



Irish Association for Counselling and Psychotherapy

**Irish Association for
Counselling & Psychotherapy Limited**

**ANNUAL GENERAL MEETING
Saturday 27th March 2010**

**Annual Reports and Financial Statements
(for the year ended 31st December 2009)**



Irish Association for Counselling and Psychotherapy

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ANNUAL GENERAL MEETING

Saturday 27th March 2010
The Gresham Hotel, O'Connell Street, Dublin 1

AGENDA

9.00am – 10.00am	Registration Tea / Coffee
10.00am – 10.15am	Cathaoirleach's Welcome Apologies Minutes 2009 & Matters Arising
10.15am – 10.45am	Cathaoirleach's Report Secretary's Report Treasurer's Report National Director's Report
10.45am – 11.15am	Questions & Answers on Reports
11.15am – 11.35am	Tea/Coffee Break
11.35am – 12.00pm	Motions
12.00pm – 12.30pm	Elections
12.30pm – 12.45pm	A.O.B.
12.45pm – 2.00pm	Lunch
2.00pm – 2.30pm	IACP Carl Berkeley Memorial Award
2.30pm – 3.30pm	Guest Speaker: Martin Hogg Marketing for Counsellors and Psychotherapists.
3.30pm	Close

IACP ANNUAL GENERAL MEETING 2009

Highlights of the day include:

Guest Speaker: Martin Hogg

"Marketing for Counsellors and Psychotherapists".

The Carl Berkeley Memorial Award Presentation

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 19th February 2010.

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:

Please note that voting by Proxy has been amended as a result of the following motions passed:

- **That votes by proxy are restricted to voting in elections of Executive Committee (Motion 9 AGM 2006)**
- **Nominations for the Executive should be submitted by the same closing date as for motions (Motion 4 AGM 2007)**

Consequently Proxy voting will not be in operation for the AGM 2010.

**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 2010

MOTION 1

The IACP Executive Committee request the membership to mandate the Executive Committee to commission a suitable person to record the history and development of the IACP from its beginnings in 1981 up to the present day.

Rationale for the Motion:

IACP will be celebrating its 30 year anniversary next year. There is no formal record of how it came into existence and how it developed into the largest Professional Body for Counsellors and Psychotherapists in Ireland. It seems timely now to record that history.

Proposed by Margaret Chambers

Seconded by Toni Doherty

MOTION 2

The IACP Executive Committee propose an amendment to the Regulations of the Irish Association for Counselling and Psychotherapy Limited, to have included in the Regulations all those sub-committees not currently included in the Terms of References for sub-committees.

Rationale for the Motion:

Additional sub-committees have been established since the original Regulations outlined the Terms of Reference for named IACP sub-committees. These additional sub-committees Terms of Reference need to be formalised in the Regulations.

Proposed by Ray Henry

Seconded by Bernie Hackett

MOTION 3

The IACP Executive Committee propose an amendment to the Articles of Association of The Irish Association for Counselling and Psychotherapy Limited, to allow a member who is appointed Cathaoirleach in their sixth year on the Executive Committee to continue for another year in order to fulfil that role for a two year term.

Rationale for the Motion:

Under Rotation of Executive Committee (item 32) Articles of Association, states that: *A retiring Executive Committee member who is not currently serving as an officer shall be eligible for re-election, but may not serve for more than six consecutive years.* This rule prohibits a Cathaoirleach appointed in their sixth year on the Executive to complete a two year term of office.

Proposed by Geraldine Hallahan

Seconded by Margaret Chambers

MOTION 4 (proposed amendment to Motion 9, 2008)

From March 2012, all IACP Members will have to have their work supervised by a supervisor accredited by IACP or accredited by an organisation with whom IACP have a Mutual Recognition of Accredited Supervisors agreement. This motion shall supersede Motion 9 (2008). All members and training bodies to be given notice of this requirement.

Rationale for the Motion:

Motion 9 (2008) only applies to Members beginning supervision or changing supervisors. Motion 9 as passed in 2008 **fails to address** Members currently in supervision.

The proposed amendment to Motion 9 (2008) addresses this anomaly by establishing equity to all IACP Members & ensuring supervision standards.

This means that by 2012 all IACP Members will be supervised by an IACP Accredited Supervisor or by an Accredited Supervisor from an organisation with whom IACP has a Mutual Recognition of Accredited Supervisors agreement.

Proposed by Claire Missen

Seconded by Jean Prior

MOTION 9 (2008)

That from March 2010, a requirement will come into effect that those beginning supervision or current members changing supervisor (ie any new supervision contracts) will have to have their work supervised by a supervisor accredited by IACP or accredited by an equivalent body acceptable to IACP. This requirement will not be applied retrospectively. All members and training bodies to be given notice of this requirement.

Proposed by: Margaret Chambers

Seconded by: Margaret Cox

Motion carried

NOMINATION FOR CATHAOIRLEACH

Ray Henry

proposed by: Margaret Chambers

seconded by: Toni Doherty

Ray Henry has been an Accredited Member of IACP for ten years. He operates a private practice in Counselling. Ray has been on the IACP Executive since 2005 and has been Treasurer of the Association for the past two years. He is a founder member of the Midland Region of IACP whose main objective is to promote Counselling and the Association through the medium of Workshops. Ray holds a Diploma in Childcare and Counselling from Trinity College and a Masters Degree in Care Management from University of Wales.

NOMINATION FOR LEAS CATHAOIRLEACH

Seamus Sheedy

proposed by: Margaret Chambers

seconded by: Ray Henry

Seamus Sheedy joined IACP as a student of the Diploma in Counselling in Trinity College in 1999. He was accredited as counsellor/psychotherapist in October 2003. Seamus served as a member of the Midlands Regional Committee of IACP from 2005 to 2007 as Treasurer. He joined the Executive Committee in 2009 and was a member of the Strategic Planning Committee in 2009. After finishing an advanced diploma in Supervision from Middlesex University Seamus was accredited as a supervisor with IACP.

NOMINATION FOR COMPANY SECRETARY

Keith Brennan

proposed by: Ray Henry

seconded by: Margaret Chambers

Keith Brennan B.Sc. (Psych), Grad. Dip (Psychoanalysis), M.A. (Add. St.), M.S.C.(Couns Psych.), B.A. (Law), M.I.A.A.A.C., MIACP P.S.I. Keith is a graduate of Trinity College Dublin and Magee College (University of Ulster). He has extensive experience of working with adults and adolescents in active addiction. Keith research interests include Borderline Personality Disorder, Stress and Depression. Since 2008, Keith has been an active member of the Ethics Committee where he utilises his legal knowledge in addressing presenting issues.

NOMINATION FOR TREASURER

Pauline Irving

proposed by: Ray Henry

seconded by: Toni Doherty

Pauline Irving is a member of IACP since 1999. In addition to her Executive Committee duties Pauline is also a member of the Course Recognition Committee, the CPD Committee and the Northern Ireland Regional Committee. Pauline is an Accredited Supervisor with IACP and holds a B.Sc. Hons Psychology, Dip. C.G. & M.Sc Occupational Psychology.

NOMINATIONS FOR EXECUTIVE COMMITTEE

Marianne K. Gurnee

proposed by: Geraldine Burke

seconded by: Ray Henry

Marianne K. Gurnee, MSc. Accredited with the IACP, BACP, NSWQB. Marianne moved to Ireland from the U.S. almost four years ago, and for the first three years was living and working in Cork. Marianne has a MSc in Clinical Social Work/Psychotherapy from Columbia University, New York and a license to practice in the U.S. Her particular interest lies in working with children and families, although her time in Ireland has mainly involved individual work with adults and outreach. Marianne developed and facilitated a suicide prevention programme for adolescents in Cork County schools and did some project work in marginalized communities.

Bernie Darcy

proposed by: Ray Henry

seconded by: Sally Griffiths

Bernie Darcy works in private practice as a Counsellor and Psychotherapist in Gorey, Co. Wexford and has been a member of the South East Regional Committee of I.A.C.P. since 2002. She holds a Diploma in Counselling & Psychotherapy and specialises in working with people who live with chronic illness.

Michael Chambers

proposed by: Ray Henry

seconded by: Seamus Sheedy

Michael Chambers has been involved in Counselling and a Member of IACP since 1993. He is an Accredited Member and Accredited Supervisor with IACP & an Accredited Member and Accredited Supervisor with IAAAC. Michael is a Practicing Mediator and Member of Irish Mediators Institute since 1996. He holds a Diploma in Counselling from Trinity College Dublin, Diploma in Mediation, University College Dublin & a Diploma in Education & Training University College Galway.

Eileen Finnegan

proposed by: Seamus Sheedy

seconded by: Ray Henry

Eileen Finnegan is currently the Deputy Clinical Director in One in Four. Eileen has been working as a Psychotherapist for the past twenty years; her involvement in therapy began through ACOA (adult children of alcoholics). She began her studies in Maynooth, then completed her Diploma in Psychotherapy in the Tivoli Institute in Dunlaoire. Eileen continued her professional training with Diplomas in Gestalt Therapy, Child and Adolescence Therapy, Sensory Motor and Trauma Therapy.

Padraig O'Morain

proposed by: Toni Doherty

seconded by: Margaret Chambers

Padraig O'Morain works as a counsellor and supervisor. He has lectured on mindfulness, Choice Theory and other topics at the Institute for Integrative Counselling and Psychotherapy. He has been on the IACP executive since last Autumn. His weekly column on men's issues appears in The Irish Times and he also writes for the Evening Herald and the Irish Medical News. His latest book, Light Mind, Mindfulness for Daily Living is published by Veritas. He has a blog for counsellors and other mental health workers at www.lightmindblog.blogspot.com and he lives in Dublin with his wife and two children.

Marie Tonkin

proposed by: Toni Doherty

seconded by: Geraldine Hallahan

Marie Tonkin is an enthusiastic and committed member of IACP since 2000. She holds a B.Sc. (Hons) in Counselling & Psychotherapy and has extensive training in Addiction Studies, CISM, Treatment of depression and Brief Counselling. She in private practice and has previous experience of committee work.

Bernie Hackett

proposed by: Margaret Chambers

seconded by: Geraldine Hallahan

Bernie Hackett obtained IACP Accreditation in 1991 and Supervisor Accreditation in 1997. She has been is a member of the current Executive Committee since 2007, having also served a previous term. Bernie has also served on the South East Region Committee for four years, including a term of two years as Chairperson. She also serves on the Supervision Course Recognition Committee and the Standards Committee.

Cathaoirleach's Report AGM 2010

Dear Members,

As we approach the 30th anniversary of the founding of IACP we can be rightly proud of the dynamic organisation that past and present members, together with the IACP staff have created.

In presenting the Cathaoirleach's report for 2010, I want to focus on three main headings that I see as a three-dimensional overview of our work this year:

- ◆ Effective support for our members in what was a particularly challenging year for course providers, students, therapists and supervisors in the throes of a world-wide recession.
- ◆ Improved structures for the Executive committee, sub-committees and staff.
- ◆ Major developments for IACP this year which we are confident will have far-reaching positive outcomes for the organisation in the years ahead.

Support for Members

We were conscious more than ever this year of the need to support our members as the recession was felt by many therapists/supervisors/trainers in their work throughout the country. The following are some of the steps taken:

- ◆ Freeze on all fee categories for 2010 at the 2009 rate
- ◆ Improved services on the website to attract public interest
- ◆ Engagement of a top class communications company to raise the profile of IACP
- ◆ Availability of National Director and Cathaoirleach to go to regions/conferences as requested to meet members
- ◆ Arranged workshop on Marketing for Counsellors and Psychotherapists which will also be repeated at the AGM 2010
- ◆ Set up working group to examine fees and other matters in relation to Supervision
- ◆ Provision of complimentary lunch for the 2010 AGM

Improved Structures

Following on from the recommendations of the Human Resources consultants Report commissioned in 2008 by IACP, there was a concentrated effort by the Executive to review its own function and role and that of each of the sub-committees, regions, staff and office structures. This was with a view to enhancing performance all round which in turn would enable IACP to offer a more effective service for all its members.

The Executive engaged an organisational development trainer for a one day session to examine the role of the Board of Directors and how it could increase its effectiveness. The strategic planning process which took over six months to complete further focussed the organisation's attention on areas needing a new approach, review or updating as required. Sub-committees and regions were invited to meet with Executive representatives to review their committee/regional structures and to build good working relationships. With the appointments of the National Director, fulltime accountant, and later the Office Manager and Training Course Assessment Officer, the administration of the business of the IACP has been greatly enhanced.

Major Developments in 2009/2010

- ◆ IACP's first formal Strategic Plan for 2010-2013
- ◆ Effective and responsible governance with accountability at its core
- ◆ Sound financial management
- ◆ Advancement of the Statutory Regulation Forum's work
- ◆ Increased levels of organisational staff

- ◆ Mutual Recognition Agreement between IACP/IAHIP of each organisation's accredited supervisors
- ◆ The formation of the Dublin Workshop sub-committee
- ◆ Sufficient numbers of supervisors accredited to ensure supervisor coverage for the entire country without the need to travel long distances
- ◆ Engagement of the services of Carr Communications – effects of raised profile to be experienced nationwide throughout 2010 and beyond.

Summary

It is the combined efforts of Members, Executive and sub-committees, Management, Staff and all the auxiliary services such as our accountants, legal advisors, website advisors, that enables IACP to lead the way in the development of counselling and psychotherapy in Ireland. My sincere thanks for the support and guidance I have received from all as I finish my six year term on the executive committee and in the past year as Cathaoirleach.

As happens at every AGM the current Executive Committee will step down, some for good as others stand for re-election. A new Executive will be elected to lead the organisation for the following year. It is a strong reflection on the robust structures that underpins the IACP that either because of – or in spite of - these annual changes, IACP continues to grow in its membership and in professional standing and stature. To quote from Brendan Kennelly :

“Though we live in a world that dreams of ending
That always seems about to give in
Something that will not acknowledge conclusion
Insists that we forever begin”. (*Familiar Strangers, New and Selected Poems 1960-2004*)

Margaret Chambers, Cathaoirleach

Treasurer's Report

As reflected in the Financial Statements for the year ended 31 December 2009 which have been audited by auditors Byrne Curtain Kelly (BCK), IACP finished 2009 in a surplus position. This financially strong position exceeded our forecast and happened as result of:

- ◆ Unexpected deferral of expenditure in the areas of PR, Salaries and Technology.
- ◆ Successfully implemented cost reduction projects including the negotiation of reduced Rent, Telephone, Heating, Electricity, Stationery, Hotel and Catering charges.
- ◆ Negotiation of better interest rates and reduced charges with Banks.
- ◆ An increase in our membership numbers.

Other general improvements in the management of IACP's financial procedures and practices in 2009 included:

- ◆ Regular meetings of the IACP Finance committee
- ◆ Introduction of an improved budgeting process
- ◆ Review and introduction of improved cash handling procedures

The current surplus is welcome given IACP's stage of development and the funding requirements for our strategic aims. The upcoming purchase of a suitable property to house the Association will be a major financial undertaking for the IACP, for which, the financial resources will need to be carefully managed. Furthermore, in line with the members' wishes we will be engaging in major PR and promotional activities in 2010, which will be costly but provide major benefits to the membership. This cost, while significant, will not impact on membership fees as it is being borne out of accumulated reserves.

Toni Doherty, IACP Treasurer, 2009.

Minutes of Annual General Meeting Saturday 28th March 2009 Gresham Hotel, Dublin, 10.00am – 4.30pm

Officers:

<i>Cathaoirleach:</i>	Gillford D'Souza	<i>Leas Cathaoirleach:</i>	Margaret Chambers
<i>Company Secretary:</i>	Geraldine Hallahan	<i>Treasurer:</i>	Ray Henry

Apologies were received from the following:

Martina Mc Namara	Anne Brennan	Marie Kelly	Mary O' Donovan
Patricia Walsh	Ann Colgan	Alan O'Dwyer	Linda Wilson-Long
Tom Mooney	Michael O' Brien	Joe Heffernan	James Caulfield
Sal Tivy	Chris Murphy	Maeve Douglas	Mary Keane
Lucy Kelly	Eleanor Shortt	Deirdre Whitley	Gerard O' Neill
Adrian Curran	Ruth Byrne	Cathleen Morrell	Joan Mc Kenna
Catherine Schwartz	Marian Woodcock	Betty Buckley	Alison Kinsella
Mary Rose O'Regan Doyle	Paula Tierney	Susan Fitzpatrick	Nuala Dandy
Marcella Finnerty	Eilish Duggan	Kay O' Connor	Eddie Egan
Marie Kinsella	Eileen Cannon	Leonie O'Dowd	Tom Moran
Christine Moran			

Cathaoirleach's Welcome

Gillford warmly welcomed all attendees to the 2009 AGM, particularly those who had travelled long distances. He gave a special welcome to the BACP representatives Lynn Gabriel (Chairperson) and Laurie Clarke (CEO). Gillford also welcomed the IACP's new National Director, Naoise Kelly, wishing him every success in his position. Gillford thanked the AGM organising committee and IACP staff for the AGM preparations. He said that it was a day for Association business and decisions, but that he hoped that members would also use it as an opportunity to connect and share with each other.

2008 AGM Minutes and Matters Arising

The Minutes of 2008 AGM were approved. There were no matters arising.

Proposer: **Eoin Stephens**

Seconded by: **Judy Matthews**

Cathaoirleach's Report: Gillford D'Souza

Gillford reported on the continuing growth of IACP as the largest Professional Body representing Counselling and Psychotherapy in Ireland. He said that there were structural and human resources challenges associated with this growth and that to meet them the Executive Committee had:

- ◆ Commissioned an external Human Resources consultant to review the work of IACP and to devise an improved IACP office structure and HR management plan.
- ◆ Extended the Professional Services Manager position from part to full time.
- ◆ Created the position of National Director. Gillford said he was very pleased to announce Naoise Kelly as our National Director.

Gillford said that the growth had also been reflected in financial terms in 2008. He said it was timely that we were now considering the purchase of suitable premises for the long-term interests of conducting IACP members business. Gillford mentioned that considerable work on the issues relating

to supervisor recognition had also taken place over the past year and that a successful Supervisor Accreditation Process, via briefing days, has been engaged in since our last AGM. Gillford also reported that IACP continues to be well represented and active around the country. Successful Regional workshop programmes were hosted around the country. Feedback from members who attended the seminars was overwhelmingly positive. Gillford finished by thanking the Executive Committee.

Company Secretary's Report: *Geraldine Hallahan*

Geraldine reported on a particularly busy year with the departure of the CEO and bringing on board of the new National Director. She said that she and the Executive were sorry to accept Maggie Cox's resignation in January and wished her well with her move to Canada. Geraldine emphasised the need for a more sophisticated way of tracking and accessing Executive Committee decisions. Geraldine highlighted the Executive's awareness of the importance of Regional committee attendance at Executive committee meetings, so that they can give their input and also that information from the Executive will be brought back to the members. She described the introduction of an Employee Assistance Programme where Counselling can be made available to IACP employees in a confidential and non-threatening way. Geraldine thanked the Executive committee for the huge amount of time and effort that they had invested in the work of the IACP.

Treasurers Report: *Ray Henry*

Ray said that last year had been an extraordinary year from a financial perspective and that the Executive had faced a number of alarming situations. The biggest of these was being faced, in October, with the frightening prospect of losing our savings which we had in the Bank of Ireland. Conflicting and changing information from the Government and Banks had, at the time, led to much uncertainty relating to guarantees on savings. Ray reported that, in one instance during this, a member of the Executive had to sleep with 2 cheques of €100,000 under her pillow! He was pleased to report having come through this period without any loss to IACP and reported that there was a surplus of €120,000 recorded for the past year. Ray said that we were heading into unchartered financial waters this year and that we needed to look and plan carefully how we are going to manage this.

Ray reported improved financial procedures including better accountancy controls, more stringent tighter accountancy practices, a new accountancy package and a newly formed Finance Committee. He thanked Tony Kelly of Byrne Curtin & Kelly for his invaluable advice through the year and concluded his report. Ray then took questions from the floor.

National Director's Report: *Naoise Kelly*

Naoise thanked the Executive Committee members and office staff for the very warm welcome that they had extended to him in his first few weeks as National Director. He said that it was most important for IACP to have a well thought out and workable strategy. He said that having a strategy was key to delivering the outcomes in the important areas of Governance, Standards and Policies, Finances, PR Profile, Staff / HQ, Regulatory Environment and Member Services. He said that the strategic planning process will ensure that all members will have the opportunity to contribute to the Strategic Plan and that Members will be actively encouraged to do this. The IACP strategic plan will set out our medium to long term vision and will provide the context for reviewing all aspects of the Organisation. Naoise said that we want to have a situation that, when people think of Counselling and Psychotherapy in Ireland, they think of IACP. He said that the staff are there to maximise the outputs of the voluntary committees inputs and that he had been very impressed with the good job they were doing given the resources that are currently in place. He said he looked forward to working on the membership's behalf in the future.

Statutory Regulation Report: Margaret Chambers

Margaret explained that a detailed background to the work of the Psychological Therapies Forum (PTF) had been given last year and described the momentous occasion where all Counselling and Psychotherapy Organisations came together to present a submission to Minister John Moloney in September 2008. The PTF decided to continue its work by networking with other professions already being regulated, continue to do further work on the training criteria and to continue lobbying the Government to make sure that Counselling and Psychotherapy would be included in the next grouping of Professions to be considered for Regulation. Margaret described meetings with the Principal Officer of the Physiotherapy Statutory Registration Committee and plans to meet with the Principal Officer of the Department of Health and Children, and the CEO of the Health and Social Care Professionals Council. She mentioned that there was uncertainty over what the arrangements will be regarding cross border requirements, but that a draft strategy of the development of psychological services in Northern Ireland has been issued with the aim of improving access to these services. Margaret said the process was about preparing to the best of our ability. Gillford then thanked Margaret for how well she represented IACP at that forum.

Professional Services Manager Report: Shane Kelly

Shane said that members may have been hearing of the progress and many good changes at IACP over the past 12 months. He welcomed Naoise Kelly as National Director on behalf of all the staff and said he really looked forward to working with him over the coming months and years. Shane said that IACP had, last year, done a four week advertising campaign in all the major newspapers and that this had created an enormous reaction in the office which meant that lots of phone calls were received and more people were using our referral service looking for Counsellors and Psychotherapists. Shane announced the launching of the new IACP website (including the online directory) which was now online. He said that the public will now be able to search for a Counsellor / Psychotherapist from the privacy and comfort of their own home. He said that there were some other fantastic features on it including a secure member's forum. The idea of the forum is to enable members from all over the country to connect, discuss and debate, share problems and dilemmas and possibly even share their experience and information about our profession.

Motions AGM 2009

Motion 1 – Carried

The IACP Executive request the membership to mandate the Executive Committee the power to engage in the process of purchasing premises for the purposes of conducting IACP business.

Proposed by: **Ray Henry**

Seconded by: **Judy Matthews**

Motion 2 – Carried

As and from 31st March 2011 “That the timeframe between the successful completion of a Counselling/Psychotherapy Course and application for IACP accreditation be a minimum of 2 years and a maximum of 5 years. In special circumstances an applicant may apply in writing to have their application for accreditation considered where more than 5 years have elapsed, but this will be at the discretion of the Accreditation Committee”.

Proposed by: **Ray Henry**

Seconded by: **Judy Matthews**

Motion 3 – Withdrawn

Each Sub-Committee should be allowed a place on the Executive Committee to allow for representation at Executive Meetings and facilitate communication within the Association.

Proposed by: **Kay O'Connor**

Seconded by: **Barbara Keeling**

Course Recognition Committee

Course Recognition Committee

Motion 4 – Defeated

IACP invite non IACP Members to apply for Accredited Membership of IACP as Counsellor / Psychotherapist recognising their year of accreditation with the body they are currently accredited with (provided it is a body that meets IACP accreditation criteria as laid out in IACP Information Sheet 2), which would in turn allow them to apply for IACP Supervisor Accreditation, having at least satisfied the requirement of having 5 years accreditation, prior to applying for Supervisor Accreditation. This clause to expire 31st March 2010.

Proposed by: **Kevin Gallagher**

Seconded by: **Jane Joyce**

Motion 5 – Withdrawn

The Supervision Committee will propose the following motion at the 2009 AGM; that from March 2010 a requirement will come into effect that all current members of IACP will have their work supervised by an IACP accredited supervisor. This requirement will not be applied retrospectively. All members and training bodies to be given notice of this requirement.

Proposed by: **Christine May**

Seconded by: **Claire Missen**

ELECTIONS – Nominations for Executive Committee 2009

Cathaoirleach: Margaret Chambers:

Proposed by: Gillford D'Souza Seconded by: Ray Henry

Leas Cathaoirleach: Ray Henry:

Proposed by: Margaret Chambers Seconded by Pauline Tallon-Collins

Company Secretary: Geraldine Hallahan:

Proposed by: Judy Matthews Seconded by: Jane Joyce

Treasurer: Toni Doherty:

Proposed by: Ray Henry Seconded by Geraldine Hallahan

Executive Committee:

Keith Brennan	Proposed by: Judy Matthews	Seconded by: Margaret Chambers
Alan Furlong	Proposed by: Margaret Chambers	Seconded by: Ray Henry
Bernie Hackett	Proposed by: Ray Henry	Seconded by: Jane Joyce
Jane Joyce	Proposed by: Judy Matthews	Seconded by: Geraldine Hallahan
Eoin Stephens	Proposed by: Pauline Tallon-Collins	Seconded by: Ray Henry
Marie Tonkin	Proposed by: Debbie Flanagan	Seconded by: Geraldine Hallahan
Anne Reilly	Proposed by: Margaret Chambers	Seconded by: Bernie Hackett

New Executive Committee 2009 – 2010:

Margaret Chambers – Cathaoirleach **Ray Henry** – Leas Cathaoirleach

Geraldine Hallahan – Company Secretary **Toni Doherty** – Treasurer

Keith Brennan, Alan Furlong, Bernie Hackett, Jane Joyce, Eoin Stephens,

Marie Tonkin, Anne Reilly

Next AGM: Gillford D'Souza announced the date for the 2010 AGM. This will take place on Saturday 27th March 2010 at the Gresham Hotel, Dublin. He thanked the Executive and especially the AGM team for their work and then brought the 2009 AGM to a close.

Regional Reports to 2009 AGM

MIDLANDS REGIONAL REPORT:

The Annual General Meeting of the Branch took place on 29th September 2009 at the Grand Hotel Moate. The attendance included Ms Margaret Chambers Cathaoirleach and Naoise Kelly, National Director IACP.

There was satisfaction with the numbers attending as a result of which the following committee was selected based on nominations received and seconded at the meeting.

Chairperson	Laura Lynam	Vice Chairperson	Christine Moran
Secretary	Marie Reynolds	Treasurer	Eilish McDonagh
PRO	Emer Kilmartin		

Committee members: **Anne Gallagher, Tom Moran, Ray Henry**

Outgoing Chairman and Branch founding member, Ray Henry was warmly thanked for his enormous contribution to the Midlands Branch and also for his active role at National Level of IACP. The other members of the outgoing committee were also warmly thanked for their hard work and dedication. Margaret Chambers and Naoise Kelly participated in a lively and informative exchange of information re: strategy. Our new committee met for a pre-Christmas gathering which was lively and entertaining. Our shared vision for this year includes three workshops, the first of which is scheduled for Saturday 20th February 2010 and is on the theme of Child Sexual Abuse and the Family. Currently we are planning a workshop for September 2010 on Couple Counselling. A third workshop is being planned for December 2010.

The Focus of our committee is as follows:

- ◆ To bond.
- ◆ To become aware of the needs of IACP in The Midlands Region.
- ◆ Committee members who have previously contributed to Eisteach plan to continue to do so.
- ◆ We also wish to note that Christine Moran, our Vice Chair has recently published a book entitled *Dear Precious Being* which is available in all bookshops nationwide and is doing very well.

It is with great sadness that we note the passing of our dear colleague, Liam McCarthy who had been a regular presenter at workshops in The Midlands Region. He will be sadly missed. May he rest in peace. In conclusion, we are looking forward to a continued sense of enthusiasm, positivity and fun throughout 2010.

SOUTH EAST REGIONAL REPORT:

Committee:

Chairperson	Sally Griffith	Vice Chairperson	Noeleen Murphy
Secretary	Michelle O' Neill	Assistant Secretary	Ursula Ryan

Committee members: **Bernie Darcy, Claire Lawler, Joan Tracy, Brenden Murphy**

Workshops throughout the year: The workshops we have hosted over the past year include:

- ◆ Play Therapy for Children and Adolescents – presented by Deirdre Kavanagh
- ◆ Accreditation and Reaccreditation – presented by Ann Kelly Accreditation Officer I.A.C.P.
- ◆ Adoption - Messages from research and Practice – presented by Ruth Kelly, Social Worker with the Wexford Adoption Services.
- ◆ The Art of Dream Interpretation – presented by Paul Bradley, Psychotherapist

We have also liaised with a therapist who is interested and qualified to present a workshop on sexuality entitled 'An Introduction to Psychosexual Therapy'. This will be one of our workshops this coming year.

G.P. List:

We have put a lot of work into compiling a list of accredited counsellors to be furnished to all G.P.'s in the South East. This list is at its completion stage and ready to go to print.

Inter-vision:

Work has been done on an article about inter-vision by Bernie Darcy. The article aims to highlight the merits of inter-vision with a view to having inter-vision recognised and validated as part of our work as professional practitioners. Bernie is finalising this article at present.

National Executive Committee:

Bernie Darcy, committee member has attended National Executive meetings, once each three months and has reported on Regional Activities.

SOUTHERN REGIONAL REPORT:

In the Southern Region over the past year, the committee have been extremely busy. I would like to start by taking you back to the members survey, conducted in 2007. The findings provided an important insight into the issues and challenges we as counsellors/psychotherapists face on the ground, in our day to day working lives. It also provided vital information on what was being looked for in the region to help address very specific areas around networking, CPD and training. We as a committee have been working to address these issues at a local level.

In response to CPD, many members looked for up-skilling in the area of CBT, and also for help training, up-skilling in the area of suicide. In this country, where death by suicide each year outnumbers road traffic deaths, and where young men have one of the highest suicide rates in the world, we as professionals, we as human beings, clearly have lessons to learn. The IACP southern Region, in collaboration with the IAS put together the conference in May, titled "Working With the Suicidal Client, Clinical Issues in Practise." This was our way as a professional group to bring and deliver practise-focused, evidence-based training to people working with the suicidal client, and the suicide bereaved client.

With regard for training in CBT, the southern regional committee was involved in hosting the "Professional Certificate in CBT" which was run by PCI College. The first groups began in October 2008 with 24 delegates attending. Due to an overwhelming response to the LOCAL training, numbers grew and a further 2 groups were facilitated. Each Professional Certificate Group ran over 5 days, two weekend plus an integration day. So as you can imagine the voluntary committee who attended to oversee the days were stretched to the limit. Mary Barrett co-ordinated these three groups with such precision, commitment and attention to detail. Without her expertise it would not have run so smoothly. My sincere thanks to Mary for this. Overall, 88 delegates received training in CBT locally.

At present the committee are planning a training seminar on "Legal Issues for Counsellors/Psychotherapists". This seminar will take place on the 8th of May 2010 in the Silversprings Moran Hotel in Cork. The training will be given by 'La Touche Training', experts in the field, who specialise in training people in legal matters in Ireland.

As chairperson I would like to acknowledge and thank all the committee members over the last few years for their continued commitment and hard work. I would also like to thank Cathaoirleach Margaret Chambers for her support and all the hard work, commitment and dedication to the work of the IACP, and to take this opportunity to wish you well Margaret for the future.

Geraldine Burke with Mary Barrett on CBT Workshops.

WEST/NORTH-WEST REGIONAL REPORT:

This is a vast regional encompassing the counties of Connaught with Donegal and occasional members from neighbouring counties.

The meetings take place in various centres within the region to encourage full participation in local IACP activities and network communication. There were five meetings during the past year. The main item was the preparation and planning of the forthcoming workshops. Two important workshops had to be cancelled owing to lack of applications. This disappointment has been offset by the fact that the present workshop on Psychopharmacology has been fully booked. The workshop on Resistance was also over subscribed.

The committee welcomes the reports from the executive meetings and the possibility of regional participation in the executive meetings. It is envisaged that a further workshop will take place in the Autumn and members are encouraged to attend the forthcoming AGM.

Padraic O'Doherty, Chairperson

NORTHERN IRELAND REGIONAL REPORT

As a regional committee we for years have faced the difficulty of competing for membership with BACP. In the North, BACP is almost synonymous with student membership yet so many will work on both sides of the Border. For this reason we have put effort into the encouragement of students to see the benefits of belonging to IACP which is comfortably close to home when members are in need of professional help and ongoing professional development. For these reasons we have offered students reduced rates at workshops and have increased attendance as a result. During this year we have offered successful workshops on Anger in the Therapeutic relationship, Working with Adult Survivors of Sexual Abuse and Sexual Abuse and Vulnerable People. These will be followed in May with a workshop on Focusing. We on the committee would like to take the opportunity of thanking Margaret Chambers, Cathaoirleach, for being a most interesting guest speaker at our AGM on Statutory Regulation and its implications for Northern members.

Catherine Boyle, Chairperson

Sub-Committee Reports to 2009 AGM

Ethics Sub-Committee Report

The Ethics Subcommittee met three times in 2009 – in March, May, and September. The Subcommittee also employs email discussions on questions arising between meetings so that pressing issues need not wait till the next meeting is convened.

This year the Subcommittee has dealt with questions from counselling organisations, from training courses, from supervisors, from counsellors, and from clients.

It has suggested that two codes of ethics – one for counsellors and one for supervisors – may lead to confusion, and that the code for supervisors might be renamed a “code of practice”.

The Subcommittee has noted a relative decline in the number of ethical queries being received, and a concomitant shift in its workload towards a more proactive involvement in the teasing out of prospective ethical issues in relation to existing workpractices, changes in workpractices, and guidelines thereto.

There are currently two vacant positions on the Subcommittee, and we welcome any members who would like to join. Application can be made through the IACP office.

Orla Crowley, Chairperson

Supervision Committee Report

Chairperson **Claire Missen** Secretary **Christine May**

Committee members: **Paddy Browne, Bernie Hackett, Jean Prior, Noreen Sweeney**

The supervision committee exists to monitor the standard of Supervision practice within IACP and to regulate the supervisor accreditation process.

Membership of the committee consists of up to 6 Accredited Supervisors, and during 2009 the committee met monthly to deal with all queries as regards the practice of supervision.

A number of Briefing days were held in Dublin and one in Cork to process the considerable volume of applications by members for Supervision Accreditation; this pathway to Supervision Accreditation will end in March 2010.

The sub-committee of the supervision committee, which was formed to establish criteria for supervision training, completed its work following a consultation with course directors. Their document, *Criteria and Guidelines for Supervision Training Courses Seeking IACP Recognition*, has been ratified by the Executive Committee. A working group has now been set up to examine how the process of IACP recognition of Supervision Training courses will be managed.

The supervision committee continues to act as a link with the Supervisors' Forum which was established to provide a place for Accredited Supervisors to share concerns and to meet their professional development needs.

Complaints Committee Report

Co-Chairs **Alison Dye, Gearoid Manning** Extern **Joe Cahill**

Committee members: **Colin Fallon, Breda Butler, Derek Hanrahan, Margaret Watchorn, Claire Missen**

Total New Complaints Since March '09:	12
Total New Complaints Investigated/Deemed Legitimate and Within Our Remit:	6 definite, 2 pending further information
Total Not Investigated/Deemed Not Legitimate, Not Within Our Remit, Not Pursued by Complainant or Against Former Associate Members:	4
Total Completed in '09-'10:	1
Total Carried Forward from '08-'09:	1
Total Completed from '08-'09:	1

The Complaints Against Courses Committee, which consists of 2 members from Complaints and 2 from Course Recognition, is based in the Complaints Committee which receives the relevant complaints in the first instance. The Complaints Against Courses Committee has received 2 complaints this year. 1 is on-going and 1 has been completed.

We have also been addressing some general issues in relation to complaints:

- ◆ Membership categories – resolved
- ◆ The role of the supervisor in a complaints process – need for guidelines and requirements
- ◆ Issue of dual roles – need for guidelines
- ◆ Review of procedures to up-date
- ◆ Clarity and organisation of record-keeping and confidential storing of records
- ◆ Appeals Procedure – completed
- ◆ Role of IACP admin/office staff in relation to processing complaints received into office

The usual process by which complaints are handled, through the assignment of a two-person investigating team, is still in place and the steps followed are clear and transparent.

Alison Dye, Gearoid Manning

Complaints Against Courses Committee Report

The Complaints Committee received one complaint made against a Recognised Training Course late in 2008. As per procedures a sub-committee was convened to deal with this complaint and held its first meeting in February 2009.

The Complaints Against Courses Committee was made up of two members from the Complaints Committee, Margaret Watchorn and Derek Hanrahan, and two members from the Course Recognition Committee, Barbara Keeling and Marcella Finnerty. Joseph Cahill was the committee's Extern. The committee's investigation of this one complaint was completed in November 2009. There were four committee meetings held and the complaint is now concluded. A new complaint was received by the Complaints Committee in January 2010. A sub committee has been convened to investigate this complaint.

The Complaints Against Courses Committee requires four members and is presently seeking another member from the Course Recognition Committee to fulfill the requirement. The committee does not have monthly meetings but meets on an ad hoc basis when the need arises.

Derek Hanrahan

Continuing Professional Development Committee Report

The IACP Continuing Professional Development framework, (CPD Log), which was approved at the 2008 AGM became the official method for recording the continuing professional development activities of accredited members in April 2009. To support this process, over the coming year the CPD committee will contact a random selection of accredited members to determine the efficacy of the CPD Log in relation to the needs of the members and the organization as a whole.

The committee will continue to facilitate, encourage and promote the use of the CPD Log by answering queries either through the office or by email at iacpcpd@gmail.com. Also, if needed, a member of the CPD committee can attend a Regional or other meeting of IACP members to answer concerns. The Log is now available to download from the IACP website from the section called "CPD Information". Guidelines for its use are also available in that section.

The assessment of CPD activities of IACP accredited members will remain, as always, the remit of the Accreditation Committee.

Jane Joyce, Alan O Dwyer, Pauline Irving, Ann Long

Éisteach Editorial Committee Report

The committee meets on average every two months to discuss all the business involved in getting the magazine to print each quarter. The team started with three members at the beginning of the year, a challenge we managed successfully. We are now doubled in strength, which has added to the creative juices. This was reflected in the range of articles we covered throughout the year, articles from dream interpretation, the healing role of art and creativity to reflections on psychotherapy and evil. We worked on guidelines for contributors and are happy that they are now on the website. We were greatly heartened by the recent survey which acknowledged the value of the magazine for counsellors. We noted that there is a greater desire for articles and reflections on clinical matters and hope to address this in future editions. While we encourage the readers to write letters on issues pertinent to our profession, the resistance to taking up the pen is reflected in the dearth of contributions. Book reviews and reports on workshops are a way of communicating what is topical and we were pleased to see from the survey that people value that aspect of the magazine.

We look forward to improving the quality and standard of the magazine and will continue to source articles that are challenging and stimulating.

Frances Heery, Chairperson (on behalf of the Board)



Directors' Report and Financial Statements for the year ended 31 December 2009

Company Information

Directors: The following directors have held office since 1 January 2009:

Margaret Chambers
Toni Doherty
Gillford D'Souza (Resigned 28 March 2009)
Bernadette Hackett
Geraldine Hallahan
Ray Henry
Jane Joyce
Judy Matthews (Resigned 28 March 2009)
Keith Brennan (Appointed 28 March 2009)
Pauline Tallon-Collins (Resigned 28 March 2009)
Seamus Sheedy (Appointed 4 April 2009)
Padraig O'Morain (Appointed 18 September 2009)
Eoin Stephens (Resigned 28 March 2009)
Maire Tonkin (Appointed 28 March 2009)
Alan Furlong (Appointed 28 March 2009 and resigned 6 August 2009)
Pauline Irving (Appointed 27 November 2009)
Margaret Cox (Resigned 15 January 2009)
Anne Reilly (Appointed 28 March 2009 and resigned 6 October 2009)

Secretary	Geraldine Hallahan
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 St., Bray, Co. Wicklow ICS Building Society New Century House, IFSC, Mayor St Lwr, Dublin 1 Ulster Bank (Blackrock) Main St., Blackrock, Co. Dublin
Solicitors	Coghlan & McNally 11/13 Sundrive Road, Kimmage, Dublin 12



Directors' Report for the year ended 31 December 2009

The Directors present their report and financial statements for the year ended 31 December 2009.

Principal activities and review of the business

IACP exists to set, maintain and regulate standards for the profession of Counselling and Psychotherapy, and in doing so, to protect the public.

IACP Achievements 2009

- **Executive HR Management Group** was set up as recommended in the Human Resources Report (2008).
- **Review of IACP Executive Board Structure:** Consultancy session with an organisational development trainer to examine the role of the board of directors and to explore ways in which the work of the Board could be refocused in order to increase its effectiveness
- **Mutual Recognition Agreement:** An Agreement between the IACP and the Irish Association of Humanistic and Integrative Psychotherapy (IAHIP) regarding mutual recognition of each organisation's accredited Supervisors was formalised.
- **IACP Regional Conferences and AGM's:** Good connection and net-working with Regional committees and Members throughout Ireland.
- **Dublin Workshop Committee:** Establishment of a workshop committee for the Dublin area and a very successful inaugural event was held, in response to suggestions from members to provide information on different approaches for sourcing clients, particularly in a time of recession.
- **Strategic Planning:** Assessment and consultation of membership, staff, executive committee and sub-committees views on a wide range of topics including: IACP Governance, Membership Services, Standards and Policies, Administration and PR. This led to the production of IACP's first Strategic Plan (2010-2013).
- **Statutory Regulation:** Continued participation in the Psychological Therapies Forum including contributions to both the plenary sessions and several specialist working groups. Presentations on the development of the Statutory Regulation Forum's work, followed by question and answer sessions were provided at Regional level as requested.
- **Financial:** See under Treasurer's Report.



Directors' Report for the year ended 31 December 2009

- **HR / Staff:** In accordance with best practice and drawing on the recommendations of the Human Resources (HR) consultants Report (2008), the following progress can be reported:
 - Appointment of National Director
 - Recruitment of Office Manager and Part-time Training Course Assessment Officer
 - Transition of part-time accounting role to that of full-time employee.

Public Relations / Organisational Profile:

- Engagement of the services of Carr Communications (starting Feb 2010)
- Development of IACP PR Policy
- Continued advertising in publications and engagement with media

Governance:

- Review of IACP Articles of Association, Memorandum of Association, Bye Laws, Sub Committee Regulations and Standing Orders Procedures
- Introduction of Expenses Policy (volunteers & staff)
- Formulation of Terms of Reference for Sub-committees and working groups (including regional sub-committees)

Premises: The search for a suitable IACP premises has been ongoing with market prices and availability being closely monitored. Related progress includes:

- Premises framework specification drawn up
- Initial consultations with property agents / experts and viewing of Properties
- Negotiations with landlords on current lease (due to expire in March 2012).

IACP Objectives 2010

As the IACP Strategic Plan has now been introduced, a structured framework exists to ensure that the Professional Standards, Governance, Resources and Member Services objectives, identified in the plan for completion by the end of Year 1, will be carried out. These include:

- Continued Engagement with the Psychological Therapies Forum
- Development of comprehensive Terms of Reference for all IACP committee's and working groups
- Raising of the IACP's profile both Nationally and Regionally through the utilisation of media and the structured distribution of IACP materials



Directors' Report for the year ended 31 December 2009

- Improved internal and external communication
- Continued development of the website including the introduction of an online payment facility and development of the Members' forum.
- Strengthen our links with International Organisations
- Increase our efforts to locate suitable property with the possibility of purchasing same
- Implementation of strategic plan relative to time frame outlined in plan
- Greater utilization of technology throughout the organisation
- Create user friendly service under the FAQ so that members can enquire about accreditation and reaccreditation
- To investigate the follow up to postgraduate specialist courses

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, 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.



Directors' Report
for the year ended 31 December 2009

Statement of Director's 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:

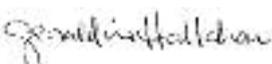
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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 2009. 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.

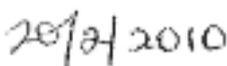
Results for the Year

	2009	2008
Retained Surplus for the year	181,325	120,662
Surplus brought forward	448,473	327,811
	<hr/>	<hr/>
Surplus carried forward	629,798	448,473
	<hr/> <hr/>	<hr/> <hr/>

By order of the board


Geraldine Hallahan
Director


Margaret Chambers
Director





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 2009 set out on pages 25 to 35. 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 21 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 Certified Public Accountants in Ireland (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 2009. We also report to you whether in our opinion: proper books of account have been kept by the company; whether, at the balance sheet date, there exists a financial situation requiring the convening of an extraordinary general meeting of the company; and 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 profit and loss account are in agreement with the books of account.



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

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.

Basis of audit opinion

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

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

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 2009 and of its profit for the year then ended ;

and

- have been properly prepared in accordance with the requirements of the Companies Acts, 1963 to 2009.



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

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.

In our opinion, the information given in the directors' report is consistent with the financial statements.

Byrne Curtin Kelly
Certified Public Accountants
Registered Auditor
Verschoyle House
28-30 Lower Mount Street
Dublin 2

Date: 20 February 2010



Income & Expenditure Account
for the year ended 31 December 2009

	Notes	2009 €	2008 €
Income		908,109	814,594
Administrative expenses		(740,971)	(712,525)
Operating Surplus	2	167,138	102,069
Other interest receivable and similar income	3	15,238	19,567
Interest payable and similar charges	4	(1,051)	(974)
Surplus on ordinary activities before taxation		181,325	120,662
Tax on surplus on ordinary activities	7	—	—
Surplus for the year		181,325	120,662

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

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

The notes on pages 29 - 35 form an integral part of these financial statements.

The financial statements were approved by the board on 28/12/2010 and signed on its behalf by:

Geraldine Hallahan
Director

Margaret Chambers
Director



Balance Sheet
as at 31 December 2009

	Notes	2009		2008	
		€	€	€	€
Fixed Assets					
Tangible assets	8		30,751		28,150
Current Assets					
Debtors	9	25,885		37,049	
Cash at bank and in hand		819,134		542,388	
		<u>845,019</u>		<u>579,437</u>	
Creditors: amounts falling due within one year	10	(238,352)		(146,110)	
Net Current Assets			<u>606,667</u>		<u>433,327</u>
Total Assets Less Current Liabilities			<u>637,418</u>		<u>461,477</u>
Creditors: amounts falling due after more than one year	11		(7,620)		(13,004)
			<u>629,798</u>		<u>448,473</u>
Capital and Reserves					
Income and Expenditure Account			<u>629,798</u>		<u>448,473</u>
Retained Surplus	12		<u>629,798</u>		<u>448,473</u>

The notes on pages 29 – 35 form an integral part of these financial statements.

The financial statements were approved by the board on 29/12/2010 and signed on its behalf by:

Geraldine Hallahan
Director

Margaret Chambers
Director



Cash Flow Statement
for the year ended 31 December 2009

	2009		2008	
	€	€	€	€
Net cash inflow from operating activities		276,399		71,995
Returns on investments and servicing of finance				
Interest received	15,238		19,567	
Interest element of finance lease rentals	(1,051)		(974)	
	<u> </u>		<u> </u>	
Net cash inflow for returns on investments and servicing of finance		14,187		18,593
Capital expenditure				
Payments to acquire tangible assets	(9,507)		(30,320)	
	<u> </u>		<u> </u>	
Net cash outflow for capital expenditure		(9,507)		(30,320)
		<u> </u>		<u> </u>
Net cash inflow before management of liquid resources and financing		281,079		60,268
Financing				
Capital element of finance lease contracts	(4,333)		18,387	
	<u> </u>		<u> </u>	
Net cash inflow/(outflow) from financing		(4,333)		18,387
		<u> </u>		<u> </u>
Increase in cash in the year		276,746		78,655
		<u> </u>		<u> </u>



Notes to the Cash Flow Statement
for the year ended 31 December 2009

	2009	2008
	€	€
1 Reconciliation of operating surplus to net cash inflow from operating activities		
Operating surplus	167,138	102,069
Depreciation of tangible assets	6,906	14,822
Decrease/(increase) in debtors	11,164	(14,164)
Increase/(decrease) in creditors within one year	91,191	(30,732)
Net cash inflow from operating activities	<u>276,399</u>	<u>71,995</u>

2 Analysis of net funds	1 Jan 2009	Cash flow	Other non-cash changes	31 Dec 2009
	€	€	€	€
Net cash:				
Cash at bank and in hand	<u>542,388</u>	<u>276,746</u>	<u>—</u>	<u>819,134</u>
Debt:				
Finance leases	<u>(18,387)</u>	<u>4,333</u>	<u>—</u>	<u>(14,054)</u>
Net funds	<u>524,001</u>	<u>281,079</u>	<u>—</u>	<u>805,080</u>

	2009	2008
	€	€
3 Reconciliation of net cash flow to movement in net funds		
Increase in cash in the year	276,746	78,655
Cash inflow from increase in debt and lease financing	4,333	(18,387)
Movement in net funds in the year	<u>281,079</u>	<u>60,268</u>
Opening net funds	<u>524,001</u>	<u>463,733</u>
Closing net funds	<u><u>805,080</u></u>	<u><u>524,001</u></u>



**Notes to the Financial Statements
for the year ended 31 December 2009**

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 law and the accounting standards issued by the Accounting Standards Board and promulgated by the Institute of Certified Public Accountants in Ireland (Generally Accepted Accounting Practice in Ireland), which have been applied consistently (except as otherwise stated).

1.3 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:

Plant and machinery	33.33% Straight Line
Computer equipment	33.33% Straight Line
Fixtures, fittings & equipment	15% Straight Line

1.4 Leasing

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.5 Pensions

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

1.6 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 profit and loss account.



Notes to the Financial Statements
for the year ended 31 December 2009

..... continued

2 Operating Surplus

Operating surplusis stated after charging:

Depreciation of tangible assets

Auditors remuneration

and after crediting:

Exchange differences

2009	2008
€	€
6,906	14,822
7,290	7,000
<u> </u>	<u> </u>
187	896
<u> </u>	<u> </u>

3 Other interest receivable and similiar income

Bank interest

2009	2008
€	€
15,238	19,567
<u> </u>	<u> </u>
15,238	19,567
<u> </u>	<u> </u>

4 Interest payable

Lease finance charges

2009	2008
€	€
1,051	974
<u> </u>	<u> </u>

5 Employees

Number of employees

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

Administration

2009	2008
Number	Number
10	8
<u> </u>	<u> </u>



**Notes to the Financial Statements
for the year ended 31 December 2009**

..... continued

Employment costs

	2009	2008
	€	€
Wages and salaries	332,628	257,615
Social welfare costs	34,037	27,400
Other pension costs	22,610	10,288
	<u>389,275</u>	<u>295,303</u>
	=====	=====

**6 Pension and other post-retirement
benefit commitments**

	2009	2008
	€	€
Contributions payable by the company for the year	22,610	10,288
	<u>22,610</u>	<u>10,288</u>
	=====	=====

7 Taxation

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

8 Tangible fixed assets

	Computer equipment	Fixtures, fittings & equipment	Total
	€	€	€
Cost			
At 1 January 2009	80,287	83,896	164,183
Additions	5,085	4,422	9,507
	<u>85,372</u>	<u>88,318</u>	<u>173,690</u>
At 31 December 2009	85,372	88,318	173,690
	=====	=====	=====



**Notes to the Financial Statements
for the year ended 31 December 2009**

..... continued

Depreciation

	Computer equipment	Fixtures, fittings & equipment	Total
	€	€	€
At 1 January 2009	80,287	55,746	136,033
Charge for the year	1,695	5,211	6,906
	<hr/>	<hr/>	<hr/>
At 31 December 2009	81,982	60,957	142,936
	<hr/>	<hr/>	<hr/>
Net book value			
At 31 December 2009	3,390	27,361	30,751
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 December 2008	—	28,150	28,150
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Included above are assets held under finance leases or hire purchase contracts as follows:

	Fixtures, fittings & equipment
	€
Net book values	
At 31 December 2009	15,838
	<hr/> <hr/>
At 31 December 2008	19,232
	<hr/> <hr/>
Depreciation charge for the year	
At 31 December 2009	3,394
	<hr/> <hr/>
At 31 December 2008	3,394
	<hr/> <hr/>



Notes to the Financial Statements
for the year ended 31 December 2009

..... continued

9 Debtors

	2009	2008
	€	€
Trade debtors	9,000	14,669
Prepayments and accrued income	16,885	22,380
	<u>25,885</u>	<u>37,049</u>
	=====	=====

10 Creditors: amounts falling due within one year

	2009	2008
	€	€
Net obligations under finance lease and hire purchase contracts	6,434	5,383
Trade creditors	43,695	18,759
Other creditors	11,877	10,276
Accruals and deferred income	176,346	111,692
	<u>238,352</u>	<u>146,110</u>
	=====	=====

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

PAYE control account	<u>11,877</u>	<u>10,276</u>
	=====	=====

11 Creditors: amounts falling due after more than one year

	2009	2008
	€	€
Net obligations under finance leases and hire purchase agreements	<u>7,620</u>	<u>13,004</u>
	=====	=====



**Notes to the Financial Statements
for the year ended 31 December 2009**

..... continued

	2009	2008
	€	€
Net obligations under finance lease and hire purchase contracts		
Repayable within one year	6,494	6,494
Repayable between one and five years	10,956	16,340
	<hr/>	<hr/>
Finance charges and interest allocated to future accounting periods	17,450	22,834
	(3,396)	(4,447)
	<hr/>	<hr/>
	14,054	18,387
Included in liabilities falling due within 1 year	(6,434)	(5,383)
	<hr/>	<hr/>
	7,620	13,004
	<hr/> <hr/>	<hr/> <hr/>

12 Reconciliation of retained surplus

	2009	2008
	€	€
Surplus for the financial year	181,325	120,662
Retained surplus brought forward	448,473	327,811
	<hr/>	<hr/>
	629,798	448,473
	<hr/> <hr/>	<hr/> <hr/>

13 Contingent liabilities

There were no contingent liabilities at the balance sheet date.

14 Capital commitments

There were no capital commitments at the balance sheet date.



**Notes to the Financial Statements
for the year ended 31 December 2009**

..... continued

16 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.

17 Approval of financial statements

The directors approved the financial statements on the

28/2/2010



Management Information

Detailed Trading, Income and Expenditure Account for the year ended 31 December 2009

	2009	2008
	€	€
Turnover	908,109	814,594
Administrative expenses	(740,971)	(712,525)
Operating surplus	167,138	102,069
Other interest receivable and similiar income		
Bank interest received	15,238	19,567
Interest payable		
Lease finance charges paid	(1,051)	(974)
Surplus before taxation 19.97%	181,325	14.81% 120,662



**Schedule of Distribution Costs and Administrative Expenses
for the year ended 31 December 2009**

	2009	2008
	€	€
Administrative expenses		
Staff costs	399,710	300,576
Rent & rates	43,256	42,542
General office costs	49,619	37,637
Workshops	73,968	58,505
Committee expenses	25,363	44,106
Printing, postage & stationery	98,584	118,043
Advertising	21,827	25,392
Professional fees	10,975	66,991
Audit fees	7,290	7,000
Other	3,473	(3,089)
Depreciation	6,906	14,822
Total	740,971	712,525



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