



Irish Association for Counselling and Psychotherapy

*Irish Association for
Counselling and Psychotherapy Ltd*

ANNUAL GENERAL MEETING
Saturday 22nd March 2014

Annual Reports and Financial Statements
(for the year ended 31st December 2013)



Irish Association for Counselling and Psychotherapy

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ANNUAL GENERAL MEETING

Saturday 22nd March 2014
Radisson Blu St Helen's Hotel, Stillorgan Road, Blackrock, Co Dublin

AGENDA

9:00am – 10:00am	Registration & Tea / Coffee
10:00am – 10:20am	Cathaoirleach's Welcome Official Opening by Cathaoirleach Cllr, Dun Laoghaire / Rathdown Co. Co. Apologies 2013 AGM Minutes & Matters Arising
10:20am – 10:45am	Cathaoirleach's Report Secretary's Report Treasurer's Report National Director's Report
10:45am – 11:15am	Questions & Answers on Reports Approval of Audited Financial Statements
11:15am – 11:35am	Tea / Coffee Break
11:35am – 12:00am	Election of Executive Committee
12:00am – 12:45pm	Motions
12:45pm – 12:55pm	AOB
12:55pm – 2:00pm	Lunch
2:00pm – 2:30pm	IACP Carl Berkeley Memorial Award
2:30pm – 4:30pm	Guest Speaker: Professor Mick Cooper
4:30pm	Close

IACP ANNUAL GENERAL MEETING 2014

Highlights of the day include:

- ◆ **Opening by: Cathaoirleach Cllr, Carrie Smith, Dun Laoghaire / Rathdown Co. Co.**
- ◆ **The Carl Berkeley Memorial Award Presentation**
- ◆ **Guest Speaker: Professor Mick Cooper, Professor of Counselling Psychology at the University of Roehampton**

IACP AGM Voting

Please familiarise yourself with all proposed Motions. Motions and Nominations for the Executive Committee will not be accepted off the floor on the day of the AGM. The deadline for written proposals for Motions and Nominations for the Executive Committee was the 7th of February 2014.

Voting on the Day:

Voting shall be restricted to members, who have been deemed to be accredited by the Company and who have paid the annual membership subscriptions laid down from time to time by the Executive Committee*.

Proxy Voting:

Proxy voting may only be used for voting on Elections and not for voting on Motions.

**As only paid-up Accredited Members can vote, we would remind you that your annual subscription (if you haven't paid already), must be paid before the AGM. There will be a facility for renewing your subscription at registration on the day.*

MOTIONS FOR IACP AGM 2014

Motion 1:

The Executive Committee propose the introduction of Annual Re-Accreditation from January 2016

Rationale:

Having comprehensively researched the proposal to introduce Annual Re-Accreditation (from a Motion to the IACP AGM 2012) the Executive Committee fully supports the proposed move to Annual Re-Accreditation, for the following reasons:

1. **Improved Professional Standards:** Annual Re-Accreditation will lead to better protection for the public. For example, if there is a concern about a particular member this can be raised within a year (rather than waiting five years).
2. **Member Convenience:** Annual Re-Accreditation will simplify the Re-Accreditation process for Members and will eliminate the stress (which some members have highlighted) that can occur when compiling 5 years of Re-Accreditation information.
3. **Cost:** Annual Re-Accreditation will not cost Members any more than the current 5 year renewal process and will not cause the annual membership fees, or application processing fees, to increase.
4. **Administrative and Operational Streamlining:** With technological advances, Annual Re-Accreditation provides the opportunity to streamline and improve the overall Accreditation process for the Association and its Members, thereby increasing efficiency and effectiveness.

Proposed by: **Bernadette Darcy**

Seconded by: **Seamus Sheedy**

Motion 2:

That IACP endeavour to protect its Members and their job opportunities from exploitation by promoting the notion of Counselling / Psychotherapy as a profession.

Rationale:

Just like all other professions, Counsellors / Psychotherapists should expect to earn a salary commensurate with the time, and expense that they have invested in their training. There are many good organisations providing Counselling / Psychotherapy services, however some organisations are exploiting the availability of voluntary Counselling / Psychotherapy. There is a risk that there will be an over dependency on the use of voluntary Counselling / Psychotherapy. There is a need to protect Counselling / Psychotherapy as a viable profession

Proposed by **Annette Comiskey**

Seconded by: **Anne Colgan**

Motion 3:

Restore all proxy voting rights, as heretofore, to Members unable to attend an AGM or EGM.

Rationale:

To reduce the opportunity for a caucus or breakaway group to have an undue influence on an election or ballot and protect the interests of the wider Membership of the IACP in the event of a power struggle.

Proposed by: **Alan O'Dwyer**

Seconded by: **Annette Comiskey**

Motion 4:

That the IACP immediately petition the Government to ensure that the adequate budgets and sufficient funding is allocated to counselling providers. It is essential that our public representatives are aware of the huge levels of distress being experienced by many people, who are unable to access therapy.

Rationale:

Service providers (counselling organisations) are being forced to work without pre-allocated budgets, causing huge problems for centre managers, thus leading to therapists being laid off, to the detriment of their clients, while volunteer colleagues are unaffected. Many voluntary organisations are in crisis and may cease to exist shortly, yet there are long waiting lists elsewhere that will become even longer if action is not taken.

Proposed by: **Philip Brennan**

Seconded by: **Annette Comiskey**

NOMINATIONS FOR THE EXECUTIVE COMMITTEE 2014


CATHAOIRLEACH — BERNIE DARCY

Bernie Darcy graduated from the Tivoli Institute, Dun Laoghaire, in 2002 with a Diploma in Counselling and Psychotherapy and has worked in private practice since then. She has served on the following IACP sub-committees: the South East Regional Committee, the Complaints Committee, the Standards Committee and the Strategic Planning Committee. Bernie is going forward for her fifth year on the IACP Executive Committee.

Proposed by: Séamus Sheedy Seconded by: Angela Corcoran Mahon


LEAS CATHAOIRLEACH — MOIRA SHARKEY

Integrative Psychotherapist and Supervisor. Self-employed in Private Practice. Employed by several EAPs. School Counsellor. Volunteer with CRUSE Bereavement Care. Several thousand hours' clinical practice with particular expertise in: Attachment, loss and bereavement. Trauma, in particular sexual abuse trauma including several thousand hours' experience working with adult survivors of sexual abuse. Also life threatening trauma, accidents, assault, illness and violence, Childhood Trauma / Developmental Trauma, Solution Focused/Brief Therapy with a number of EAPs, Group work – therapeutic group work facilitating and co-facilitating a range of client groups.

Proposed by: Angela Corcoran Mahon Seconded by: Denis O'Connor

NOMINATIONS FOR THE EXECUTIVE COMMITTEE 2014 (ctd.)

Eileen Finnegan

Proposed by: Moira Sharkey

Seconded by: Marianne Gurnee



Eileen is the Clinical Director at One in Four, where she has been employed since 2005. She has over 20 years of experience working as a psychotherapist in a variety of settings. During the past eight years she has worked with individuals who have been impacted by sexual violence. The work involves offering support to victims, offenders and families of both. Prior to joining One in Four Eileen worked in private practice and with Family Resource centres. She is noted for having developed Circles of Friends, a specialist intervention programme for children who have experienced trauma within their families. This programme was introduced by Eileen to similar organisations in Croatia. Over the past twenty years she has achieved Diplomas in Integrative and Humanistic Psychotherapy, Child and Adolescents Psychotherapy, Gestalt Therapy, Sensory Motor Trauma Training, Mediation and Conflict resolution. Additional qualifications: Post Graduate certificate in A.T.S.O. (Assessment and Treatment of Offenders) from Leicester University, Restorative Justice, and Specialist training in Attachment Theories. She is currently studying for a MSc in Liverpool University in 'Forensic Psychology and Criminal Investigation'. Eileen is licenced to use the STATIC99R, STABLE and ACUTE 2007 and the SOAP108 Case Formulation Planning, following her training with the Justice Institute of British Columbia.

Attracta Gill

Proposed by: Bernie Darcy

Seconded by: Angela Corcoran Mahon



Attracta has been in private practice as a Counsellor and Psychotherapist in Naas since 2004. She initially trained in Psychodynamic Counselling & Psychotherapy with the Tivoli Institute and followed this with a MA in Humanistic and Integrative Psychotherapy from the University of Limerick specializing in Gestalt and Existential Psychotherapy. She spent a further 5 years training internationally in Switzerland with Dr. David Boadella in Biosynthesis Body Psychotherapy. Attracta is an experienced 3rd Level Psychotherapy Educator and is committed to raising Educational and Practice Standards for our profession. She has served on the Executive Committee for the previous 2 years.

Angela Corcoran Mahon

Proposed by: Marianne Gurnee

Seconded by: Eileen Finnegan



Angela Corcoran Mahon is an accredited Counsellor and Supervisor working with individuals and groups in Laois and Offaly. Since 2003 she has gained extensive experience working with children and adolescents in her work with the Department of Children and Youth Affairs 'School Completion Programme'. Angela joined the IACP Executive Committee in March 2012 and the Supervision Committee in June 2012.

NOMINATIONS FOR THE EXECUTIVE COMMITTEE 2014 (ctd.)

Marianne K. Gurnee Proposed by: Angela Corcoran Mahon Seconded by: Moira Sharkey



Marianne trained as a Clinical Social Worker/ Psychotherapist in New York and moved to Ireland almost 8 years ago. In the U.S. Marianne worked for large mental health organisations and child guidance centers, enjoying her role on multi-disciplinary teams. She also worked in Cork before moving to West Waterford, where Marianne now practices privately and contracts with local schools and the HSE. Marianne's particular interest lies in working with adolescents and families and she has developed prevention and treatment programmes for at risk youth. Marianne has served on the Executive Committee for the last four years and as the representative for the European Association for Counselling for the last two years. She participated in the development of the latest IACP strategic plan and would like to continue working on the promotion of high standards and regulation for the counselling profession. Marianne also served on the Southern Regional Committee for six years. Before becoming a licensed therapist, Marianne worked in business/international banking. Marianne is also a qualified social worker.

Marina Sweeney Proposed by: Moira Sharkey Seconded by: Séamus Sheedy



Marina is an IACP accredited counsellor/psychotherapist and supervisor and has been for many years. She has served on several IACP committees over the years and has been chair of the Northern Ireland committee for many years, until this year. Marina was a worthy recipient of the Carl Berkley award and is devoted to the professionalism and practice of counselling and psychotherapy in Ireland generally and more specifically in the North West of Ireland. For decades Marina has been involved in the design and delivery of counselling programmes in a number of learning institutions. She has the experience of serving on a number of committees and professional bodies related to counselling and psychotherapy and will bring all this experience and knowledge to the executive committee. Marina is a practicing counsellor/psychotherapist and supervisor and has thousands of hours of practice in both.

Olive Bourke Proposed by: Bernie Darcy Seconded by: Maggie Cox



Olive Bourke is working as a psychotherapist and supervisor in private practice. She is a trainer in Turning Point Training Institute. In the early 1990s Olive worked as a facilitator in a group programme for the separated and bereaved. She subsequently brought a Young Adult version of this programme from the US. Olive trained in psychosynthesis in Eckhart House and completed a Diploma in Counselling and Psychotherapy at the Tivoli Institute. She continued her professional training with an Intensive Diploma in Gestalt Therapy, a Gestalt Supervision course, and a one year training programme in assessing and treating sexual offenders with J. Sullivan, Lucy Faithful Foundation, UK. Olive served on the Governing Body of IAHIP as Honorary Secretary and eventually as Chair.

Maggie Cox

Proposed by: Olive Bourke

Seconded by: Gearoid Manning



Maggie began her counselling career in Accord as a trainee counsellor in 1987 and completed her initial training in the Harcourt Street Centre and in All Hallows in 1988. Over the next ten years in Accord Maggie graduated through Advanced Training in Counselling Skills, in Sexuality, and in Supervision. As well as counselling clients, Maggie supervised counsellors and group facilitators in both group and individual settings. In 1993 Maggie trained as a Tutor for Accord. Since 1999 Maggie has worked in private practice, accredited by the IACP as a therapist in 2000 and as a supervisor in 2001. In 2005/2006 Maggie completed a postgraduate course in Group Counselling and Psychotherapy. Today Maggie works with clients in counselling and psychotherapy such as adult survivors of abuse, relationship difficulties, grief and loss and sexual identity. Supervision work is both one-to-one and Group, with student therapists and accredited counsellors and supervisors. Since 1999 Maggie has also worked as a trainer and has taught many courses and workshops in counselling and supervision, in such institutions as TCD, DCU, All Hallows and Maynooth. Currently Maggie is working as a tutor in Turning Point Training Institute. In the IACP Maggie has served on the Accreditation and Standards Committees and currently is a member of the Supervision and Complaints Committees.

Eugene McHugh

Proposed by: Patricia Ashe

Seconded by: Catherine Tierney



Eugene is a Counsellor and Psychotherapist in private practice, Wicklow Counselling Services, in Bray, Co Wicklow. Eugene qualified as a counsellor from Institute of Creative Counselling and Psychotherapy (ICCP). He later completed a BA (Hons) in Integrative Counselling and Psychotherapy in the Institute of Integrative Counselling and Psychotherapy (IICP) and Addiction Studies with NUI Maynooth. With an interest in Body Psychotherapy and PTSD he has undertaken training with Babette Rothschild in working with PTSD. He also completed a Post Grad in Integrative Body Psychotherapy and is working at becoming an accredited Practitioner in the Hakomi Method of Body Psychotherapy. Eugene has extensive knowledge of working at National Level at a voluntary level with a major youth organisation. He has a background at management level of a large semi state organisation before he availed of early retirement.

Sheila Haskins

Proposed by: Bernie Darcy

Seconded by: Sally Griffiths



Sheila Haskins works in private practice as a Counsellor and Psychotherapist in Gorey, Co. Wexford. She holds a B.A. (Hons) in Counselling and Psychotherapy from Dublin Business School. At present Sheila is in her final year studying for a M.A. in Sexuality Studies in DCU.

Cathaoirleach's Report AGM 2014

Dear Members,

It is five years since I first sat at the Executive table of the IACP. The position of Cathaoirleach has been an honour and a privilege to hold. Once I took up the position I was overwhelmed and excited. As I look back over the past two years they have been remarkable. What most comes to mind is the people I have met and the goodwill, vibrancy and commitment they bring. As Helen Keller says "The world is moved along, not only by the mighty shoves of its heroes, but also by the aggregate of tiny pushes of each honest worker."

Many notable occasions and developments for the organisation come to mind as I reflect over the two years:

- The IACP position paper on Statutory Regulation and the difference between Counselling and Psychotherapy
- The development of our second Strategic Plan
- Development of our Education standards – in collaboration with our 18 Accredited Courses and research at International level we have started to work towards all our Accredited Courses being at Level 8 in order to comply with statutory regulations, so that anybody in the future who sets themselves up as a Counsellor / Psychotherapist in this country will have the appropriate qualifications
- Through this we have built strong international relationships with partner organisations such as the International Association for Counselling (IAC), the British Association for Counselling and Psychotherapy (BACP), the Canadian and American Associations (CCPA and ACA) and the European Association for Counselling (EAC). Raising the IACP's profile and IACP attendance at major public events such as Electric Picnic, the National Ploughing Championship and the Over 50s show. All of this helps promote the work of IACP Members
- The successful free seminars on topics of interest to members such as taxation and the law
- The new IACP website
- The work of the Research Committee and the co-hosting of the BACP Research conference in the UK in May and the first IACP Research Conference, in Dublin last October.
- Our newly designed edition of *Éisteach*, which was produced with the great effort of the Editorial Board and staff members
- The independent review of the IACP's Governance and Structure by Boardmatch Ireland

My sincere thanks for the support and guidance I have received from all as I finish my five year term on the Executive Committee and the past two years as Cathaoirleach. Our aim is to continue the commitment to excellence. I invite and encourage more of you, our Members, to be involved. Details of committees seeking Members are on the website. As happens at every AGM, the current Executive Committee will step down, four members will step down for good as others stand for re-election. A new Executive will be elected to lead the organisation for the following year. To Bernie Darcy and her new team I offer my best wishes.

Séamus Sheedy, Cathaoirleach

Treasurer's Report

Dear Members,

The Financial Statements for 2013 have been prepared by our Auditors, Byrne Curtain Kelly (BCK), and they show that the IACP's Financial year has ended with a surplus for 2013. There has been good growth to our revenues in 2013, mainly through an increase in membership numbers. This is very encouraging for the IACP as we move into the first phase of our new Strategic Plan.

The IACP continues to manage its expenditure in a prudent manner and in the best interests of its members, and to this end the following took place during 2013:

- The Finance Committee met regularly
- Management Accounts were prepared monthly for approval at these meetings
- Independent verification by the Treasurer of bank balances presented in these accounts
- The IACP continued to seek best value for all services supplied.

Following on from the motion passed by Members at AGM 2012, in relation to electronic communication instead of post where possible, the IACP has achieved further cost savings in 2013 in both costs for printing and for postage.

2013 was a very busy year in our search for a suitable property to serve as a permanent home for the IACP Head Office. The IACP management staff viewed at least twenty properties in person where there was a good possibility of finding something suitable, and also researched many more in papers and online that, unfortunately, did not merit visiting after closer inspection. However, on our Auditor's advice, we are transferring a further €125,000 to our Building Reserve Fund, which will leave a balance in the fund of €625,000.

Finally I wish to extend my sincere thanks to each member of the Finance Committee - our National Director, Naoise, our Accountant, Martin, our Office Manager, Carol, and all the Staff at the office in Bray for the patience, support and courtesy that they have extended to me during the year. As I step down from the committee this year, I wish the new Treasurer best wishes for the years ahead.

Michael Chambers, IACP Treasurer

REGIONAL REPORTS

DUBLIN REGIONAL COMMITTEE

We would like to thank the former Chairperson Larry Breheny and Co-Chairperson Fintan Davitt for their contribution to the work of the committee in 2013. A special thank you to Catherine Murphy who fulfilled the role of Chairperson during the transition. In December 2013 Gillian Demurtas accepted the nomination for the position of Chairperson and serves with the dedicated committee members; Catherine Murphy, Richard Bury, Sheila Doran, James Mc Donagh and our newest member Ejiro Ogbevoen.

In 2014 the committee will endeavour to engage with our members to deliver quality CPD material which will fulfil the need for cutting edge, relevant and expert workshops. Topics will range from Object Relations, Mindfulness in Treating Complicated Grief and the Neuropsychology of Attachment.

The committee is actively involved with the IACP to bring the work of the IACP Members to the wider Dublin region. It is our hope that through the promotion of the highest standards of training through the committees workshops that we may exemplify the members commitment to providing ethical and professional care to those who seek our support.

We would like to extend our gratitude to the IACP members who have supported our work in 2013 and to thank Deirdre Browne and Shane Kelly for their guidance. We wish all of our IACP colleagues continued success and fulfilment for the coming year.

Gillian Demurtas, Chairperson

WEST/NORTHWEST REGIONAL COMMITTEE

Chairperson: Geraldine Gilroy. Vice Chairperson: Allen Gilhooly. Secretary: Patricia Hannan and Marie Egan. Treasurer: Padraic O' Doherty. Committee Members: Hugh Bennett, Ellen Finnerty, Maire Ni Dhomhnaill.

The West/Northwest region comprises of Mayo, Sligo, North Leitrim and Donegal.

Activities of our Committee over the past twelve months include:

The Chairperson met with Naoise Kelly, National Director in May, 2013 to discuss how IACP could support the West/Northwest Region.

In April 2013 the committee organised a workshop on "The Implications of the New Children's First Guidelines on Risk Management and Child Protection in the context of Therapy with Adults." The workshop was delivered by Dr Tom Mc Grath. It was fully booked and the feedback we received was positive.

We had our AGM in October, 2013. We were privileged to have Maire Ni Dhomhnaill, Co-ordinator of The Mayo Suicide Liaison Project as our guest speaker. Maire spoke about the excellent work of The Mayo Suicide Project in supporting those bereaved by suicide.

We held our first regional committee meeting of the year in Claremorris, Co. Mayo.

We intend to have open meetings in our region and to move around the region to encourage members to attend. So far we have met in Sligo, Boyle and Claremorris.

Regional members have expressed strong concerns to the committee about the HSE decision to recruit Counsellors and Psychotherapists to offer sessional counselling to patients who have a medical card. Counsellors and Psychotherapists were invited to interview only if they held a primary qualification in Nursing, Social work or another health related qualification. We voiced our concerns at the National Executive meeting.

The Chairperson attended the "Sports Aiding Mental Health" Conference in Ballybofey at the end

of May. Information leaflets explaining Counselling and Psychotherapy produced by the IACP were displayed for the attendees to read.

The Chairperson and Vice Chairperson attended the National Regional Committee meeting in September, 2013.

In December 2013, our committee had an information stand at a seminar in Carrick-on-Shannon entitled "Communities Combatting Suicide Together".

We also had an IACP information stand at the recent "Positive Minds and Suicide Prevention Seminar" which took place in Sligo this January.

We represented our members at every opportunity at National Executive meetings this year. At these meetings we inform the National Executive of the concerns of our regional members and make proposals to promote IACP accredited counsellors in our region.

Our first workshop of 2014 is a free workshop to IACP members and it is entitled: "Lesbian, Gay, Bisexual, Transgender Awareness Training". It is to be held on February 22nd in The Family Centre, Castlebar, Co. Mayo.

With the All-Ireland Fleadh Cheoil being held in Sligo from August 10th to August 17th, 2014 we are exploring how we can promote counselling and psychotherapy and the IACP as upwards on 400,000 visitors will descend upon Sligo for this major cultural event.

I want to remind members that they can email us with ideas or queries to westnorthwestregion@iacp.ie. I would like to thank all our committee members for their commitment and efforts throughout the past year.

Geraldine Gilroy, Chairperson

SOUTH EAST REGIONAL COMMITTEE

2013 was a busy year again for our committee. We have worked to represent the members of the region as best we could. On behalf of the region we attended National Executive meetings and a meeting of the regional committees held in Athlone.

Our committee meetings throughout the year were held both in Kilkenny and Wexford to facilitate the members and we took the opportunity to meet in some of the places where some of our members are working such as the Ayrfield Medical Centre and the Fr McGrath Centre in Kilkenny and "It's good to talk" in Wexford.

The committee organised a number of workshops throughout the year – notably a two day workshop entitled "Conversations within and between – Internal Family Systems" presented by Rosemary Watkins. This workshop was fully booked and very well received.

The committee put a lot of work into arranging the workshop that followed our AGM on the topic of Child Protection. The panel members that spoke were very experienced in their respective fields and we were delighted to have them. They also participated in a lively Q&A session on the day.

Perhaps as a sign of the times we are currently living in, two other workshops throughout the year had to be cancelled due to lack of bookings.

Finally, and by no means last, I want to thank my fellow committee members - Clair Bel-Maguire, Catherine O'Donohoe, Ciara Doherty, Elinor Mountain and Teresa Walsh who had disappointments with workshops being cancelled after so much work was put in to arranging them and yet they turn up month after month to attend meetings and represent you – the Members.

Tony Freegrove, Chairperson

MIDLANDS REGIONAL COMMITTEE

At our AGM Christine Moran stepped down as Chairperson.

The AGM endorsed the nine members voted onto the committee and at the first convened meet of the new committee the new officers were elected.

The Committee is as follows: Ray Henry: Chairman, Liz Sugar: Secretary, Berni Brady: Vice Chairperson, Ailish McDonough: Treasurer, Katrina Jones: PRO, Christine Moran, Tom Moran, Caroline Singh, Patricia Gallagher.

The meeting was delighted to welcome National Director, Naoise Kelly, and National Executive Committee member Angela Corcoran Mahon. Naoise gave a talk on a broad number of issues of importance to the IACP and both he and Angela took questions from the floor. Many of the attendees at our regional AGM were drawn from the very successful Networking evening held a short period in advance of the AGM. Also the presence of Angela at the meeting underlined the importance and value of an executive member attending regional AGMs.

2013 was a very successful year for the Midland Region.

Over the year the committee held the following: six committee meetings, two Networking meetings, one Workshop on CBT.

Due to the very successful Social evening organised by the Midland Regional Committee on the evening prior to the National AGMs of the previous two years they were asked to organise the social evening on the eve of last year's AGM. This proved to be another very enjoyable event and full credit to our regional members who gave of their time to deliver on this task.

The two Networking evenings drew large crowds where light refreshments were served and a very enjoyable evening was had by all.

The large attendance at the workshop on CBT again underlines the interest which CBT commands among IACP members as people travelled from Kerry, Castlebar, Wicklow and Donegal among other areas to participate at this event.

The Midland committee put to the Executive committee at its September meeting a proposal for the region to hold a number of CBT presentations which would qualify for a cert in CBT. No decision to date has been made by the executive on this matter. We do intend to pursue the subject further with the executive at a later date.

I would like to thank the executive for the support they willingly give to our committee and would also like to thank the midland committee for the commitment they have voluntarily given to the IACP.

Ray Henry, Chairman

SOUTHERN REGIONAL COMMITTEE

We as a committee met eight times during the year discussing items and organising workshops. We held our first workshop on the 20th of April on "Sexuality", by Josephine O Halloran. In June, "Addiction and the family" by Pat Coughlan, "Motivation Interviewing" by Larry O Reilly and Child Protection at our AGM by Tom McGrath. There was good feedback from all the workshops. The AGM was well attended and good interaction from floor especially on child protection issues and prevalent questions and discussion. The new accredited members were congratulated by the committee and the officer of Chairperson was elected for the coming year as well as vice chairperson. Marianne represented the committee at the executive meetings over the year.

We said good bye to Liz our chairperson, Eileen and Marianne wished them well and thanked them for their commitment to the committee.

Pat Coughlan, (Chairperson)

NORTH EAST REGIONAL COMMITTEE

2013 was a very busy year for the North Eastern Regional Committee meeting once a month and putting on interesting and informative workshops and talks for its members and for counsellors in our region.

Our AGM for 2013 was held in Navan on 7th December and we were delighted with the high turnout. Our committee is made up of the following Miriam Divilly, Jo Devlin, Sean McKiernan, Aine Duffy, Paul Plummer, Nuala McGovern, Carmel Carey, Carmel Gavin and myself, Eileen Mulcahy and, although some of our members who have been with us since the beginning have stepped down we are pleased to welcome Paul Dolan and Finola McDonald to our new committee.

We were fortunate to have our Cathaoirleach, Séamus Sheedy attend our AGM. He was a great asset to our morning and spoke of how the organisation is growing and moving forward in a professional and transparent manner. He was available to answer questions from the floor.

Dundalk Outcomers facilitated a Sexual Orientation Awareness at our AGM which was extremely well attended and very worthwhile and opened up the possibility of even more intensive training in the future.

Some of our members use their skills to bring nurturing to the committee in the form of meditation sessions and helping to impart their knowledge for our benefit - i.e. teaching skills around dealing with trauma which we can use with our clients.

In June we ran an art therapy workshop which was facilitated by a Canadian professional couple - Philip Cheifez who is a psychiatrist and psychoanalyst and his wife Sharon Mintz, art teacher and therapist. This workshop was well attended especially as it was carried out in June when people would normally be on holidays.

As domestic violence has been in the news around the country this year with several incidents of murder/suicide it was felt that it would be worthwhile to run a workshop around this. We organised Don Hennessy to facilitate some training on Male Intimate Abuse but unfortunately we had to cancel this due to lack of numbers. We still believe that this training would be most helpful to our members who are faced with many types of abuse issues being brought into their therapy rooms.

As part of our professional development, I attended the second National Regional Committee Meeting in Athlone on 18th October. These meetings provide invaluable assistance and networking between our committees and from same we have devised a "Who We Are" leaflet which we will be rolled out soon. We were greatly assisted by the South Eastern Regional Committee who created the leaflet for their members.

We wish all our fellow regional committees and our own members all the very best for 2014.

Eileen Mulcahy, Chairperson (2013)

SUB-COMMITTEE REPORTS

SUPERVISION COMMITTEE REPORT:

Greetings from the Supervision Committee for 2014.

The Supervision Committee appreciates the level and the quality of training, standards and expertise of Supervisors in recent years.

Ireland has increased in appreciation and quality of the Supervision profession with courses and degrees in Supervisory practice. IACP look forward in the near future to the accreditation of Supervision training.

The role of the Supervision Committee and the IACP office is the accreditation and renewal of Supervision applications. The Supervision Committee is also available to its members for any queries regarding the practice and standards of Supervision. We continually update the website and supply as much information as possible for Supervisors.

This year Éisteach published some of the Supervision information from the website in order to respond to the many queries received. It has been the focus of 2013 to explore ways of keeping clear information available to new Supervisors and accredited members.

Supervision Forums

Supervision forums throughout the year are now a successful part of the support and development of the Supervisory practice. The forums also provide a helpful input toward CPD for Supervisors.

We would like to thank the facilitators of the Supervision forums who give their time freely.

The Supervision Committee 2013

SUPERVISORS' FORUM ORGANISING COMMITTEE:

Chairperson: Philip Brennan

Vice Chairperson: Helen Crilly

Secretary: Eileen Kelly

Treasurer: Joe Heffernan

Committee Members: Mary Lyng, Christine Hogan, Joan McKenna, Ann McDonald, Frances Larkin, Patricia Farrell

The Supervisors' Forum Organising Committee was formed to provide for the professional development, support and networking needs of the IACP accredited supervisor membership. The committee met regularly throughout the year and has liaised with the regional committees and the Dublin Workshop Group in order to help facilitate and organise supervisor forum meetings in the regions. The attendance and quality of the meetings has been excellent. They have been interesting, informative and a valued shared learning space.

Workshops on legal issues proved to be very educational for many supervisors and the committee is committed to providing further interesting, informative and stimulating meetings into the future.

The supervisor's forum has always been a place of shared learning and development. The Supervisors' Forum Organising Committee is committed to maintaining this valued space.

Philip Brennan, Chairperson

EDITORIAL BOARD:

The Editorial Board, usually made up of six to eight volunteers, meets around six times a year. Its primary function is to review and assess articles, workshop and book reviews and letters (emails) submitted for publication in the IACP journal Éisteach. Minutes are taken at each meeting. A copy of the Minutes of meetings is sent on to IACP Head Office.

2013 was a busy year for the Editorial Board. There were a number of changes in the membership of the Board. Apart from the regular work of the Board - preparing and editing Éisteach - a significant amount of time was given over to preparing for the launch of Éisteach in its new format. A lot of

time, energy, and effort was put in by Board members and staff at Head Office, the result of which was the new format appearing in the Winter 2013 edition. Feedback on the new format to date is both encouraging and positive.

The Editorial Board continues to encourage IACP Members to become more involved in submitting material for publication. Presently, as the recent survey showed, only ten percent of the membership have ever contributed an article to the publication. Let's try and boost this percentage in 2014.

Mike Kelly, Chair Editorial Board

COMPLAINTS COMMITTEE:

Committee Members: Derek Hanrahan (Chair), Claire Missen, Breda Butler, Maggie Cox, Bernie Darcy, Gearoid Manning and Margaret Chambers

Extern: Mr Joe Cahill

The committee investigates complaints made against IACP Accredited Members, be they Counsellor/Therapists, Supervisors, Trainer/Tutors etc. This year we received eleven complaints, six less than 2012. Not all complaints received progress to being investigated. For example it may not be within the committee's remit or may not be pursued by the complainant. All complaints received are examined to determine the appropriate course of action.

Common areas of complaint involve counsellors' lack of ethical awareness and clarity regarding contracts. A lapse in clinical judgement, poor level of assessment at intake, and practitioners straying outside their area of competence are also common sources of complaint. A complaint can be an opportunity for clinicians to learn from the experience rather than seeing the complaint as something to be rigorously defended against. Supervisors, course trainers and tutors take note.

We would welcome queries and encourage members to familiarise themselves with IACP Complaints Procedures which can be accessed on the IACP website.

2013 Statistics:

Complaints carried over from 2012:	5
New Complaints received 2013:	11
Complaints Investigated:	4
Complaints not within our remit:	2
Complaints withdrawn or not pursued:	2
Other	3
Investigations completed:	5
Complaints upheld:	0
Complaints not upheld:	3
Complaints carried over to 2013:	5

The IACP Complaints against Courses Committee, a sub-committee of the Complaints Committee, covers complaints against IACP Accredited Courses. This committee is convened when a complaint is received. The IACP is at present drafting new procedures for dealing with complaints involving training courses.

I would like to acknowledge the commitment, long hours and attention to detail given by the members of the committee. We would like also to acknowledge the very essential administrative support provided by IACP staff.

Colin Fallon and Breda Butler's tenure on the committee have come to an end and we thank them for their valued contributions to the work of the committee. The committee welcomed Margaret Chambers onto the committee.

I will step down as Chair which will be taken up by Gearoid Manning in January 2014.

Derek Hanrahan outgoing Chair and on behalf of the Complaints Committee



ACCREDITATION COMMITTEE

There were a total of 516 applications received in 2013 and these included 226 First-Time Accreditations, 257 Five-Year Renewal Accreditations and 33 seeking Inactive Accredited Membership. 207 First-Time Accreditations were approved and 7 were declined. 243 Five-Year Renewal Accreditations were approved, including 20 who were approved for 12 months with conditions and 1 application was declined. Of the 33 applications for Inactive Accredited Membership 28 were approved and 5 were declined. There were 12 incomplete applications for First-Time Accreditation and 3 incomplete applications for Five-Year Renewal of Accreditation.

The committee acknowledge the high calibre of applicants for both First-Time and Five-Year Renewal of Accreditation. We consider this both a very important and encouraging trend for the future of IACP and the profession of Counselling and Psychotherapy as a whole.

We are mindful of the need to process applications more quickly and will be focusing on this during the coming year. We would ask members to ensure that applications are completed fully and clearly and that the rules regarding supervision are adhered to.

Committee members who retired this year were Gina O'Sullivan, Attracta Gill, Maggie Cox and Kevin Gallagher, and we would like to acknowledge their contribution to the work of the committee. Kevin Gallagher was Chairperson of the committee for the past two years and we would like to thank him for his work in this role. Sadly our Committee Member Tom Earley passed away in February this year after a short illness. We would like to acknowledge his work on the committee and offer our sincere condolences to his family and friends.

David Carrick was elected Chairperson and new members to the committee include, Kimberly Fitzgerald, Edwina Fitzpatrick and Paul Sadlier.

Chairperson: David Carrick

CONTINUING PROFESSIONAL DEVELOPMENT (CPD) COMMITTEE

CPD committee members: Margaret Plunkett (Chair), David O Regan, Patricia Ashe, Peter O' Neill. This group had its first meeting in June 2013 and have met four times since then.

CPD is essential for the profession, to maintain and preserve the integrity of the Counsellor. Continuously educating oneself demonstrates commitment to the importance of CPD and the profession as a whole.

There are two parts to the work of this new committee. Firstly to review the current system with a view to making CPD simple, measurable and verifiable, and working with the Accreditation, Supervision and Executive Committees to implement a new updated system. Secondly, once the new system is in place, to evaluate it and continue to keep up to date with best practices and developments of CPD.

Aspects of CPD the committee are reviewing

- Provision of high quality CPD to members
- Research CPD requirements for members
- Defining CPD requirements
- Development of a new CPD Log
- Relevance of CPD to Counsellors discipline
- Outcomes for non compliance

Margaret Plunkett, Chairperson-CPD Committee

DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

Company Information

Directors: The following directors have held office since 1 January 2013:

- Séamus Sheedy
- Keith Brennan
- Michael Chambers
- Bernie Hackett (Resigned 23 March 2013)
- Bernadette Darcy
- Eileen Finnegan
- Marianne Gurnee
- Attracta Gill
- Angela Corcoran Mahon
- Eoin Stephens (Director up to 23 March 2013)
- Moira Sharkey (Appointed 23 March 2013)
- Denis O'Connor (Appointed 23 March 2013)
- Olive Bourke (Appointed 23 March 2013)

Secretary	Keith Brennan
Company Number	194640
Charity Registration Number	CHY6615
Registered Office	21 Dublin Road, Bray, Co. Wicklow
Auditors	Byrne Curtin Kelly, Verschoyle House 28/30 Lower Mount Street, Dublin 2
Bankers	Bank of Ireland (Dun Laoghaire) Dun Laoghaire, Co. Dublin Allied Irish Bank (Bray) 107/108 Main Street, Bray, Co. Wicklow Ulster Bank (Blackrock) Main Street, Blackrock, Co. Dublin
Solicitors	Keith Walsh Solicitors 8 St. Agnes Road Crumlin Village



**Directors' Report
for the year ended 31 December 2013**

Principal activities and review of the business: Established in 1981, the IACP identifies, develops and maintains professional standards of excellence in counselling and psychotherapy through education, training and accreditation. The IACP serves the public and its Members by promoting effective, evidence-based Counselling and Psychotherapy. The IACP is a registered Charity representing over 3,700 members.

IACP Achievements 2013:

Strategic Planning:

Publication of the IACP Strategic Plan 2014-2017 involving:

- An in-depth analysis of the outcomes of the previous Strategic Plan (2010 - 2013).
- An examination of the external environment in which the IACP operates.
- A scope of the activities of other National and International Associations.
- A detailed survey of IACP Members (700 respondents).
- An internal review of IACP operations.
- Consultation with IACP committees.
- Monthly strategic planning meetings and workshops.

Successful Implementation of Strategic Plan Goals for “Year four” (2013) including:

- Establishment of stronger connections with other National and International Counselling and Psychotherapy organisations.
- Tender process for IACP Governance Review completed.
- Development of phase 1 of online membership Application Facility.
- Scope of potential income streams conducted.
- Updating of IACP Volunteer Policy.
- Provide workshops/seminars regarding professional practice.
- Provide training and support to Voluntary committee members.
- Continued to raise the IACP’s profile both nationally and regionally.
- Re-designing and enhancement of Éisteach quarterly Journal.
- Continued push for Statutory Regulation and engagement with the Psychological Therapies Forum.
- Maximize the use of the IACP website and digital media.

Statutory Regulation: IACP continued to lead the call for Statutory Regulation. Activity in 2013 included:

- Publication of the IACP position paper: “Statutory Regulation and the difference between Counselling and Psychotherapy”.
- Representation on the Quality and Qualifications Ireland (QQI) award standards in Counselling and Psychotherapy panel.



**Directors' Report
for the year ended 31 December 2013**

- IACP Submission made QQI on the QQI Award Standards in Counselling and Psychotherapy.
- Participation in the QQI Award Standards in Counselling and Psychotherapy Public Forum.
- Meetings with HSE Directors about current and future HSE recruitment policies for Counselling.
- Continued participation in the Psychological Therapies Forum including contributions to both the plenary and all working group meetings.
- Development of the scope and work of the IACP Working Group on Statutory Regulation.
- Correspondence with both Ministers (Health / Mental Health) including requests for the regulation of Counselling and Psychotherapy under the Health and Social Care Professionals Act.
- Included the call for Statutory Regulation within all IACP public relations activity.

Public Relations / Organisational Profile:

A high level of activity took place around raising the Association’s profile including:

- Monthly press releases to all print media – National / Local.
- Targeted advertising of IACP services in a variety of publications – Big Issue – An Síochána – Fire Call.
- IACP attendance at events, including:
 - The National Ploughing Championships
 - Electric Picnic
 - Your Health, RDS
- Participation in National and Regional radio interviews.
- Media Training provided for 14 IACP Regional representatives/spokespersons.
- Free Public Talk on ‘How to Deal with the Stress of Financial Debt’ (Psychologist Shane Martin).
- Distribution of IACP Information leaflets.
- Structured release of the IACP Behaviour & Attitudes survey results.
- Release of IACP Members’ Survey.
- Attendance at national and international conferences.

Finances:

See Treasurer’s Report and Annual Accounts.

Professional Standards / Member Services:

- Accreditation of 207 members in 2013.
- Free nationwide “Psychotherapy and The Law” seminars for Members.
- Ongoing development of IACP website.
- Upgrading of internal database to enable better service of member requirements.
- Regular email communication with Members to inform of Counselling and Psychotherapy related items of interest.



**Directors' Report
for the year ended 31 December 2013**

- Successful running of IACP AGM 2013 with over 270 members attending. Guest Speaker – Dr Harry Barry delivered a well-received talk on depression and related psychological illnesses.
- Successful Accreditation Social evening for all those whom achieved their First Time Accreditation in 2012.
- Comprehensive Members' survey conducted.

Reciprocity and Partnership:

- IACP/BACP: Strengthening of relations with our closest partner including information exchange relating to policy, practices and developments within the profession.
- Strengthening of links with organisations (Charities and Agencies) that offer Counselling and Psychotherapy as part of their services.
- IACP/IAHIP: Continuity of recognition and co-operation between IACP and the Irish Association of Humanistic and Integrative Psychotherapy (IAHIP).
- Continued engagement with other professional bodies through participation in the Psychological Therapies Forum.
- Continued liaison and development with the 18 IACP Accredited Courses.
- Consultation with other Professional Associations seeking IACP recognition.
- Meeting with COSCA (Counselling in Scotland) to further professional links and potential cooperation.
- IACP Member representation at the International Association for Counselling (IAC), Canadian Counselling and psychotherapy Association (CCPA) and European Association for Counselling (EAC) conferences.
- Continued membership of the Irish Association for Suicidology.
- Continued membership of the Mental Health Reform Group.

Research:

During 2013, work in this area included:

- Meetings of the IACP Research Committee.
- Co-hosting of the BACP Research conference in Birmingham, UK, in May 2013.
- Holding a successful IACP/BACP follow up research event on October 12th 2013 in Dublin.
- Planning the Year 4 (2014) Research goals.

Premises

The search for a suitable IACP premises continued in 2013 with market prices and availability being closely monitored. In general, the availability of suitable commercial property continues to be limited. IACP remain on a reduced-rate lease (with a crucial 3 month break-clause) with our current landlords.

Other related progress includes:

- Consultations with property agents / experts.
- Advert looking for property placed in Irish Times.
- Viewing of 20 properties in 2013.



**Directors' Report
for the year ended 31 December 2013**

Human Resources (HR) and Operations:

A number of HR and Operations tasks completed during 2013 including:

- Provision of training to all staff including, computer and technology based training, CPR & Defibrillator training, Bullying & Harassment workshop, Customer service coaching, VDU eye tests, First aid and administrative training.
- Bi-Monthly meetings of the HR Management Group.
- Staff & Management teambuilding day in April.
- Improved internal communication and teambuilding through regular staff, Management, individual meetings and the use of a line management structure.
- Staff Appraisal System: Continued system of structured goal setting and appraisal for all staff.

IACP Objectives 2014:

With the IACP Strategic Plan introduced and operating effectively, the structured Framework exists to ensure that the Professional Standards, Governance, Resources, Public relations/Communications and Member Services objectives, identified in the plan for completion by the end of "Year 1" (2014), will be carried out. The 2014 objectives include:

- Annual re-accreditation process proposal put to members
- Review IACP Code of Ethics
- Develop guidelines on ethical practitioner advertising
- Develop policy on annual minimum practice hours
- Continuation of IACP course assessment and monitoring (quality control) process
- Review of course responsibility and practice in relation to placements and internships
- Develop formal relationships with other national and international organisations
- Establish a seminar grading system for IACP seminars
- Engage independent external consultants to carry out a review of IACP Governance
- Increase provision of free / low cost seminars
- Purchase suitable premises for IACP Headquarters.
- Continued push for Statutory Regulation
- Engage the services of a PR / Communications company to develop and raise the IACP's profile nationally and regionally
- Distribute IACP information widely (e.g. to clinics, GPs, hospitals, libraries, community centres and other relevant venues nationwide)
- Continue annual public talk, on a relevant mental health topic
- Budget for external consultants to advise on policy development and engagement of external consultants to advise on policy development
- Continue to provide training and support to committee members
- Attend and report on national and international conferences relevant to Counselling / Psychotherapy
- Continued development of the research goals and culture within IACP.
- Development of IACP Regions through supporting Committees and reviewing current operations.



**Directors' Report
for the year ended 31 December 2013**

Directors

The following directors have held office since 1 January 2013:

- Bernadette Hackett (Resigned 23 March 2013)
- Olive Bourke (Appointed 23 March 2013)
- Keith Brennan
- Attracta Gill
- Michael Chambers
- Seamus Sheedy
- Angela Corcoran Mahon
- Marianne Gurnee
- Eoin Stephens (Director up to 23 March 2013)
- Bernadette Darcy
- Eileen Finnegan
- Moira Sharkey (Appointed 23 March 2013)
- Denis O'Connor (Appointed 23 March 2013)

Books of Accounts

The company's directors are aware of their responsibilities, under section 202 of the Companies Act 1990 to maintain proper books of account and are discharging their responsibility by employing a financial controller. The books of account are held at the company's business premises which is 21 Dublin Road, Bray, Co Wicklow.

Taxation Status

The company is exempt from corporation tax due to its charitable status (registered charity number CHY6615).

Auditors

In accordance with the Companies Act 1963, section 160(2), Byrne Curtin Kelly continue in office as auditors of the company.

Statement of Directors' Responsibilities

The directors are responsible for preparing the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board and promulgated by the Institute of Certified Public Accountants in Ireland.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:



**Directors' Report
for the year ended 31 December 2013**

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- 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 keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2012. 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.

Results for the Year

Retained Surplus for the year
Surplus brought forward

Transfer to designated reserves

Surplus carried forward

	2013	2012
	€	€
Retained Surplus for the year	70,789	139,511
Surplus brought forward	117,706	228,195
	<hr/>	<hr/>
Transfer to designated reserves	(125,000)	(250,000)
	<hr/>	<hr/>
Surplus carried forward	<u>63,495</u>	<u>117,706</u>

In accordance with best practice and Corporate Governance procedures, the Executive Committee have determined that reserves should be designated for specific purposes. Full details are provided in note 11 to the financial statements.

By order of the board

Bernie Darcy
Director

Michael Chambers
Director

Date: 15 February 2014



**Independent Auditors' Report to the Members of
Irish Association for Counselling & Psychotherapy Limited**

We have audited the financial statements of Irish Association For Counselling & Psychotherapy Limited for the year ended 31 December 2013 set out on pages 8 to 17. These financial statements have been prepared under the accounting policies set out therein.

Respective responsibilities of the directors and auditors

As described in the Statement of Directors' Responsibilities on page 5 the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and the accounting standards issued by the Accounting Standards Board and published by the Institute of Chartered Accountants in England and Wales (Generally Accepted Accounting Practice in Ireland).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

This report is made solely to the company's members, as a body, in accordance with Section 193 of the Companies Act, 1990. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

We report to you our opinion as to whether the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, and are properly prepared in accordance with the Companies Acts, 1963 to 2012. We also report to you whether in our opinion: proper books of account have been kept by the company; whether the information given in the directors' report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations necessary for the purposes of our audit, and whether the company's balance sheet and its income and expenditure account are in agreement with the books of account.

We also report to you if, in our opinion, any information specified by law regarding the directors' remuneration and transactions is not disclosed and, where practicable, include such information in our report.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.



**Independent Auditors' Report to the Members of
Irish Association for Counselling & Psychotherapy Limited**

Basis of audit opinion

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in the notes to the financial statements.

Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs as at 31 December 2013 and of its surplus for the year then ended ; and
- have been properly prepared in accordance with the requirements of the Companies Acts, 1963 to 2012.
- We have obtained all the information and explanations we consider necessary for the purposes of our audit. In our opinion, proper books of account have been kept by the company. The financial statements are in agreement with the books of account.

Tony Kelly for and on behalf of Byrne Curtin Kelly

Tony Kelly for and on behalf of Byrne Curtin Kelly
Chartered Accountants
Registered Auditor
Verschoyle House
28-30 Lower Mount Street
Dublin 2

DATE: 15 February 2014



Income & Expenditure Account
for the year ended 31 December 2013

	Notes	2013 €	2012 €
Income		982,812	965,705
Administrative expenses		(938,394)	(856,818)
Operating surplus	2	44,418	108,887
Other interest receivable and similar income	3	26,371	30,624
Surplus on ordinary activities before taxation		70,789	139,511
Tax on surplus on ordinary activities	6	-	-
Surplus for the year		70,789	139,511

The income and expenditure account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and deficits other than those passing through the income and expenditure account.

The notes on pages 30 - 35 form an integral part of these financial statements.

The financial statements were approved by the board on 15 February 2014 and signed on its behalf by:

Bernie Darcy
Director

Michael Chambers
Director



Balance Sheet
as at 31 December 2013

	Notes	2013 €	2012 €
Fixed Assets			
Tangible assets	7	20,192	28,797
Current Assets			
Debtors	8	26,022	12,114
Cash at bank and in hand		1,122,849	1,036,088
		1,148,871	1,048,202
Creditors: amounts falling due within one year	9	(180,567)	(159,293)
Net Current Assets		968,304	888,909
Total Assets Less Current Liabilities		988,496	917,706
Capital and Reserves			
Designated reserves	11	925,000	800,000
Income and Expenditure Account	10	63,496	117,706
		988,496	917,706

The notes on pages 30 - 35 form an integral part of these financial statements.

The financial statements were approved by the board on 15 February and signed on its behalf by:

Bernie Darcy
Director

Michael Chambers
Director



**Cash Flow Statement
for the year ended 31 December 2013**

	2013		2012	
	€	€	€	€
Net cash inflow from operating activities		27,056		104,358
Returns on investments and servicing of finance				
Interest received	26,371		30,624	
Net cash inflow for returns on investments and servicing of finance		26,371		30,624
Capital expenditure				
Payments to acquire tangible assets	(5,161)		(32,988)	
Receipts from sales of tangible assets	678		-	
Net cash inflow/(outflow) for capital expenditure		(4,483)		(32,988)
Net cash inflow before management of liquid resources and financing		48,944		101,994
Increase in cash in the year		48,944		101,994



**Notes to the Cash Flow Statement
for the year ended 31 December 2013**

	2013	2012
	€	€
1 Reconciliation of operating surplus to net cash inflow from operating activities		
Operating surplus	44,418	108,887
Depreciation of tangible assets	13,314	17,527
Profit on disposal of tangible assets	(226)	-
Increase/(Decrease) in debtors	(13,908)	11,783
(Decrease)/Increase in creditors within one year	(16,542)	(33,839)
Net cash inflow from operating activities	27,056	104,358

2 Analysis of net funds	1 Jan 2013	Cash flow	Other non-cash changes	31 Dec 2013
	€	€	€	€
Net cash:				
Cash at bank and in hand	1,036,088	86,761	-	1,122,849
Bank overdrafts	-	(37,816)	-	(37,816)
Net funds	1,036,088	48,945	-	1,085,033

3 Reconciliation of net cash flow to movement in net funds	2013	2012
	€	€
Increase in cash in the year	48,945	101,994
Cash inflow/(outflow) from increase/(decrease) in debt	-	8,612
Movement in net funds in the year	48,945	110,606
Opening net funds	1,036,088	925,482
Closing net funds	1,085,033	1,036,088



Notes to the Financial Statements
for the year ended 31 December 2013

1 ACCOUNTING POLICIES

1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

1.3 Research and development

Research expenditure is written off to the profit and loss account in the year in which it is incurred. Development expenditure is written off in the same way unless the directors are satisfied as to the technical, commercial and financial viability of individual projects. In this situation, the expenditure is deferred and amortised over the period during which the company is expected to benefit.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33.33% Straight Line
Fixtures, fittings & equipment	15% Straight Line

1.5 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.6 Pensions

The pension cost charged in the financial statements represents the contribution payable by the company during the year.

1.7 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into euro at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to the income and expenditure account.



Notes to the Financial Statements
for the year ended 31 December 2013

...continued

2 Operating Surplus

	2013	2012
	€	€
Operating surplus is stated after charging:		
Depreciation of tangible assets	13,314	17,527
Research and development	22,013	1,918
Operating lease rentals		
—Plant and machinery	7,959	7,519
Auditors' remuneration	6,150	6,250
Surplus on disposal of tangible assets	(226)	-
	<u> </u>	<u> </u>

3 Other interest receivable and similiar income

	2013	2012
	€	€
Bank interest	26,371	30,624
	<u> </u>	<u> </u>
	26,371	30,624
	<u> </u>	<u> </u>

4 Employees

Number of employees

The average monthly number of employees (including directors) during the year was:

	2013	2012
	Number	Number
Administration	12	11
	<u> </u>	<u> </u>



Notes to the Financial Statements
for the year ended 31 December 2013

...continued

	2013	2012
	€	€
Employment costs		
Wages and salaries	405,390	361,902
Social welfare costs	43,634	38,511
Other pension costs	26,788	15,180
	<u>475,812</u>	<u>415,593</u>

	2013	2012
	€	€
5 Pension and other post-retirement benefit commitments		
Defined contribution		
Contributions payable by the company for the year	<u>26,788</u>	<u>15,180</u>

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

7 Tangible fixed assets

	Computer equipment	Fixtures, fittings & equipment	Total
	€	€	€
Cost			
At 1 January 2013	123,104	75,276	198,380
Additions	3,319	1,842	5,161
Disposals	(678)	-	(678)
At 31 December 2013	<u>125,745</u>	<u>77,118</u>	<u>202,863</u>



Notes to the Financial Statements
for the year ended 31 December 2013

...continued

Depreciation

	Computer equipment	Fixtures, fittings & equipment	Total
	€	€	€
At 1 January 2013	105,505	64,078	169,583
On disposals	(226)	-	(226)
Charge for the year	9,012	4,302	13,314
At 31 December 2013	<u>114,291</u>	<u>68,380</u>	<u>182,671</u>
Net book value			
At 31 December 2013	<u>11,454</u>	<u>8,738</u>	<u>20,192</u>
At 31 December 2012	<u>17,599</u>	<u>11,198</u>	<u>28,797</u>

8 Debtors

	2013	2012
	€	€
Trade debtors	9,169	4,590
Other debtors	10,190	-
Prepayments and accrued income	6,663	7,524
	<u>26,022</u>	<u>12,114</u>

9 Creditors: amounts falling due within one year

	2013	2012
	€	€
Bank loans and overdrafts	37,816	-
Trade creditors	34,521	48,605
Other creditors	16,697	13,810
Accruals and deferred income	91,533	96,878
	<u>180,567</u>	<u>159,293</u>



Notes to the Financial Statements
for the year ended 31 December 2013

...continued

Included in other creditors are amounts relating to taxation as follows:

VAT control account	1,675	283
PAYE control account	15,022	13,527
	<u>16,697</u>	<u>13,810</u>

10 Reconciliation of retained surplus

	2013	2012
	€	€
Retained surplus brought forward	117,706	228,195
Surplus for the financial year	70,789	139,511
	<u>188,495</u>	<u>367,706</u>
Transfer to designated reserves (See note 12)	<u>(125,000)</u>	<u>(250,000)</u>
Retained surplus at year end	<u>63,496</u>	<u>117,706</u>

11 Designated reserves

1 Jan 2013	Transfer to/(from)	1 Dec 2013
€	€	€
300,000	-	300,000
<u>500,000</u>	<u>125,000</u>	<u>625,000</u>
<u>800,000</u>	<u>125,000</u>	<u>925,000</u>

(A) Contingency reserve

The Executive Committee have determined that the above amounts be 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.



Notes to the Financial Statements
for the year ended 31 December 2013

...continued

(B) Building reserve

As approved by members at Annual General Meeting, the Executive Committee is pursuing the acquisition of premises to serve as headquarters for the Irish Association for Counselling & Psychotherapy Limited. Accordingly an amount has been transferred to designated reserves for this specific purpose.

12. Contingent liabilities

There were no contingent liabilities at the balance sheet date.

13 Financial commitments

At 31 December 2013 the company was committed to making the following payments under non-cancellable operating leases :

Operating leases which expire:

Within one year

Between two and five years

Fixtures, fittings and equipment

2013	2012
€	€

7,557	7,557
-------	-------

10,706	18,263
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<u>18,263</u>	<u>25,820</u>
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<u><u>18,263</u></u>	<u><u>25,820</u></u>
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14 Capital commitments

There were no capital commitments at the balance sheet date.

15 Auditors' Ethical Standards

In common with many businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

16 Approval of financial statements

The directors approved the financial statements on 15 February 2014.



Supplementary Information not forming part of the Audit of the Financial Statements for the year ended 31 December 2013

Management Information

**Detailed Trading, Income and Expenditure Account
for the year ended 31 December 2013**

	2013	2012
	€	€
Turnover	982,812	965,705
Administrative expenses	(938,394)	(856,818)
Operating profit	44,418	108,887
Other interest receivable and similar income		
Bank interest received	26,371	30,624
Surplus before taxation	7.2% 70,789	14.45% 139,511



Supplementary Information not forming part of the Audit of the Financial Statements for the year ended 31 December 2013

**Schedule of Administrative Expenses
for the year ended 31 December 2013**

	2013	2012
	€	€
Administrative expenses		
Wages & salaries	408,758	369,763
Employer PRSI, pension & training	78,046	58,572
Rent & rates	29,549	33,434
General office costs	82,084	66,968
Workshops	64,995	54,590
Committee expenses	51,311	49,921
Printing, postage & stationery	84,812	84,711
Advertising & PR	79,733	63,947
Research	22,013	1,918
Professional fees	17,629	49,217
Audit fees	6,150	6,250
Depreciation	13,314	17,527
Total	938,394	856,818

APPENDIX 1
IACP STANDING ORDERS FOR GENERAL MEETINGS
CHAIR

1. The Cathaoirleach shall take the chair. In the absence of the Cathaoirleach, the meeting shall elect a Chair from among those present.
2. The Chair has the responsibility for conducting the meeting in accordance with these Standing Orders and the Association's Bye Laws and Articles of Association. In the event of a clash, the Bye Laws of Association shall prevail.
3. Motions to challenge the Chair's ruling shall only be deemed carried if supported by two thirds of those present and voting.
4. Items to be raised under Any Other Business shall be notified to the Chair in advance of the meeting.

VOTING

5. Only members, as defined in the Articles of Association, may vote at General Meetings. Members may vote in person or by proxy.
6. Those members present shall sign their names in the attendance register.
7. Substantive decisions may be taken only on items of business about which the members have been given due notice.
8. Decisions shall be taken:
 - a) By assent where there is no contention;
 - b) By a show of hands and counting of proxies when deemed appropriate by the Chair or requested by a member;
 - c) By secret ballot for election of members to committees, or when requested by a member.
9. Except as otherwise indicated in the Bye Laws and Articles of Association or these Standing Orders, a simple majority on a show of hands/count of proxies shall be deemed sufficient to resolve an issue.
10. In the case of a tied vote, the Chair, buy no other member, shall have a second, or casting vote.

SPEECHES

11. Members shall where possible stand while speaking and commence by announcing their name. All speakers shall address their remarks to the Chair. The Chair shall have the right to determine the orders of speakers, but shall endeavour to give precedence in the order that members have signalled their intention to speak. If the Chair rises, any member speaking shall cease and shall sit down and no other member shall rise until the chair be resumed.
12. Members speaking shall not be interrupted by other members, save for:
 - a) Points of order (relating to alleged breaches of Standing Orders or the Bye Laws or Articles of Association);
 - b) points of explanation (where speakers who feel they have been misrepresented clarify their views);
 - c) points of information (requests for specific relevant information).

13. Proposers of motions or amendments shall be allowed to speak for a maximum of five minutes, and subsequent speakers for up to three minutes each.

14. The proposer of an original motion shall be allowed a maximum of five minutes to reply to discussion on the motion and on each amendment before votes are taken. No new matter may be introduced during such reply.

15. Apart from proposers of original motions, no member may speak more than once on a motion or amendment except on a point of order, explanation or information, or by special permission of the Chair. The meeting may decide to suspend this Standing Order (i.e. go into Committee) for a stated period of time. Proposals to go into Committee must indicate the duration of suspension desired, and shall only be deemed passed if supported by at least two thirds of those present and voting.

MOTIONS AND AMENDMENTS

16. No motion or amendment shall be discussed until it has been proposed and seconded. No further amendment shall be discussed until the prior amendment has been disposed of. Where an amendment is passed, it takes the place of the previous motion or amendment.

17. Every amendment shall be relevant to the motion under consideration.

18. After votes have been taken on each succeeding amendment, the surviving proposition shall be put to the vote as the main question, and if carried it shall become a resolution of the meeting.

19. Discussion of an item may also be terminated on the following ways, subject to the agreement of the Chair:

- a) if the vote is carried the item under discussion shall then be put to the vote. The proposer of the original motion has the right to reply before this latter vote is taken.
- b) members who have not previously contributed to discussion on the current item. Speeches on the proposal must be directly related to it. If the proposal is carried, the original item shall be deemed disposed of; if lost, discussion shall be resumed.

Both (a) and (b) may be moved at any time. They take precedence over all other business.

APPENDIX 2

EXECUTIVE COMMITTEE ATTENDANCE RECORD 2013:

Executive Board Member	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Meetings Attended	Total Meetings Missed
Keith Brennan	N	Y	N	Y	N	Y	Y	Y	N	Y	Y	Y	8	4
Eileen Finnegan	Y	N	Y	Y	Y	Y	N	N	Y	Y	Y	Y	9	3
Michael Chambers	Y	Y	N	Y	Y	N	Y	Y	N	Y	Y	N	8	4
Olive Bourke	N/A	N/A	N/A	Y	Y	Y	Y	Y	Y	Y	Y	N	8	1
Bernie Darcy	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	12	0
Angela Corcoran Mahon	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	12	0
Attracta Gill	N	Y	Y	N	Y	Y	Y	Y	Y	N	Y	Y	9	3
Marianne Gurnee	N	Y	Y	N	Y	Y	Y	N	Y	Y	Y	N	8	4
Séamus Sheedy	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	11	1
Moirá Sharkey	N/A	N/A	N/A	Y	Y	N	N	Y	Y	Y	Y	Y	7	2
Denis O'Connor	N/A	N/A	N/A	Y	N	Y	N	Y	N	N	Y	N	4	5
Eoin Stephens	N	Y	Y	N/A	2	1								
Bernie Hackett	Y	Y	Y	N/A	3	0								

APPENDIX 3

MINUTES FROM PREVIOUS YEAR'S AGM

Minutes of the IACP Annual General Meeting 2013

Saturday 23rd March 2013

Heritage Golf & Spa Resort, Killenard, Co Laois

Officers:

Cathaoirleach:	Séamus Sheedy	Leas Cathaoirleach:	Bernie Darcy
Company Secretary:	Keith Brennan	Treasurer:	Michael Chambers

Opening: Séamus Sheedy, Cathaoirleach, welcomed the attendees and then introduced the Mayor of Portlaoise, Catherine Fitzgerald, who officially opened the 2013 IACP AGM and welcomed members to County Laois.

Apologies: Séamus Sheedy noted the apologies in the booklet, and also read out the additional apologies received after printing.

Minutes of 2012 AGM and Matters Arising: The Minutes of 2012 AGM were approved. There were no matters arising. **Proposer:** Ray Henry. **Seconded by:** Rosaleen Dodson

Cathaoirleach's Report: Séamus Sheedy

Séamus thanked the Midlands committee for organising the social evening the night before which he said had been a great success. He thanked the many volunteers who serve on committees and working groups. He individually thanked the Head Office staff members for their dedication and professionalism. He said that Governance is a priority for IACP and that an external consultant will be engaged to conduct a review of the IACP's governance in 2013. He said that a new Strategic plan will be written by the end of 2013. He said that the free seminars were proving popular and that a free seminar would be offered to each region this year. He said that the research committee had started their work and that we needed a scientific foundation for our work. He said that our profile was increasing and that attending events and that meeting the public was essential. He said that Shane Kelly had recently appeared on the Marianne Finucane talk show which had a listenership of over 200,000. He thanked the Executive Members for their commitment and in particular Pádraig O' Morain and Bernie Hackett who were leaving after serving their terms.

Company Secretary's Report: Keith Brennan

Keith confirmed that the Executive Board Members had met on a monthly basis and that all legal and statutory requirements were adhered to in a professional manner. He then introduced Michael Chambers to present the Treasurer's Report.

Treasurer's Report: Michael Chambers

Michael explained that the financial report was in the AGM booklet that had been sent out and that he would go through it and highlight any important parts. He also pointed out that the IACP's auditors Byrne, Curtain, Kelly had a representative, Tony Kelly, in attendance.

Michael said that the Association's finances were in a healthy condition and that there was tight control of expenditure at the Association. He said that the increase in membership meant that there was an increase in income and that there was a resulting increase in interest received from the bank. He said that the finances were well managed as a result of:

- The retention of our full-time accountant
- Regular meetings of the IACP Finance Committee
- Close contact between the Finance Committee and the Executive Committee
- Detailed monthly management accounts and reporting
- Close cost control and negotiation of IACP payments and terms

Michael said that, on the advice of our auditors, €250,000 had been put into a reserve fund as good financial practice. He said that this will be required when a property is purchased and that 12 properties had been viewed in 2012.

Michael thanked the Finance Committee for their support and courtesy during the year.

National Director's Report: Naoise Kelly

Naoise welcomed the members and commented that it was a great turnout with over 320 booked to attend. He said that he had detailed the work and achievements of the Association during 2012 on pages 15-18 of the AGM book and that specific time had been built in for questions or discussion on that. He said that the official launch of the new IACP website would take place later that day and in keeping with the technological theme he would talk about ways in which Technology is increasingly having an impact on counselling / psychotherapy. He said that the Internet, Online Counselling, "Virtual Therapies", Apps and Social Networking all directly impact the profession. He said that many clients form strong views of their own situation or condition through consulting the Internet before visiting a therapist and may well have formed a view of the therapist by looking at their web profile or further background research. He said that the IACP website receives approximately 6,000 hits per month. He said that more Members practiced online counselling (any counselling that takes place when connected to the Internet and not physically in the same location as the other person e.g. text, email, live-chat or through using webcams) and that there was a growing interest in it. He said that BACP have had a policy and guidelines in this area for nearly 10 years, and they approve of it, but do see it as an area where specific training is necessary. He said that the Members' views on technology were very important and that we will be asking them to assist with formulating our policies. He said that it is important that the IACP keeps pace with modern life and keep the Members supported and informed.

Questions and Answers (Q&A):

Séamus Sheedy then chaired a Q & A on the four reports that were presented to Members.

Financial Report:

The Annual Financial Statements were put to the AGM and were approved.

MOTIONS FOR IACP AGM 2013

MOTION 1 — Carried:

The following motion was carried:

The membership hereby ratify the revised IACP Memorandum, Articles of Association, Regulations and Bye Laws of the Association as put before the members.

Proposed by: **Bernie Darcy.**

Seconded by: **Séamus Sheedy**

ELECTIONS – Executive Committee 2013

As per Articles 36 & 37 of the IACP Articles of Association, all Executive Committee members, other than the Officers of the Company, shall retire from office every year. The Officers (Cathaoirleach, Leas Cathaoirleach, Treasurer and Company Secretary) serve for a term of two years. The following members were elected to the Executive Committee for 2013 / 2014:

Executive Officers:

Cathaoirleach:

Proposed by: Ray Henry

Séamus Sheedy

Seconded by: Marianne K. Gurnee

Leas Cathaoirleach:

Proposed by: Bernie Hackett

Bernie Darcy

Seconded by: Marianne K. Gurnee

Company Secretary:

Proposed by: Michael Chambers

Keith Brennan

Seconded by: Ray Henry

Treasurer:

Proposed by: Eileen Finnegan

Michael Chambers

Seconded by: Bernie Hackett

Executive Committee:

Olive Bourke

Proposed by: Bernie Darcy

Seconded by: Maggie Cox

Angela Corcoran Mahon

Proposed by: Bernie Darcy

Seconded by: Séamus Sheedy

Eileen Finnegan

Proposed by: Marianne Gurnee

Seconded by: Attracta Gill

Attracta Gill

Proposed by: Eileen Finnegan

Seconded by: Angela Corcoran Mahon

Marianne K Gurnee

Proposed by: Angela Corcoran Mahon

Seconded by: Eileen Finnegan

Denis O'Connor

Proposed by: Séamus Sheedy

Seconded by: Liam Cannon

Moira Sharkey

Proposed by: Marina Sweeney

Seconded by: Brenda Tighe

Not Elected:

Eoin Stephens

Proposed by: Jean Notaro

Seconded by: Geraldine Byrne

AOB:

- **New Website:** Séamus Sheedy officially launched the new website and Shane Kelly then gave a presentation on the new IACP website and highlighted the new features.
- **Editorial Committee:** Mike Kelly, Chairperson of the Editorial Committee, appealed to members for articles. He said that they were short of articles and hoped to receive more from the members.

Next AGM: Séamus Sheedy announced Saturday 22nd March 2014 for the next IACP AGM.



Irish Association for Counselling and Psychotherapy



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