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## ASSOCIATION OF AGENCY BASED COUNSELLING LTD

Notice is hereby given that the Annual General Meeting will be held at the Ashling Hotel on Tuesday 16th May 2017 at 10.30am to transact the following business of the Company.

### Resolution 1

To accept the minutes of the AGM held on the 17th May 2016

### Resolution 2

To receive and adopt the Directors' Report and the financial statements for the year ended 31 December 2016 and the report of the auditors thereon (the "Accounts").

### Resolution 3

To re-appoint HLB Ryan and Co as auditors and to authorise the directors to fix their remuneration.

### Resolution 4 – Election, Re-election and Retirement of directors

To consider the election of new directors and to note the re-election and retirement of other directors to the Board of AACI.

### Re-election

There are no directors eligible for re-election at the 2017 AGM of AACI as they are currently serving their 3-year term.

### Retirement - These directors retired during the year;

Gerry Linnane, Maura Leahy

### Resolution 5

To transact such other business as may properly come before the Meeting or any adjournment thereof.

### Special Resolution 6

Revenue requires addition and adoption of new clauses to the AACI Constitution. (See attached clauses)

A member entitled to attend and vote at the above-mentioned meeting is entitled to appoint a proxy to attend and vote in his/her stead. A proxy need not be a member of the company.

All voting is restricted to **Full Members ONLY**

There are currently 2 places available on the AACI Board of Directors. If you are interested in a position on the Board please apply in writing to the AACI office by the 8th May 2017.

By Order Of The Board, Dated Wednesday 5th April 2017.

*Maura O'Callaghan*

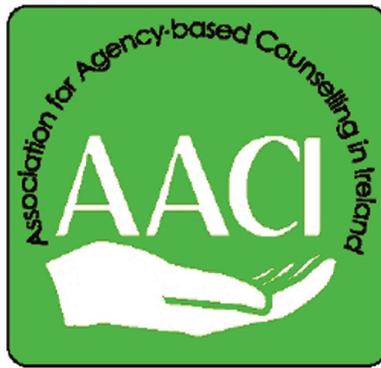
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**Maura Callaghan**

Company Secretary

### Directors

Karl Tooher, Marian Keigher, Maura Callaghan, Joseph Enright, Denise Barrett McDermott.



## AGENDA

### Annual General Meeting – May 16th 2017

Registration from 10.00 am for 10.30 am start

10.00 – 10.30	Registration/Tea/Coffee and Pastries
10.30 – 10.45	Apologies
	AGM Minutes 2016
	Matters Arising
10.45 – 11.30	Chairperson's Address
	Financial Report (Audited Accounts)
	National Coordinator's Report (includes National Database Report)
11.30 – 12.00	Representative from Tusla Child & Family Agency
12.00 – 12.15	Resolution 6 (Incorporating new clauses to the AACI Constitution as requested by Revenue)
12.15 – 12.30	Elections
12.30 – 1.00	AOB

# AACI AGM Meeting Minutes 17th May 2016 Aishling Hotel Dublin

## Present:

St Brigid's FCC, family Life, CARI, Family Life Ferns, Beacon of Light, Relationships Ireland, Living Life, Cork Marriage, Clanwilliam, Target, LSSC, Boyle Counselling, Vita House, Northside Counselling, Dundalk Counselling, Oasis, Fingal Counselling, Pro Consult, Cork Counselling, An Cosan, IICP

**Apologies:** Simon Sure Steps, Southwest Counselling, Crosscare Teen Counselling, Hesed House.

## Previous Minutes & Matters Arising

Last AGM: Proposed by Elizabeth McGuckin and Seconded by David O'Regan

EGM: Proposed by Mary Flaherty and Seconded by Denise McDermott

Karl Tooher Chair of AACI opened the meeting, welcomed attendees and asked for corrections to the minutes.

AGM Minutes: Typo Pg 4 Paragraph 6 last line "Karl". Pg 6 paragraph 3 line one "commitment"

EGM Minutes: Vicky McEvoy not listed as present.

**Floor Question:** Mary Flaherty asked as to whether we are fully compliant with Companies act given changes to association? Michelle McCafferty replied that according to accountant the answer is yes.

## Chair Report:

The work of the members of AACI continues to be fundamentally important to the people we work with throughout the country. The statistics in the database report demonstrate the need for continuing to support and develop community based counselling in Ireland. We look forward to the restoration of resources to help us to continue to develop our services in what continues to be tough times. Ger Matthews as National Coordinator has been fundamental to developing the AACI and he thanked her for her commitment and many achievements. Our first National Conference and the recruitment of Michelle McCafferty as IT and Financial consultant are highlights of the year. Thanks is due to Tusla for their continued support and commitment to developing the AACI and thanks in particular to Bill O'Dea, Brian O'Byrne, Deirdre Roche and the new CEO Fred McBride. On behalf of the Board of Directors Karl thanked the member organisations and all who work for the communities that we serve.

## Treasurer's Report:

Michelle McCafferty noted that the Association was dissolved on November the 11th last and so two sets of accounts are for report. She read the 2015 AACI Accounts to the floor from Pg 14 onwards.

**From the Floor:** Michael Dillon asked if the consultancy fees are on contract? Yes

Mary Flaherty asked if we have an overdraft arrangement. No. At no time was the Association in an Overdraft situation and have an alarm system in place for when funds are below €20,000 and €15,000.

Anne Goodwin noted that it is Tusla who is now funding the AACI, not the FSA.

Ger Matthews advised that money from Tusla was received in February this year. An extra €20,000 was granted for Consultancy last year.

Dennis Cahalane noted that Tusla have tended to pay grants very late, like the HSE. Has the AACI requested quarterly payments? Karl Tooher affirmed that the Board have done so but that it goes to central finance at Tusla and so is beyond our control.

Anne Goodwin pointed out that the FRC's get paid quarterly. Karl Tooher agreed that we should continue to ask for it.

The Financial Reports were then proposed and accepted by members by assent.

### **National Co-ordinator's Report:**

Ger Matthews National Coordinator addressed her report from Pg 40 onwards. Ger outlined that we have reached all the objectives on the Strategic Plan 2014-2017 so it will be a matter for the Board to address a new one. The meetings with Tusla over the last year have highlighted the need for and value of the national database. Michelle's role has been a vital source of support and expertise for her and is an important development for the association. Significant investment has been made on developing the database and further funding will need to be sought to develop it further. The National Conference was well attended and it was beneficial to have Nora Gibbons Chair of Tusla and Senator Mary Moran there. The Position Paper identified at the last AGM has now been published and will be widely disseminated to agencies and decision makers including to Tusla and Minister Zappone. The EGM has already been read into minutes. Ger noted her thanks to members of the AACI and also noted her thanks to colleagues in Tusla who have been very supportive and helpful in her role. In particular she wished Bill O'Dea and Brian O'Byrne well in their retirements.

**From the Floor:** Geoffrey McCarthy from Beacon of Light pointed to database compatibility issues they were having. Ger reported that a lot of work has been done to address these issues and hopes that they will not be repeated in the future.

Denise McDermott and Kirsty Kirkwood reported that they would have to invest significant funding in adjusting their system. Could help be provided in accessing funding from Tusla to do this? Ger replied that this is an issue for individual agencies and Tusla but that AACI could raise member concerns with Tusla. Mary Flaherty requested more database Training Days and Ger agreed to organise these.

Michael Burke highlighted the Articles of Association change at the EGM regarding the meaning of Accreditation. Karl confirmed that this was addressed at the EGM but that we will have to look at it at the Board level to make sure no confusion exists.

Mary Flaherty addressed Resolution 4 from EGM as to whether we have to move to having a Constitution in place. Michelle McCafferty confirmed that the solicitor is working on this.

Michael Dillon asked whether we should be funded by Tusla alone as a lot of our work was for HSE clients. Ger confirmed that Fred McBride new CEO of Tusla is also of that opinion. Karl confirmed that the AACI have sought meetings with HSE regarding counselling and Mental Health services. There are different experiences around the country.

## Database Report:

Ger Matthews addressed the database report from Pg 45 of the Annual Report, particularly focusing on the increase from 11 to 21 agencies now submitting data reflecting increases in clients seen and sessions offered to both Tusla and non Tusla clientele. The full roll out of new developments in the database will not be seen until next year's report. Tusla have decided that the database is central to the Service Level Agreements it has with AACI members. Ger thanked member agencies for their work on the database in 2015.

**From the Floor:** Mary Flaherty pointed out that as CARI works with clients post CPN so it is not an item that they currently capture. Michael Dillon noted the increase in activity and Karl affirmed that the work has always been done, it just hasn't been captured until now.

## Eifion Williams Chief Operations Officer Tusla Presentation on Commissioning

Eifion Williams gave a presentation on the future of Commissioning, the way Tusla intend to fund the work they wish to see done by agencies external to Tusla. He offered his apologies that Fred McBride could not be here as intended and gave a background to the evolution of Tusla.

Tusla intends to commission agencies to carry out work that they have identified as target areas of work. The process of identifying and prioritising these targets is ongoing currently and is informed by legislation as well as consultation with stakeholders and service users.

It is clear what Tusla want is to fund agencies for work that is focused, is well governed and is evidence based. Tusla want to work with agencies to enable them meet the needs identified.

**From the Floor:** Michael Burke enquired as to who the headline agencies were for Tusla and the amount of agencies funded for counselling. Eifion replied that some of the larger agencies are residential care providers as well as Barnardo's. Tusla has 344 agencies that receive some funding for counselling. Some €9 million goes to private contractors also which is more costly than community provision. Procurement is the end stage of commissioning. Governance is a key issue for Tusla as some of the work is court mandated and needs to be of highest standard.

Mary Flaherty pointed out that court mandated work can be time consuming and complex pieces of work. Eifion agreed that the quality of the work needs to be right and that commissioning is focused on outcomes for clients. He envisages a time where there is a combination of local generic services and regional specialist services for the like of bereavement, trauma etc.

It was also pointed out that in an open market other agencies might spring up to "grab" funding. Eifion was keen that Tusla can work with AACI to help its members respond to the need and Tusla are prepared to support that. Governance is a key concern.

Eifion outlined that the key to commissioning was that there would be equal distribution and access to services across rural and urban areas. That AACI be tied into CIPC locally. Tusla has been focused on the higher levels of need but do recognise a place for preventative work also. He referred to the high incidence of bereavement as an issue for children in care.

Maura Leahy enquired as to what level of need bereavement counselling would address as it is a complex area. Eifion said that he would see this as a specialist service delivered by a regional service at a local level.

Liz Whelan pointed out that play therapy requires specialist resources that cost additional resources.

Marian Keigher suggested the setting up of a forum to guide the development of regional services that may involve several member organisations coming together, that would require strategic planning.

Anne Goodwin suggested linking in with CIPC as a way of identifying local need but that delivery would have to be prioritised at national level.

Eifion said that Tusla's priorities were on unit cost, quality, evidence based practice, data collection and

monitoring of service.

Karl said that he was heartened by what he heard and saw room for AACI to grow locally and nationally within commissioning. There is a balance to be struck between restoring resources to organisations to help meet the needs that do exist and meeting the needs as identified by Tusla itself.

Michael Dillon saw the need for better relationships between AACI members to facilitate better working together helped by greater networking opportunities. Karl saw more room for developing these opportunities in the future.

Mary Flaherty pointed out that the board is voluntary and that the work is growing, more is required more will be needed to facilitate that.

Karl thanked Eifion and Deirdre Roche for their attendance and positive contribution both today and indeed throughout the year and spoke on behalf of the AACI about looking forward to further developing relationships in the year to come.

## Resolutions and Elections

Resolution 1 and 2 regarding the minutes of last year's AGM and EGM as well as the financial reports and had already been presented to the AGM and passed unanimously.

Resolution 3 regarding re-appointing auditors was put to the AGM and also passed unanimously

Resolution 6 on the proposal to change the name of the AACI to AACPI to incorporate Psychotherapy in the name was then moved by the Chair. 16 votes in favour none against motion carried.

Resolution 4 Election, Re-election and Retirements

Karl reported that there was one retirement from the Board Catherine Collins. There are no directors due for re-election. In response to queries from the floor, the Chairman noted that there are 2 places currently vacant on the board and nominations would be welcome. It is a working and busy board and directors are not there to represent their agencies but rather the interests of all the members and the sector. The board does not trade recklessly and it is a company limited by guarantee. There is directors insurance and the term is 3 years, the board meets monthly.

Maura Leahy from Relationships Ireland had put herself forward prior to the AGM and at the AGM was proposed by Helen Kirwan from Clanwilliam and seconded by Mary Flaherty from CARI. Karl invited any others interested to contact Ger after the meeting.

Denise McDermott had also expressed an interest in joining the board and said she would get back to us.

## AOB:

No other business was forwarded and the Chairman formally closed the AGM.

Karl again noted his thanks and praise for Ger and Michelle and all the hard work done over the course of the year as well as in prep for the AGM.

Proposed by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Date: \_\_\_\_\_



## Special Resolution 6

### **New clauses to be added and adopted to the AACI Constitution**

#### **Income and Property**

The income and property of the company shall be applied solely towards the promotion of main object(s) as set forth in this Constitution. No portion of the company's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the company. No charity trustee shall be appointed to any office of the Company paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the company. However, nothing shall prevent any payment in good faith by the company of:

- a) Reasonable and proper remuneration to any member or servant of the company (not being a charity trustee) for any services rendered to the company;
- b) Interest not a rate exceeding 1% above the Euro Interbank Offered Rate (Euribor) per annum on money lent by charity trustees or other members of the company to the company;
- c) Reasonable and proper rent for premises dismissed and let by any member of the company (including any charity trustee) to the company;
- d) Reasonable and proper out-of-pocket expenses incurred by any charity trustee in connection with their attendance to any matter affecting the company;
- e) Fees, remuneration or other benefit in money or money's worth to any Company of which a charity trustee may be a member holding not more than one hundredth part of the issued capital of such Company;
- f) Payment by the company to a person pursuant to an agreement entered into in compliance with section 89 of the Charities Act, 2009 (as for the time being amended, extended or replaced)

#### **Additions, alterations or amendments**

The organisation must ensure that the Charities Regulator has a copy of its most recent governing instrument. If it is proposed to make an amendment to the Governing Instrument of the organisation which requires the prior approval of the Charities Regulator, advance notice in writing of the proposed changes must be given to the Charities Regulator for approval, and the amendment shall not take effect until such approval is received.

## Winding-up

If upon the winding up or dissolution of the company there remains, after satisfaction of all debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of the company. Instead, such property shall be given or transferred to some other charitable institution or institutions having main objects similar to the main objects of the company. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of their income and property among their members to an extent at least as great as is imposed on the company under or by virtue of Clause.... Hereof. Members of the company shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object with the agreement of the Charities Regulator. Final accounts will be prepared and submitted that will include a section that identifies and values any assets transferred along with the details of the recipients and the terms of the transfer.

# Chairperson's Foreword 2017

Community based counselling services are significantly important because people matter. Ideas of worth and value permeate our society; to such an extent that many feel, or are indeed, excluded. Furthermore, the economic crisis of the past number of years has exacerbated the already deep inequalities inherent in our society. Research is consistent in highlighting the systemic effects of economic disadvantage and injustice on our mental health. Indeed Minister Lynch in her foreword to the Mental Health Commissions "The Human Cost" report stated 'For the services, the challenge is to ensure that when people seek help that they will find timely, sensitive and effective support', she went on to say "I believe that the time has now come for us all to step up to the plate." I can with full confidence state that in the face of severe funding cuts, dwindling resources, and increasing need we, the members of the AACI, responded to these challenges, with great grace and vigour. Consequently, many individuals, families, and communities have been helped, survived and thrived, where otherwise they might not.

The organisations and people who make up the AACI have a lot to be proud of. The services we provide, the effectiveness in how we deliver them, and the resulting outcomes are remarkable. Conceivably, we haven't always been as effectual in portraying our story to persons outside of our sector, but we are improving. In the last year we have continued to capture and present our statistical record, thus allowing us to even better demonstrate our utility, in an accessible language, to policy makers and funders. This large and growing body of evidence has provided us with a platform to engage in a 'process of persuasion' regarding the significant structures, functions and value of community based counselling.

I am very pleased to say that 2016 saw a continuation of the engagement between the AACI and key representatives in Tusla on these matters. On your behalf, we have steadfastly argued for a restoration in funding, and a strategy that embeds a long-term commitment to our services, and the communities we serve. Whilst acknowledging that these discussions, and hoped for decisions, take longer than all of us would want; they have been informative, honest and productive. I would like to thank Eifion Williams, Deirdre Roche, and Fred McBride for their time and continuing commitment to this process.

The operation, development and continued accomplishments of the AACI rely on the commitment and dedication of many people. As mentioned, our statistical evidentiary base has allowed us to articulate our inherent worth with enhanced precision and impact; I would like to thank Michelle McCafferty for all that she has achieved in her IT, database and support services role. Additionally, I would like to recognise the critical commitment of the Board of Directors of the AACI who work hard to ensure proper governance, growth and financial over-sight. Continuing to be at the core of our development and success is our National Coordinator Ger Matthews. As I look back over the past year, it has been Ger's professionalism, vision, and hard-work that has been essential to

all our endeavours and successes; thank you Ger for all that you have brought to the AACI.

On a personal level it has been a privilege to be part of the development of the AACI over the last number of years; and I would like to thank everyone in the AACI and Northside Counselling Service for giving me that opportunity.

Finally, on behalf of the Board of Directors I wish to thank all our member organisations, and everyone involved, who work so diligently, professionally and with such dedication to support the many people and communities that we help, serve and make a very real difference to.

**Karl Tooher**  
Chairperson

# Financial Overview of 2016

We have had a successful year with further establishing the AACI mission. The finance position of the company was secured and supported by funding from Tusla of €92,892 (2015 - €92,743). All the expenses were in line with our budgets and prior year's expenditure. No significant enhancements were made to the database.

	Jan – Dec 2016
Income	€98,079
Expenditure	€ (85,133)
Profit	€12,946

Our main expenditure during this year viewed as one entity:

	€
Wages	31,500
Employer PRSI	3,386
Database - Storm Support contract	5,883
IT Database and finance Consultant	16,214
Printing and Stationary	4,845
Auditor Expenses	2,480
Director Expenses	
Travel	5,696
Hotel	3,190
Food and subsistence	1,888

Please note that four of our directors are from around the country and not Dublin based.

*IT & Financial Consultant  
Michelle McCafferty*



Company Number: 545085

**The Association of Agency Based Counselling in Ireland Company Limited By  
Guarantee**

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

**Directors' Report and Financial Statements**

**for the year ended 31 December 2016**

**HLB Ryan Limited  
Chartered Accountants and Statutory Auditor  
4th Floor, Harmony Court  
Harmony Row  
Dublin 2**

## **The Association of Agency Based Counselling in Ireland Company Limited By Guarantee**

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

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## **The Association of Agency Based Counselling in Ireland Company Limited By Guarantee**

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

### **Directors and Other Information**

<b>Directors</b>	Karl Tooher Gerry Linnane Maura Callaghan Marian Keigher Joseph Enright Denise McDermott (Appointed 27 June 2016) Maura Leahy (Appointed 27 June 2016) Catherine Collins (Resigned 25 January 2016)
<b>Company Secretary</b>	Gerry Linnane (Appointed 25 January 2016) Catherine Collins (Resigned 25 January 2016)
<b>Company Number</b>	545085
<b>Charity Number</b>	CHY 18950
<b>Registered Office</b>	Unit No. 6, The Village Centre Churchlands Slane Co. Meath
<b>Business Address</b>	Unit No. 6, The Village Centre Churchlands Slane Co. Meath
<b>Auditors</b>	HLB Ryan Limited Chartered Accountants and Statutory Auditor 4th Floor, Harmony Court Harmony Row Dublin 2
<b>Bankers</b>	Bank of Ireland 50-55, Baggot Street Lower, Dublin 2
<b>Solicitors</b>	Liston & Company Argyle house 103-105 Morehampton Road Donnybrook Dublin 4

# **The Association of Agency Based Counselling in Ireland Company Limited By Guarantee**

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

## **Directors' Report**

**for the year ended 31 December 2016**

The directors present their report and the audited financial statements for the year ended 31 December 2016.

### **Principal Activity**

The principal activity of the company is to establish and maintain an accreditation scheme for counselling agencies.

The company was incorporated on 9 June 2014. Previously, it operated as an Association under the name, 'Association of Agency-Based Counselling in Ireland'. The Association ceased on the 11 November 2015 and all assets and liabilities were transferred to the company.

The charity has been granted charitable tax status under Sections 207 and 208 of the Taxes Consolidation Act 1997, Charity No CHY 18950 and is registered with the Charities Regulatory Authority.

There has been no significant change in these activities during the year ended 31 December 2016.

The Company is limited by guarantee not having a share capital.

### **Principal Risks and Uncertainties**

The directors are of the opinion that the following are the principal risks and uncertainties that effect the company:

#### **Liquidity risk**

The principal risk affecting the company is liquidity risk and in particular the risk pertaining to receipt of government funding. Under the mandate of members, the directors are committed to engaging with TULSA, Child and Family Agency, to ensure financial assistance is provided so that the company may continue to provide support services to its members.

### **Financial Results**

The surplus for the year after providing for depreciation amounted to €12,946 (2015 - €17,884).

At the end of the year the company has assets of €34,670 (2015 - €22,361) and liabilities of €3,840 (2015 - €4,477). The net assets of the company have increased by €12,946.

### **Directors and Secretary**

The directors who served throughout the year, except as noted, were as follows:

Karl Tooher  
Gerry Linnane  
Maura Callaghan  
Marian Keigher  
Joseph Enright  
Denise McDermott (Appointed 27 June 2016)  
Maura Leahy (Appointed 27 June 2016)  
Catherine Collins (Resigned 25 January 2016)

The secretaries who served during the year were;

Gerry Linnane (Appointed 25 January 2016)  
Catherine Collins (Resigned 25 January 2016)

The company is limited by guarantee and does not have any share capital. Therefore the directors and secretary who served during the period did not have a beneficial interest in the company.

In accordance with the Articles of Association, at the first Annual General Meeting, all the directors shall retire from office. At the Annual General Meeting in every subsequent year, one-third of the Directors for the time being shall retire from office. A retiring Director shall be eligible for re-election.

### **Future Developments**

The directors are not expecting to make any significant changes in the nature of the business in the near future.

## **The Association of Agency Based Counselling in Ireland Company Limited By Guarantee**

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

### **Directors' Report**

**for the year ended 31 December 2016**

#### **Post Balance Sheet Events**

The company wishes to change its name to The Association of Agency-Based Counselling and Psychotherapy in Ireland (AACIP) Company Limited by Guarantee. As at 31st December 2016, the company have written to the Revenue and Charity regulator regarding the new constitution and are currently awaiting their response before submitting a request to the CRO to change the name.

#### **Political Contributions**

The company did not make any disclosable political donations in the current year.

#### **Auditors**

The auditors, HLB Ryan Limited, (Chartered Accountants) have indicated their willingness to continue in office in accordance with the provisions of Section 383(2) of the Companies Act, 2014.

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

In accordance with Section 330 of the Companies Act 2014, so far as each person who was a director at the date of approving this report is aware, there is no relevant audit information, being information needed by the auditor in connection with preparing its report, of which the auditor is unaware. Having made enquiries of fellow directors and the group's auditor, each director have taken all the steps he/she is obliged to take as a director in order to make himself/herself aware of any relevant audit information and to establish that the auditor is aware of the information.

#### **Accounting Records**

To ensure that adequate accounting records are kept in accordance with Sections 281 to 285 of the Companies Act 2014, the directors have contracted the services of Michelle McCafferty and have maintained appropriate computerised accounting systems. The accounting records are maintained at the company's office at Unit No. 6, The Village Centre, Churchlands, Slane, Co. Meath.

#### **Signed on behalf of the board**

\_\_\_\_\_  
**Karl Tooher**  
Director

\_\_\_\_\_  
**Maura Callaghan**  
Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **The Association of Agency Based Counselling in Ireland Company Limited By Guarantee**

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

### **Directors' Responsibilities Statement for the year ended 31 December 2016**

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

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

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

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

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

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as the directors are aware:

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

#### **Signed on behalf of the board**

\_\_\_\_\_  
**Karl Tooher**  
**Director**

\_\_\_\_\_  
**Maura Callaghan**  
**Director**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Independent Auditor's Report  
to the Members of The Association of Agency Based Counselling in Ireland  
Company Limited By Guarantee**

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

We have audited the financial statements of The Association of Agency Based Counselling in Ireland Company Limited By Guarantee for the year ended 31 December 2016 which comprise the Income and Expenditure Account, the Balance Sheet, the Reconciliation of Members' Funds, the Cash Flow Statement, the Accounting Policies and the related notes. The relevant financial reporting framework that has been applied in their preparation is the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council and promulgated by the Institute of Chartered Accountants in Ireland.

This report is made solely to the company's members, as a body, in accordance with Section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view and otherwise comply with the Companies Act 2014. Our responsibility is to audit and express an opinion on the financial statements in accordance with Irish law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

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. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 31 December 2016 and of its surplus for the year then ended; and
- have been properly prepared in accordance with the relevant financial reporting framework and, in particular, the requirements of the Companies Act 2014.

**Matters on which we are required to report by the Companies Act 2014.**

- We have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited.
- The financial statements are in agreement with the accounting records.
- In our opinion the information given in the Directors' Report is consistent with the financial statements.

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

We have nothing to report in respect of the provisions in the Companies Act 2014 which require us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by Sections 305 to 312 of the Act are not made.

---

**Derek Ryan**  
**for and on behalf of**  
**HLB RYAN LIMITED**  
Chartered Accountants and Statutory Auditor  
4th Floor, Harmony Court  
Harmony Row  
Dublin 2

**Date:** \_\_\_\_\_

## The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

### Income and Expenditure Account for the year ended 31 December 2016

	Notes	2016 €	2015 €
Income	7	98,079	33,479
Expenditure		(85,133)	(15,595)
<b>Total Comprehensive Income</b>		<b>12,946</b>	<b>17,884</b>

The company has no recognised gains or losses other than the surplus for the year. The results for the year have been calculated on the historical cost basis. The company's income and expenses all relate to continuing operations.

Approved by the board on \_\_\_\_\_ and signed on its behalf by:

\_\_\_\_\_  
Karl Tooher  
Director

\_\_\_\_\_  
Maura Callaghan  
Director

## The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

### Balance Sheet

as at 31 December 2016

	Notes	2016 €	2015 €
<b>Fixed Assets</b>			
Tangible assets	10	988	1,771
<b>Current Assets</b>			
Debtors	11	1,645	-
Cash and cash equivalents		32,037	20,590
		33,682	20,590
<b>Creditors: Amounts falling due within one year</b>	12	(3,840)	(4,477)
<b>Net Current Assets</b>		29,842	16,113
<b>Total Assets less Current Liabilities</b>		30,830	17,884
<b>Reserves</b>			
Income and expenditure account		30,830	17,884
<b>Members' Funds</b>		30,830	17,884

Approved by the board on \_\_\_\_\_ and signed on its behalf by:

\_\_\_\_\_  
Karl Tooher  
Director

\_\_\_\_\_  
Maura Callaghan  
Director

## The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

### Reconciliation of Members' Funds as at 31 December 2016

	Retained surplus	Total
	€	€
Surplus for the year	17,884	17,884
<b>At 31 December 2015</b>	<u>17,884</u>	<u>17,884</u>
Surplus for the year	12,946	12,946
<b>At 31 December 2016</b>	<u><u>30,830</u></u>	<u><u>30,830</u></u>

## The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

### Cash Flow Statement

for the year ended 31 December 2016

	Notes	2016 €	2015 €
<b>Cash flows from operating activities</b>			
Surplus for the year		12,946	17,884
Adjustments for:			
Depreciation		783	783
		<u>13,729</u>	<u>18,667</u>
Movements in working capital:			
Movement in debtors		(1,645)	-
Movement in creditors		(637)	4,477
		<u>11,447</u>	<u>23,144</u>
Cash generated from operations			
		<u>11,447</u>	<u>23,144</u>
<b>Net increase in cash and cash equivalents</b>		<b>11,447</b>	<b>23,144</b>
<b>Cash and cash equivalents at beginning of financial year</b>		<b>20,590</b>	<b>-</b>
		<u>20,590</u>	<u>-</u>
<b>Cash and cash equivalents at end of financial year</b>	<b>18</b>	<b>32,037</b>	<b>23,144</b>
		<u><u>32,037</u></u>	<u><u>23,144</u></u>

# The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

## Notes to the Financial Statements

for the year ended 31 December 2016

### 1. GENERAL INFORMATION

The Association of Agency Based Counselling in Ireland Company Limited By Guarantee is a company limited by guarantee incorporated in the Republic of Ireland. Unit 6, The Village Centre, Churchlands, Slane, Co. Meath is the registered office. The nature of the company's operations and its principal activities are set out in the Directors' Report. The financial statements have been presented in Euro (€) which is also the functional currency of the company.

### 2. ACCOUNTING POLICIES

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

#### Statement of compliance

The financial statements of the company for the year ended 31 December 2016 have been prepared on the going concern basis and in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102). These are the company's first set of financial statements prepared in accordance with FRS 102. There have been no transitional adjustments made.

#### Basis of preparation

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

#### Income

Income comprises total contributions from state agencies, membership subscriptions and conference fees.

#### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. The charge to depreciation is calculated to write off the original cost or valuation of tangible fixed assets, less their estimated residual value, over their expected useful lives as follows:

Fixtures, fittings and equipment	- 25% Straight line
----------------------------------	---------------------

The carrying values of tangible fixed assets are reviewed annually for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

#### Trade and other debtors

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

#### Cash and cash equivalents

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

#### Trade and other creditors

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

# The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

## Notes to the Financial Statements

continued

### for the year ended 31 December 2016

#### Employee benefits

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The company also operates a defined benefit pension scheme for its employees providing benefits based on final pensionable pay. The assets of this scheme are also held separately from those of the company, being invested with pension fund managers.

#### Taxation

The company is limited by guarantee under the Companies Acts 2014 and is not established for the profit or gain of its members. The company is solely trading for the mutual benefit of its members and accordingly is not liable to Corporation Tax in the current period.

### 3. ADOPTION OF FRS 102

This is the first set of financial statements prepared by The Association of Agency Based Counselling in Ireland Company Limited By Guarantee in accordance with accounting standards issued by the Financial Reporting Council, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"). The company transitioned from previously extant Irish and UK GAAP to FRS 102 as at 1 January 2015.

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

Estimates and judgements made in the process of preparing the entity financial statements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Critical accounting estimates and assumptions

The directors make estimates and assumptions concerning the future in the process of preparing the entity financial statements. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are addressed below;

#### (i) Useful economic lives of tangible fixed assets

The annual depreciation on tangible fixed assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reviewed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See Note 10 for the carrying amount of the tangible fixed assets, and Note 2 for the useful economic lives for each class of tangible fixed asset.

#### (ii) Provisions and accruals

Provisions are recognized when the Company has a present obligation (legal or constructive) as a result of a past event, it is probable that the Company will be required to settle the probable outflow of resources, and a reliable estimate can be made of the amount of the obligation.

#### (iii) Prepayments

Prepayments have been estimated based on payments made in one period, for goods and / or services which the company expects to receive the benefit in a future period. The basis of estimation used by the company has been formed by a calculation of the number of days to which the expense relates, and therefore the deferral of this expense.

### 5. DEPARTURE FROM COMPANIES ACT 2014 PRESENTATION

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

Company Number: 545085

**The Association of Agency Based Counselling in Ireland Company Limited By  
Guarantee**

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

**Directors' Report and Financial Statements**

**for the year ended 31 December 2016**

**HLB Ryan Limited  
Chartered Accountants and Statutory Auditor  
4th Floor, Harmony Court  
Harmony Row  
Dublin 2**

## The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

### Notes to the Financial Statements

continued

#### for the year ended 31 December 2016

#### 10. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment €	Total €
<b>Cost</b>		
At 31 December 2016	3,131	3,131
<b>Depreciation</b>		
At 1 January 2016	1,360	1,360
Charge for the year	783	783
At 31 December 2016	2,143	2,143
<b>Net book value</b>		
At 31 December 2016	<b>988</b>	<b>988</b>
At 31 December 2015	1,771	1,771

#### 11. DEBTORS

	2016 €	2015 €
Prepayments and accrued income	1,645	-

#### 12. CREDITORS

##### Amounts falling due within one year

	2016 €	2015 €
Trade creditors	812	434
Taxation (Note 13)	756	1,793
Other creditors	52	230
Accruals	2,020	2,020
Deferred Income	200	-
	<b>3,840</b>	<b>4,477</b>

#### 13. TAXATION

	2016 €	2015 €
<b>Creditors:</b>		
PAYE	756	1,793

#### 14. STATUS

The liability of the members is limited.

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up while they are members or within one year thereafter for the payment of the debts and liabilities of the company contracted before they ceased to be members and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributors among themselves such amount as may be required, not exceeding € 1.

#### 15. CAPITAL COMMITMENTS

The company had no material capital commitments at the year-ended 31 December 2016.

## The Association of Agency Based Counselling in Ireland Company Limited By Guarantee

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

### Notes to the Financial Statements for the year ended 31 December 2016

continued

#### 16. RELATED PARTY TRANSACTIONS

Michelle McCafferty, a contractor who acts as the company's Financial Advisor and Database Administrator, would be considered a key member of the management personnel and therefore would be considered a related party. Michelle McCafferty was paid an amount of €16,214 during the period ending 31 December 2016.

#### 17. POST-BALANCE SHEET EVENTS

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

#### 18. CASH AND CASH EQUIVALENTS

	2016 €	2015 €
Cash and bank balances	32,037	20,590
Transfer of assets (Note 19)	-	2,554
	<u>32,037</u>	<u>23,144</u>

#### 19. TRANSFER FROM THE ASSOCIATION

Prior to the incorporation of the company, the activities were carried out through an Association under the name, 'Association of Agency-Based Counselling in Ireland'. The Association ceased to operate on the 11 November 2015 and all assets and liabilities of the Association were transferred to the company on that date. The net value of the assets and liabilities transferred to the company was €32,754 and this has been recorded as Other Operating Income in the financial statements of the company.

	2016 €	2015 €
Transfer value from the Association	-	32,754
	<u>-</u>	<u>32,754</u>

#### 20. APPROVAL OF FINANCIAL STATEMENTS

The financial statements were approved and authorised for issue by the board of directors on \_\_\_\_\_.

**THE ASSOCIATION OF AGENCY BASED COUNSELLING IN IRELAND COMPANY LIMITED BY  
GUARANTEE**

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

**SUPPLEMENTARY INFORMATION**

**RELATING TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**NOT COVERED BY THE REPORT OF THE AUDITORS**

**THE FOLLOWING PAGES DO NOT FORM PART OF THE AUDITED FINANCIAL STATEMENTS**

**The Association of Agency Based Counselling in Ireland Company Limited By Guarantee**

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

**SUPPLEMENTARY INFORMATION RELATING TO THE FINANCIAL STATEMENTS**

Detailed Income and Expenditure Account

for the year ended 31 December 2016

	2016	2015
	€	€
<b>Income</b>		
Member Subscriptions	5,250	-
Conference fees	-	725
Family Support Agency Grant	92,829	-
Sundry income	-	32,754
	<u>98,079</u>	<u>33,479</u>
<b>Expenditure</b>		
Wages and salaries	31,500	4,288
Social welfare costs	3,386	461
Rent payable	3,600	600
Insurance	251	-
Light and heat	1,218	104
Printing, postage and stationery	4,845	137
Advertising	-	(180)
Telephone	1,501	176
Computer costs	5,883	1,627
Hire of equipment	1,542	458
Travelling and entertainment	10,774	1,714
Legal and professional	481	-
Consultancy fees	16,214	3,650
Bank charges	266	23
Staff welfare	-	400
General expenses	3	26
Subscriptions	406	-
Auditor's remuneration	2,480	1,328
Depreciation	783	783
	<u>85,133</u>	<u>15,595</u>
<b>Net surplus</b>	<u><u>12,946</u></u>	<u><u>17,884</u></u>

# AACI National Coordinator's Report

Throughout 2016 both the AACI Board of Director's and I have worked tirelessly on your behalf. In particular Karl and I have had regular meetings with Tusla throughout the year about funding strategy, evaluation of services and developing a definition for the services this sector provides. In furthering our relationship with Tusla we are now working primarily with Eifion Williams and Deirdre Roche and our relationship is now that of being strategic partners. Our meetings are honest and robust and we have been highlighting the importance of reinstating the funding stream.

Throughout the year we tried to further engage with the Minister of Children & Youth Affairs to secure a meeting. While this didn't happen for us in 2016 we did however secure and have a meeting with Minister Zappone in 2017, a meeting that was very much supported by Tusla.

## Database:

The 2016 database report contains counselling statistics from 22 of our member organisations. Statistical overview:

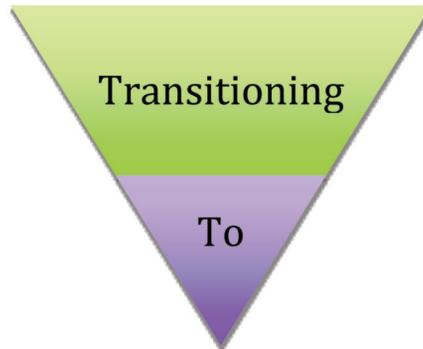
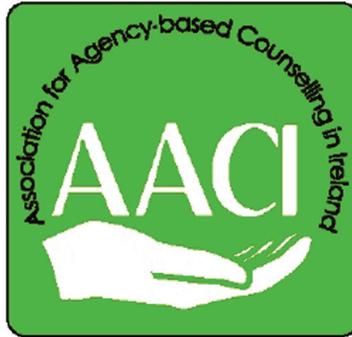
## Statistical overview:

Statistic	2016	2015	Difference
<b>Number of clients</b>	10123	8099	+2024
<b>Total sessions</b>	80904	55853	+25051
<b>Sessions attended</b>	64925	45586	+19339
<b>Tusla clients</b>	6169	4463	+1706
<b>Tusla sessions</b>	34530	26726	+7804
<b>Under 18's</b>	2136	1916	+220
<b>At risk clients</b>	603	535	+68
<b>Child Protection</b>	384	452	-68
<b>Waiting list</b>	34 days	30 days	+4 days

Unfortunately there was no significant development work done on our database this year due to lack of financial resources. We did provide an up-skilling days training in September. These days are always useful to us as we receive feedback from you about your experience of using the system. We did make some changes to endeavor you getting the most out of using it. We as always encourage and invite your feedback. I would also like to thank those agencies that worked hard at inputting their data throughout the year. I appreciate and value the time and commitment it takes to successfully submit your end of year report. As part of our ongoing meetings with Tusla, we have been discussing ways in which we can capture and evaluate the services being provided. Evaluation of services is something that will need to be developed and we are deliberating this.

## Company Name & New Logo

As you are aware we are changing AACI to AACPI (The Association For Agency-Based Counselling & Psychotherapy in Ireland) and we have a new logo design. The roll out of our name change has been delayed by revenue and they have asked for new clauses to be added to our Constitution. When this is complete all relevant paperwork will go to the CRO where we trust there will be no further requests and we can go ahead with the name change. We are hopeful that this process will be completed in early June 2017.



Association for Agency-Based Counselling  
& Psychotherapy in Ireland Ltd

### Focus Group

The AACI Board of Directors and I had a full day focus group in October to work on identifying the following:

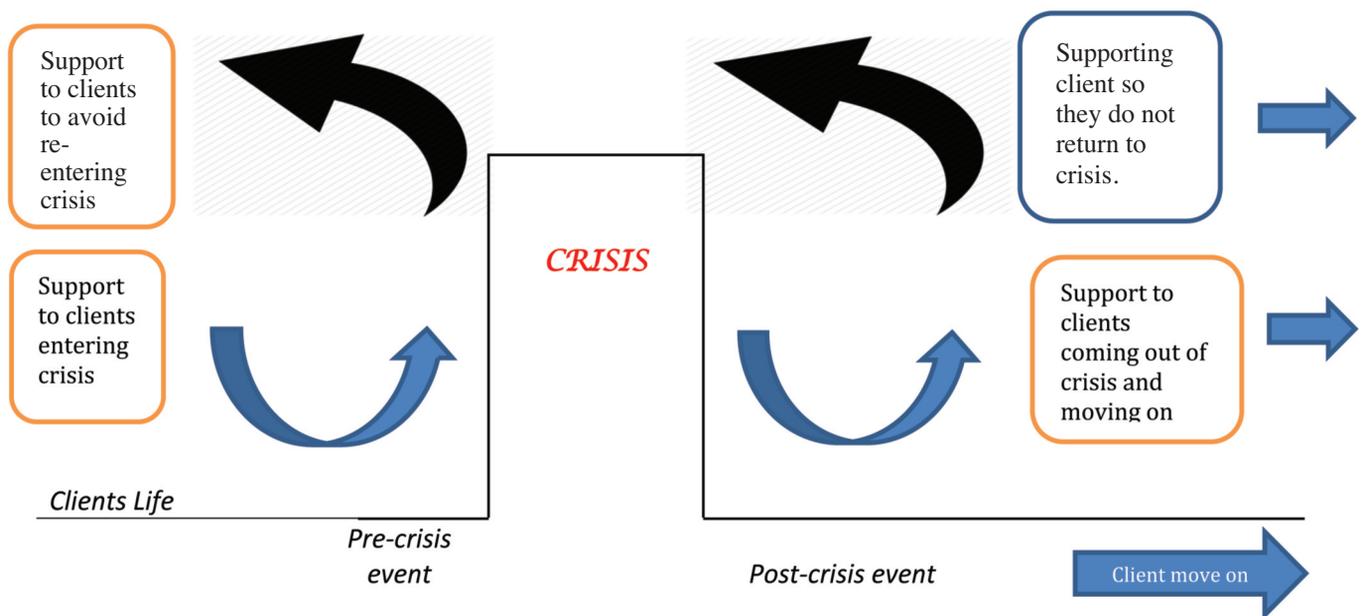
- What do we do?
- What range of services we provide?
- Who are the services provided to?
- How do we provide our service?
- How relevant is our service?
- Who do we need to be at the table with?
- How to we evaluate what we do?

We highlighted counselling & psychotherapy training as being one of the services that a percentage of our membership provides. This facilitates the build up of financial reserves, helps shape policies and procedures and supports voluntarism.

It is nothing short of extraordinary that you our members provide such a high quality professional service on what can only be described a shoe-string.

The relevancy of our services is there because people and communities demand our service. We have a proven track record and are well established and positioned in the center of communities. Our model works, we are affordable and it's in our favour that we are non-statutory. We devised the below model to illustrate what we do.

### Community-Based Counselling Model



### **AACI Strategic Plan:**

The AACI Board of Director's and I met in November and spent a full day working on our Strategic Plan. It has not been completed yet but the below indicates what we are focusing on;

#### **Aims:**

- In 4 years time we want the sector to be secure; i.e. providing all of the counselling & psychotherapy to all of the people, all of the time.
- Well defined funding streams for counselling & psychotherapy
- Meetings with policy makers
- Well defined relationships with key decision groups-policy makers
- Secure decisions
- Historic redress-Restoration
- Ask for 12.5% funding increase over 3 years.

#### **We want to achieve;**

- Stable sector
- Continuity
- Safe guarding
- Have national relevancy
- National thriving sector
- Rationlising of funding
- Source other funding streams.

### **AACI National Counselling Conference :**

**Wednesday 27th September at the Ashling Hotel, Dublin**

It will be an interactive supervision day with the renowned Robin Shoheit.

Minister Katherine Zappone has agreed to open the conference and we will have a representative from Tusla speaking too.

#### **Conclusion:**

I would like to firstly thank the AACI Board of Director's for their continued contribution throughout the year and their support to me.

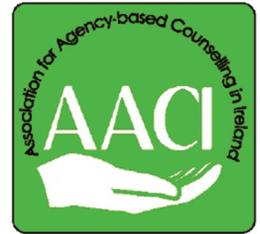
The continued engagement with Tusla, in particular Eifion Willaims and Deirdre Roche has been hugely valuable, fruitful and supportive.

Our IT & Finance Consultant Michelle McCafferty has been a significant resourceful support to me throughout the year. We work well as a team.

I would like to thank Karl Tooher with whom I have been working closely with since we first both joined the AACI in 2011. He has been incredibly supportive to me in my role as coordinator. I have learned so much from him and admire his ability and strategic skills.

I would also like to thank you our members for your continued support of AACI.

*Ger Matthews  
AACI National Coordinator.*



# **AACI National Database Report 2016**

**Michelle Mc Cafferty  
IT Consultant Report**

## Introduction

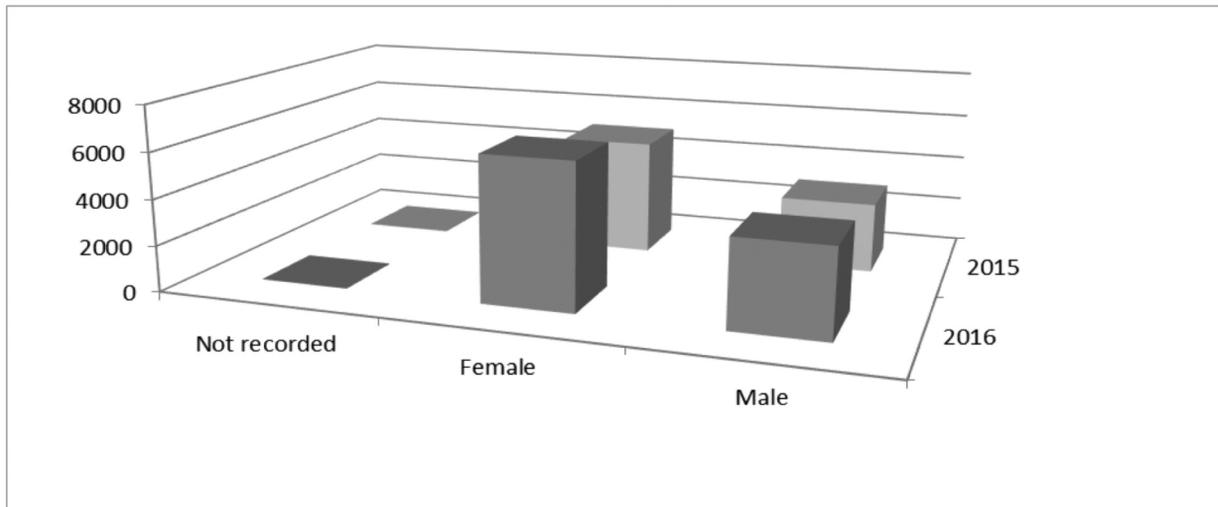
We currently have 22 agencies feeding their client information into the database (21 Agencies reported in 2015). The agencies involved are listed below;

1. Pro Consult, Galway
2. Knock Counselling Centre, Mayo
3. Cork Counselling Centre, Cork
4. Turning Point Counselling Centre, Dublin
5. Dundalk Counselling Centre, Dundalk
6. Boyle Counselling and Psychotherapy Centre, Roscommon
7. Northside Counselling Service, Dublin
8. The Family Centre, Castlebar, Mayo
9. St Brigid's Family and Community Centre, Waterford
10. Clanwilliam Institute, Dublin
11. Vita House Family Centre, Roscommon
12. Cork Marriage Counselling Centre, Cork
13. Relationship Ireland, Dublin
14. Genesis Counselling Centre, Dublin
15. Southwest Counselling Centre, Kerry
16. Oasis Counselling Centre, Dublin
17. Limerick Social Service Council, Limerick
18. Beacon of Light Counselling centre, Dublin
19. CARI Foundation, Dublin and Cork
20. An Cosán Counselling, Dublin
21. Kerry Adolescent Counselling Centre, Kerry
22. The Village Counselling Service, Dublin

***We would like to thank the above listed members for submitting their counselling statistics and for remaining committed to importance of providing an evidenced-based national report.***

## 1. GENDER

Gender	2016		2015	
	Number of Clients	Percentage of Total	Number of Clients	Percentage of Total
Not recorded	6	0.1%	24	1%
Female	6303	62%	5045	62%
Male	3814	38%	3030	37%
Total	10123	100%	8099	100%



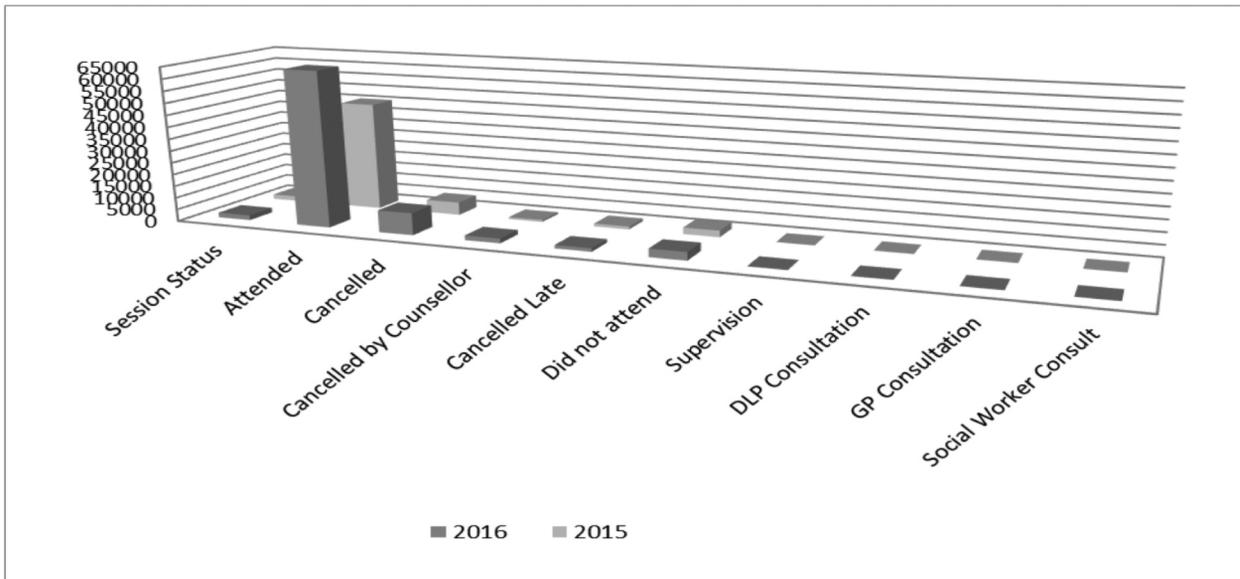
We see the largest gender presenting for counselling is female at 62% remaining the same as 2015. There is a reported increase in male 38% (2015 37%) attending the services. This is a trend in this category over the last number of years. The above information relates to new client activity in 2016.

If we include clients that return to the service from previous years then we see the following attendance:

Gender	Number of Clients 2016	Percentage of Total	Number of Clients 2015	Percentage of Total
Not recorded	14	0%	55	0%
Female	7616	63%	7854	63%
Male	4486	37%	4585	37%
Total	12116	100%	12494	100%

## 2. SESSION ATTENDANCE

Session Status	2016		2015	
	Number of Sessions	Percentage of Total Sessions	Number of Sessions	Percentage of Total Session
Attended	64925	80%	45586	82%
Cancelled	9182	11%	5362	10%
Cancelled by Counsellor	1928	2%	827	1%
Cancelled Late	1405	2%	1219	2%
Did not attend	3414	4%	2770	5%
Supervision	0	0%	73	0%
DLP Consultation	15	0.02%	5	0%
GP Consultation	10	0.01%	4	0%
Social worker Consult	25	0.03%	7	0%
<b>Total</b>	<b>80904</b>	<b>100%</b>	<b>55853</b>	<b>100%</b>



We see from the above information that attendance at sessions has decreased to 80% from 82% in 2015. Cancelled appointments has increased to 11% from 10% in 2015, cancelled late appointments has remained unchanged at 2%. Did not attends has decreased to 4% from 5% in 2015.

### 3. FUNDING AGENCY

Episode Funding Agency	2016		2015	
	Number of Clients	Number of Sessions	Number of Clients	Number of Sessions
Not recorded	391	2,073	333	1,675
Billing Agency	4	23	2	16
Drugs task force	0	0	43	409
EAP	24	107	259	1051
Family Centre	275	983	7	33
HSE	61	343	179	935
National Lottery	207	933	2	3
None	220	1545	299	1998
Other	14	47	1164	4056
Primary Care	11	118	4	24
Region Dev Prog.	4	19	2	15
Self	2722	22216	1331	8216
TUSLA	6169	34530	4463	26726
Victims of crime	17	138	5	64
Youth Service	4	17	6	34
Total	10123	63092	8099	45255

#### Number of funded Clients

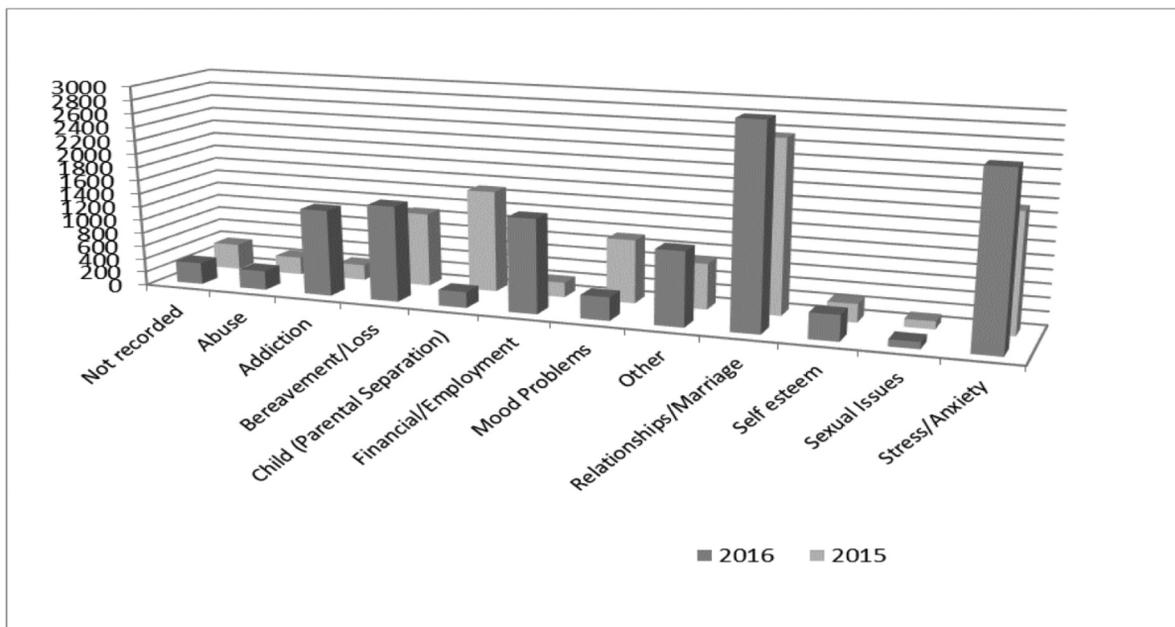
We see from the above information that the number of clients has increased for Tusla to 6169 funded clients from 4463 in 2015. There has been an increase in self-funded clients to 2722 client from 1331 in 2015. Our database development last year has expanded this other category to include Drugs task force, Primary Care, Family Centres, Victims of Crime and Regional Programs so the category of others funded clients has decreased to 14 clients from 1163 in 2015.

#### Number of funded sessions

We see from the above information that the number of funded sessions for Tusla has increased to 34,530 session from 26,726 session in 2015. Self-funded session has increased to 22,216 sessions from 8216 in 2015.

## 4. PRESENTING ISSUES

Presenting Issue	2016		2015	
	Number of Occurrences	Percentage of Episode	Number of Occurrences	Percentage of Episode
Not recorded	322	3%	384	4%
Abuse	283	2%	261	3%
Addiction	1279	10%	229	2%
Bereavement/Loss	1415	12%	1097	11%
Child (Parental Separation)	236	2%	1506	15%
Financial Diff/ Employment	1389	11%	219	2%
Mood Problems	343	3%	940	9%
Other	1089	9%	675	7%
Relationships/Marriage	2951	24%	2546	25%
Self esteem	377	3%	271	3%
Sexual Issues	100	1%	116	1%
Stress/Anxiety	2512	20%	1744	17%
Total	12296		9988	



We see from the above information that the highest presenting issues; Relationship and Marriage at 24% is down from 25% in 2015, Stress and Anxiety is at 20%, Bereavement/loss has increase to 12% and Financial difficulties has increase to 12% from %. Children (parental separation) decreased to 2% from 15% in 2015. Three percent of agencies are not recording presenting issues.

## 5. RELATIONSHIP STATUS

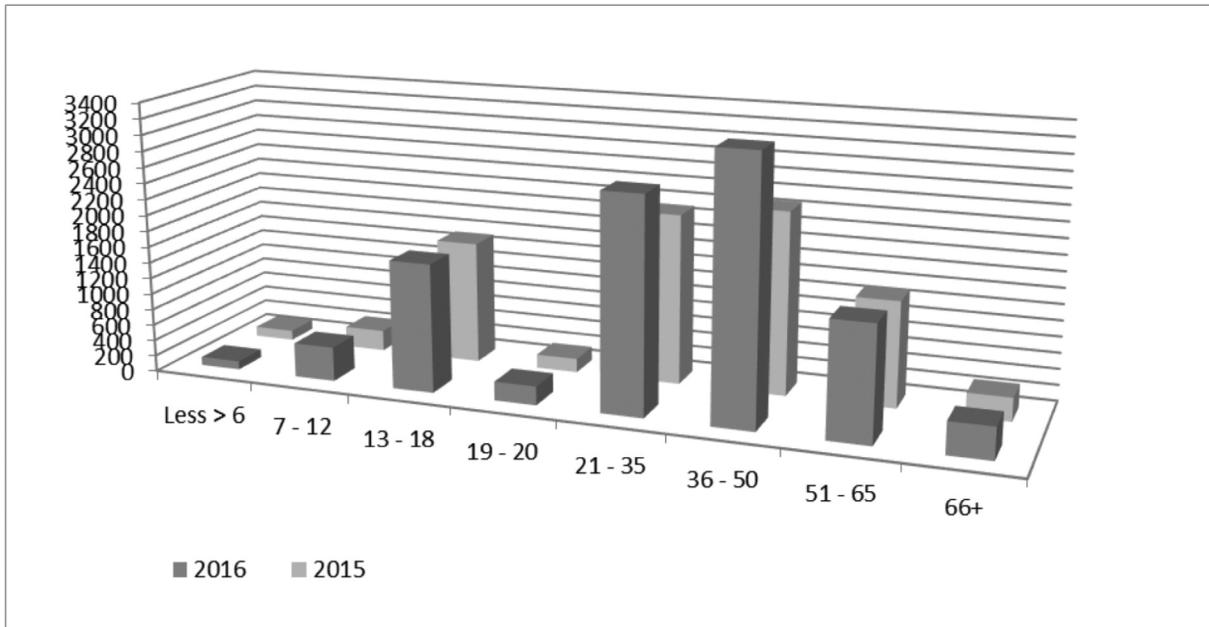
Relationship Status	2016		2015	
	Number of Clients	Percentage of Total	Number of Clients	Percentage of Total
Not recorded	<b>2089</b>	<b>21%</b>	2372	29%
Civil Partnership	<b>10</b>	<b>0%</b>	6	0%
Cohabiting	<b>394</b>	<b>4%</b>	261	3%
Divorced	<b>180</b>	<b>2%</b>	87	1%
In Relationship	<b>1105</b>	<b>11%</b>	467	6%
Married	<b>2324</b>	<b>23%</b>	1686	21%
Separated	<b>563</b>	<b>6%</b>	506	6%
Single	<b>3301</b>	<b>33%</b>	2608	32%
Widowed	<b>157</b>	<b>2%</b>	106	1%
Total	<b>10123</b>	<b>100%</b>	8099	100%

We see from the above information that clients coming to our service are mainly in the Single category at 33% up from 32% in 2015, Married category has increase to 23% from 21% in 2015. Also In relationship category has up to 11% from 6% in 2015.

21% of clients relationships not recorded by agencies, this is the third highest percentage. All other categories have remained largely unchanged.

## 6. AGE CATEGORY

Age Grouping (years)	2016		2015	
	Number of Clients	Percentage of Total	Number of Clients	Percentage of Total
Less > 6	104	1%	122	2%
7 - 12	427	4%	259	3%
13 - 18	1605	16%	1535	19%
19 - 20	235	2%	172	2%
21 - 35	2669	26%	2124	26%
36 - 50	3259	32%	2277	28%
51 - 65	1427	14%	1317	16%
66+	397	4%	293	4%
<b>Total</b>	<b>10123</b>	<b>100%</b>	<b>8099</b>	<b>100%</b>



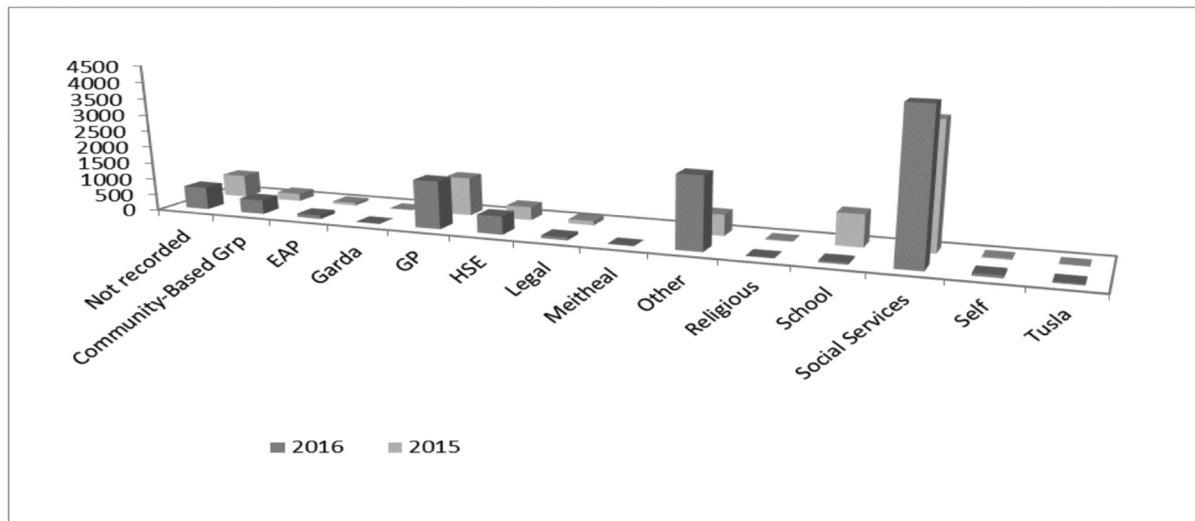
We see from the above information that the main age group using our services is 36-50yrs, this represents 32% of clients, this is an increase of 4% on last year's figure which was 28%. We have seen a decrease in the age group 13-18yrs to 16% from 19% in 2015.

The category 19 – 35yrs has remained unchanged and so has >6,7 – 12 years remained unchanged overall.

The year of birth is an essential piece of information for the database, however for clients who do not engage with the service but have made appointment/ enquiry their presenting issues are recorded but not their year of birth.

## 7. REFERRAL SOURCE

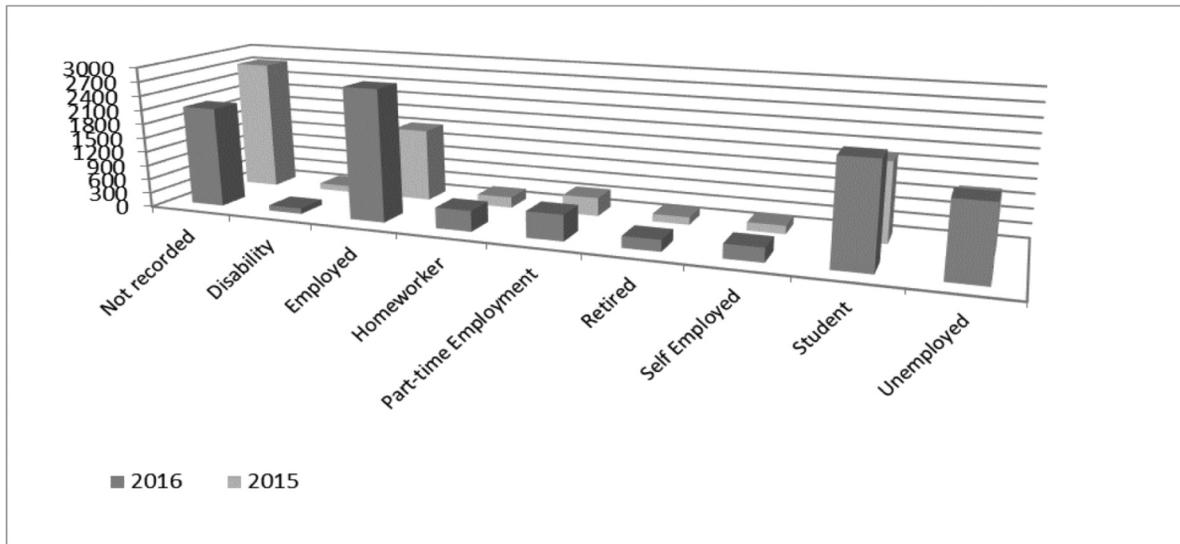
Episode Referral Source	2016		2015	
	Number of Referrals	Percentage of Total	Number of Referrals	Percentage of Total
Not record by agency	683	7%	681	8%
Community-Based Grp	430	4%	233	3%
EAP	107	1%	80	1%
Garda	5	0%	0	0%
GP	1444	14%	1160	14%
HSE	543	5%	402	5%
Legal	85	1%	127	2%
Meitheal	1	0%	0	0%
Other	2180	22%	641	8%
Religious	7	0%	16	0%
School	58	1%	968	12%
Self	4462	44%	3763	46%
Social Services	79	1%	28	0%
Tusla	39	0%	0	0%
<b>Total</b>	<b>10123</b>	<b>100%</b>	<b>8099</b>	<b>100%</b>



We see from the above information that clients are continuing to refer themselves to the services 44%, however this is down from 46% in 2015. We have seen an increase in Other Category to 22% from 8% in 2015. GP referrals are remaining steady at 14%. We see schools have referred only 1% down from 12% in 2015.

## 8. EMPLOYMENT STATUS

Employment Status	2016		2015	
	Number of Clients	Percentage of Total	Number of Clients	Percentage of Total
Not record by agency	2110	21%	2758	34%
Disability	115	1%	133	2%
Employed	2763	27%	1533	19%
Homeworker	431	4%	224	3%
Part-time Employment	541	5%	386	5%
Retired	237	2%	159	2%
Self Employed	291	3%	175	2%
Student	2116	21%	1641	20%
Unemployed	1519	15%	1090	13%
Total	10123	100%	8099	100%



We see from the above information that there has been an increase in employed service users to 27% from 19% in 2015. Students and unemployed service users have increased their use to 21% / 15% from 20% / 13% in 2015. Agencies are using this category more this year as we see not recorded decreasing from 34% to 21%.

## 9. RISK ASSESSMENT & CHILD PROTECTION

Risk Assessment	2016		2015	
	Number of Occurrences	Percentage of Episode	Number of Occurrences	Percentage of Episode
Not recorded by agency	<b>6442</b>	<b>65.27%</b>	3116	36.62%
None	<b>2442</b>	<b>24.74%</b>	4120	52.40%
	<b>8884</b>	<b>90.01%</b>	7236	
Risk of self-harm - Mild	<b>206</b>	<b>2.15%</b>	153	2.02%
Risk of self-harm - Mod	<b>44</b>	<b>0.35%</b>	59	0.40%
Risk of self-harm - Severe	<b>23</b>	<b>0.28%</b>	7	0.09%
	<b>273</b>	<b>2.77%</b>	219	
Risk of Suicide - Mild	<b>351</b>	<b>3.56%</b>	302	3.98%
Risk of Suicide - Moderate	<b>24</b>	<b>0.24%</b>	16	0.21%
Risk of Suicide - Severe	<b>8</b>	<b>0.08%</b>	10	0.13%
	<b>383</b>	<b>3.88%</b>	328	
Risk to others - Mild	<b>303</b>	<b>3.07%</b>	264	3.48%
Risk to others - Moderate	<b>21</b>	<b>0.21%</b>	51	0.66%
Risk to others - Severe	<b>6</b>	<b>0.06%</b>	1	0.01%
	<b>330</b>	<b>3.34%</b>	316	

We see from the above information that a high percentage of clients are recorded as no risk 25%. 65% of Risk has not been recorded by agencies.

There has been an increase in the number of clients presenting with the risk of mild self-harm during the year 2.15% compared to 2.03% in 2015. There is a decreased number of clients relating to mild risk of suicide 3.56% from 3.98% in 2015 and mild risk to other 3.07% from 3.48% in 2015. We have seen this decrease for the 3rd year in a row.

## 10. CHILD PROTECTION

Child Protection Issues	2016		2015	
	Number of Episodes	Percentage of Total	Number of Episodes	Percentage of Total
No	9205	96.00%	7133	94%
Yes	384	4.00%	452	6%
<b>Total</b>	<b>9589</b>	<b>100%</b>	<b>7585</b>	<b>100%</b>

Cases Reported by Agency	2016		2015	
	Number of Episodes	Percentage of Total	Number of Episodes	Percentage of Total
Not recorded	0	0%	23	5%
No	338	88.02%	329	73%
Yes	46	11.98%	100	22%
<b>Total</b>	<b>384</b>	<b>100%</b>	<b>452</b>	<b>100%</b>

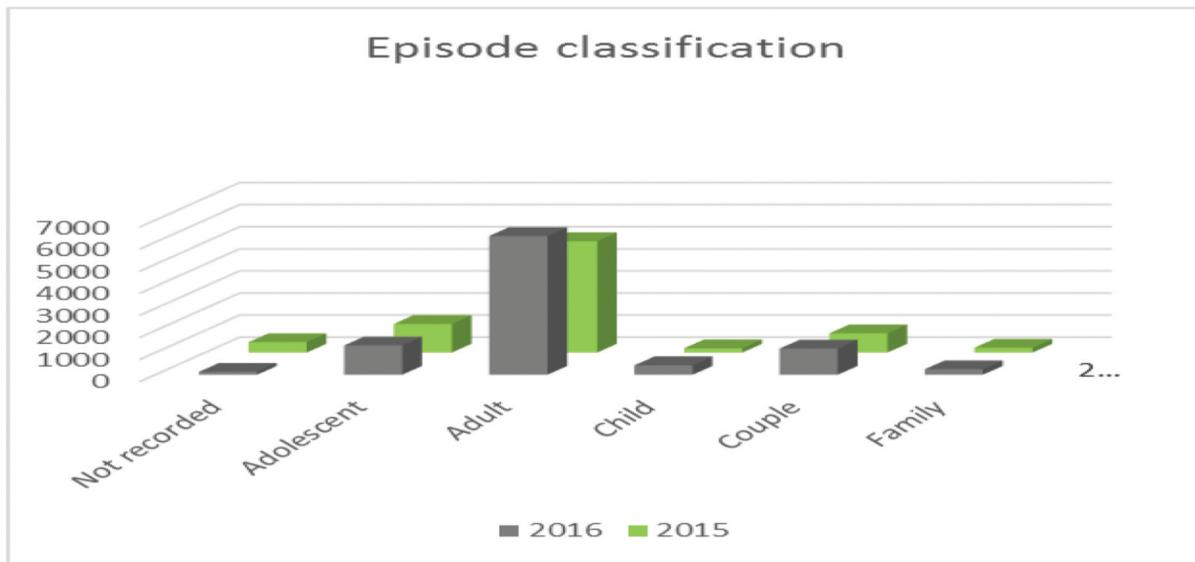
Cases Referred to Social dept	2016		2015	
	Number of Episodes	Percentage of Total	Number of Episodes	Percentage of Total
Not recorded	0	0%	23	5%
No	345	89.84%	307	68%
Yes	39	10.16%	122	27%
<b>Total</b>	<b>384</b>	<b>100%</b>	<b>452</b>	<b>100%</b>

We see from the above information that 96% (2015 94%) of clients presenting to the service had no child protection issues.

We see 4% of cases where Child protection issues were recorded by our agencies. From this 4% (384 cases) 12% of them were reported to the relevant agency and 10% were referred to Social work department.

## 11. EPISODE CLASSIFICATION

Episode Category	2016		2015	
	Number of Episodes	Percentage of Total	Number of Episodes	Percentage of Total
Not recorded	665	6.57%	475	5.86%
Adolescent	1323	13.07%	1296	16.00%
Adult	6279	62.03%	5038	62.21%
Child	427	4.22%	194	2.40%
Couple	1182	11.68%	876	10.82%
Family	247	2.44%	220	2.72%
Total	10123	100.00%	8099	100.00%



We see from the above information that the adult category is the leading category at 65% (2015 65%). Adolescent and Children are the next category at 18% which is down from last year 19% 2015. Couple and family therapy remaining steady at 11% and 3%.

## 12. WAITING LIST

	2016	2015	2014
	Average length of time on waiting list (days)	Average length of time on waiting list (days)	Average length of time on waiting list (days)
From Contact until Assessment	15	13	28
From Assessment to First Session	19	18	14
From Contact to First Session	34	30	33

### 13. COUNTY OF RESIDENCY OF CLIENT

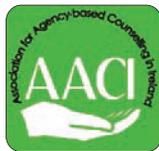
County of Residency	2016		2015	
	Number of Clients	% of Total	Number of Clients	% of Total
Not recorded	380	3.75%	461	5.70%
Antrim	2	0.02%	2	0.02%
Armagh	1	0.01%	5	0.06%
Carlow	15	0.15%	3	0.04%
Cavan	4	0.04%	2	0.02%
Clare	61	0.60%	56	0.69%
Cork	1941	19.17%	1988	24.54%
Donegal	2	0.02%	4	0.05%
Down	4	0.04%	3	0.04%
Dublin	3849	38.02%	2058	25.40%
Galway	334	3.30%	329	4.06%
Kerry	544	5.37%	412	5.09%
Kildare	110	1.09%	95	1.17%
Kilkenny	54	0.53%	40	0.49%
Laois	14	0.14%	9	0.11%
Leitrim	62	0.61%	45	0.56%
Limerick	645	6.37%	693	8.55%
Longford	8	0.08%	9	0.11%
Louth	397	3.92%	355	4.38%
Mayo	749	7.40%	706	8.71%
Meath	69	0.68%	48	0.59%
Monaghan	58	0.57%	39	0.48%
Offaly	11	0.11%	2	0.02%
Roscommon	273	2.70%	255	3.15%
Sligo	62	0.61%	65	0.80%
Tipperary	28	0.28%	37	0.46%
Waterford	222	2.19%	313	3.86%
Westmeath	101	1.00%	9	0.11%
Wexford	18	0.18%	17	0.21%
Wicklow	105	1.04%	39	0.51%
Total	10123	100%	8099	100%

We see from the above information that a high percentage of our services are used in Dublin 38%, Cork 19%, Mayo 7%, Limerick 6%, Kerry 5%, Louth 4%, Roscommon 3% and Waterford 2%. Some counties are not represented however we are aware that there are agencies operating in this area but not entering their clinical data.

## 14. EPISODE BY NATIONALITY

### 14. Episode by Nationality

2016			2016		
Nationality	Number of Clients	% of Total	Nationality	Number of Clients	% of Total
Not Record	1130	19.10%	Netherlands	1	0.02%
Andorra	1	0.02%	New Zealand	3	0.05%
Australia	4	0.07%	Niger	1	0.02%
Austria	1	0.02%	Nigeria	6	0.10%
Bahrain	1	0.02%	Northern Ire	3	0.05%
Belgium	1	0.02%	Norway	2	0.03%
Brazil	19	0.32%	Other	5	0.08%
Canada	3	0.05%	Pakistan	2	0.03%
Chile	1	0.02%	Palestine	1	0.02%
China	3	0.05%	Philippines	1	0.02%
Congo	3	0.05%	Poland	38	0.64%
Croatia	1	0.02%	Romania	8	0.14%
DominicanRep	1	0.02%	Russia	2	0.03%
Egypt	1	0.02%	Saudi Arabia	1	0.02%
France	8	0.14%	Sierra Leone	1	0.02%
Germany	7	0.12%	Slovakia	3	0.05%
Great Britain	103	1.74%	South Africa	5	0.08%
Greece	1	0.02%	Spain	19	0.32%
Hungary	3	0.05%	Sweden	1	0.02%
Iceland	2	0.03%	Thailand	2	0.03%
India	1	0.02%	Netherlands	2	0.03%
Iran	2	0.03%	Turkey	1	0.02%
Iraq	1	0.02%	Uganda	1	0.02%
Ireland	4434	74.95%	Ukraine	1	0.02%
Italy	11	0.19%	USA	32	0.54%
Jordan	1	0.02%	Venezuela	1	0.02%
Kenya	1	0.02%	Vietnam	1	0.02%
Latvia	10	0.17%	Zambia	1	0.02%
Lithuania	11	0.19%	Zimbabwe	2	0.03%
Malaysia	1	0.02%			
Mauritius	1	0.02%			
Moldova	1	0.02%			



# National Counselling Conference

**Date:** Wednesday 27th September 2017

**Time:** 10.00 am to 4.00 pm

**Venue:** Ashling Hotel, Parkgate Street, Dublin

**Fee:** Members €100 - Non-Members €120

Tea/Coffee & Lunch Included

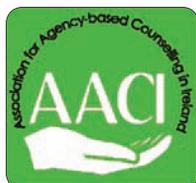
## Opening the Conference:

- **Minister Katherine Zappone TD Children & Youth Affairs**
- **Tusla Child & Family Agency**

## AN INTERACTIVE SUPERVISION CONFERENCE WITH ROBIN SHOHE

*Robin Shohet has been a supervisor for over thirty five years. He is co-author (with Peter Hawkins) of Supervision in the Helping Professions, and editor of Passionate Supervision and Supervision as Transformation. His latest book, Clinical Supervision in the Medical Profession is co-edited with Dr. David Owen.*

**To book a place email [ger@aaci.ie](mailto:ger@aaci.ie)  
or visit our website [www.aaci.ie](http://www.aaci.ie) to download the booking form**



**Is transitioning to**





<b>Member Organisation</b>	<b>Membership Status</b>
An Cosan	Associate Member
Boyle Counselling Service	Full Member
Beacon of Light	Full Member
CARI Foundation	Full Member
Cork Marriage Counselling Service	Full Member
Cork Counselling Centre	Full Member
Clanwilliam Institute	Full Member
Crosscare Teen	Full Member
Dundalk Counselling Centre	Full Member
Family Life Services Castlebar	Full Member
Family Life Service Ferns	Full Member
Fingal Counselling Service	Full Member
Genesis	Full Member
Hesed House	Full Member
The Village Counselling Service	Full Member
Knock Counselling Service	Full Member
Living Life Counselling Centre	Full Member
Turning Point Counselling Service	Full Member
Limerick Social Service	Associate member
Northside Counselling Service	Full Member
Pro-Consult	Full Member
Rainbows Ireland	Affiliate Member
Kerry Adolescent Service	Full Member
St. Brigid's FCC	Full Member
Simon Sure Steps	Associate Member
Target Counselling Service	Full Member

