,511</b>	<b>1,251,739</b>
<b>Miscellaneous income</b>		
Bank interest	350	1,153
Other gains and losses	(15,919)	19,419
	<b>(15,596)</b>	<b>20,572</b>
<b>Net surplus</b>	<b>98,786</b>	<b>81,011</b>

# APPENDIX 1

## Minutes of the IACP Annual General Meeting October 2019 Saturday 5th October. Killashee Hotel, Naas, Co Kildare.

**Start of Meeting:** 10:00 a.m  
**Chairperson:** Raymond Henry, IACP Cathaoirleach  
**Opening:** Bernie Hackett, Leas Cathaoirleach opened the Annual General Meeting, welcomed all in attendance and introduced Ray Henry, Cathaoirleach. Ray welcomed everyone and went through the Agenda for the day.

### Minutes of the 2019 AGM and Matters Arising:

The minutes were adopted as drafted on the proposal of Philip Brennan and seconded by Geraldine Cooper.

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## The Annual Report and Financial Statements of the Company

The Company Secretary, Bernie Hackett, introduced herself, confirmed there was a quorum for the meeting and presented the Secretary's Report. Ms Hackett confirmed that a working group had been set up to review the governing documents. These were approved at Board level and issued to Members for their input. Ms Hackett advised that the new Company Governing Document would be presented as a Motion at today's AGM for voting.

The Company Secretary reported to Members that we are hopeful to be in a position to report full compliance with the Charities Governance Code within the year 2021. The Governance Code is in place to assist Charitable and Not for Profit Organisations to act in line with best governance practice.

Ms Hackett then went on to provide a brief overview of the makeup of the Board of Directors and the election and re-election process. She encouraged Members to put themselves forward for positions



Ray Henry with Carl Berkeley Memorial Award Recipient 2019 Chris Murphy and his wife Florence



within the various committees and the Board itself.

The Annual Report contains the directors report as well as the report of the auditors on the financial statements.

The re-appointment of IACP Auditors Byrne Curtin Kelly (BCK) Audit and Accounting Ltd., Certified Public Accountants and Statutory Auditors was approved on the proposal of Geraldine Cooper and Margaret Plunkett.

The CEO, Lisa Molloy, welcomed everybody and presented the CEO Report.

The CEO finished by thanking the Board of Directors, all of the voluntary Members on the various Committees, our volunteer Members who assist at various events throughout the year and the staff within IACP.

The Treasurer, Michelle Coyne, introduced herself, thanked the Finance Manager, the F&RM committee, and fellow board members. Michelle presented her Treasurer's report as contained within the Annual Report.

Following this, a questions and answer session on the reports was held.

The Reports and audited Financial Statements were approved as presented on the proposal of Geraldine Cooper which was seconded by Eileen Malone Peeló.

### **Elections:**

Bernie Hackett, Company Secretary, explained the rules and guidelines around voting for the Board of Directors election. (Ray Henry remained as Cathaoirleach and Bernie Hackett remained as Leas Cathaoirleach for the 2nd year of their terms, without needing to be elected).

The ballot papers were collected and removed to a private room to be counted by IACP staff and overseen by the Finance Manager and 2 non-voting members of IACP.



Panel of Speakers at Counselling and Supervision in the US and Ireland Conference 2019

## Motions

### MOTION 1 – AMENDED MOTION TEXT AGREED AT AGM

The Board of Directors seek Members' support to enter into consultation with PSI regarding a reciprocal agreement on supervision and revert to the membership for decision.

**Proposed by:** Gilford D'Souza

**Seconded by:** Jade Lawless

#### Original Motion:

The Board of Directors seek Members' support to enter into consultation with PSI regarding a reciprocal agreement on supervision with PSI and if appropriate, to sign such agreement on behalf of Members.

**Proposed by:** Séamus Sheedy

**Seconded by:** Ray Henry

**Result:** The amended motion was carried

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### MOTION 2

The membership hereby ratify the revised IACP Memorandum and Articles of Association (known henceforth as the IACP Constitution) and the Regulations, Bye-Laws and Standing Orders of the Association as put before the Members.

**Proposed by:** Bernie Hackett

**Seconded by:** Ray Henry

**Result:** The motion was carried

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## Election Results

Following the counting of votes the following Members were elected to the board of IACP:

Michelle Coyne as Company Secretary, Damian Davy, Eamon Fortune, Jade Lawless, Peter Ledden, Geraldine Looney, Izabela Morris, Elizabeth O'Driscoll, and Seamus Sheedy as Directors.



IACP Volunteers at the National Ploughing Championships 2019



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