



The United Kingdom Association for
Humanistic Psychology Practitioners Ltd

ANNUAL REPORT

2018

Annual Report 2018

UKAHPP

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The United Kingdom
Association for
Humanistic Psychology
Practitioners is an Accrediting
Member Organisation of the
United Kingdom Council for
Psychotherapy,
Humanistic and Integrative
Psychotherapy College and
Psychotherapeutic
Counselling and
Intersubjective
Psychotherapy College

UKAHPP: CHAIR'S REPORT - 2018

In November 2018 the Professional Standards Authority (PSA) confirmed that our application for our Register of Psychotherapists and Psychotherapeutic Counsellors to be awarded accredited status had been successful.

For a member-run organisation such as UKAHPP, with no employees, to have created and implemented a governance structure and processes that meet the exacting, rigorous standards required for PSA accreditation, is a remarkable achievement of which we can all be proud and is the result of three years relentless hard work by the Board.

In this first “post-accreditation” Annual Report it is appropriate to acknowledge and thank all the Board and committee members who contributed to this endeavour but in particular my predecessor, Derek Lawton, whose leadership and extraordinary ability to navigate and negotiate complex governance issues was the key to our success.

The Board believes that achieving PSA accredited status was essential for UKAHPP’s future growth and development as it should enable us to attract the new members we need. However, the demands of our new organisational status have unavoidably resulted in even more work for Board and committee members who are already at full stretch and greater membership participation in running UKAHPP is required.

I can’t emphasise enough how much we need more UKAHPP members to step forward. At present only about 8% of the UKAHPP membership is actively involved in running the organisation through membership of the Board or its committees.

Priority work for the next year or two will be to consolidate and embed the PSA standards in our everyday organisational governance. However, now that the “heavy lifting” of the PSA accreditation process is over, I hope that in the coming year the Board will be able to give more attention to other things.

Increasing our membership is an absolute priority and we will be looking at ways of promoting UKAHPP particularly to training organisations and colleges and possibly through developing social media communications. The Board would also like to provide more member benefits such as CPD opportunities

I also hope that UKAHPP will be able to become more outward looking and play a part, with other organisations such as UKCP, in supporting and developing the profession of psychotherapy and counselling.

How much developmental work we can undertake in addition to the minimum day to day governance and all that it involves (a lot) will depend very much on how much person power becomes available by members stepping forward to participate in the running of UKAHPP.

We are at a crucial moment in UKAHPP's history and we must seize the developmental opportunities afforded by PSA accredited status that we have worked so hard for.

John Fletcher UKAHPP Chair

GENERAL SECRETARY'S REPORT – 2018

I am pleased to report that 2018 was a successful year for UKAHPP.

After several years of revising governance structures and procedures the UKAHPP was awarded PSA Accreditation. This is a momentous achievement for UKAHPP and its members. There were three conditions of UKAHPP's accreditation, which have now been met and the UKAHPP Register of Counsellors and Psychotherapists has the same status as other UK registers including those held by the UKCP and BACP.

The UKAHPP has demonstrated that the entry to and the management of the UKAHPP register meets the high standards set by the PSA. In order to maintain these standards it has

become necessary to make some governance changes to the UKAHPP By-laws, which are outlined in the AGM schedule and are open to discussion at the AGM. This means there are greater responsibilities about public protection which registered members should become familiar with.

The UKAHPP Code of Practice and Ethical Principles and the UKAHPP Complaints Procedure have been completely revised and in order to maintain registration status all registers members must complete an annual renewal declaration – failure to do so will affect a members professional standing. I strongly urge all members to also familiarise themselves with registration, accreditation and re-accreditation requirements which are available on the UKAHPP website. Being ‘Humanistic’ does not exclude anyone from their professional responsibilities.

The Board is currently working on its first PSA Annual Review of Accreditation which is due in August and its UKCP Organisational Membership Review which is due in November – and last for 5 years. The UKAHPP is affiliated with two UKCP Colleges who will be conducting a joint review for the first time – Humanistic and Integrative College and the Psychotherapeutic Counselling and Intersubjective Psychotherapy College. UKAHPP will be required to participate in this process and will be invited to attend the review meeting notified – details will be posted in due course.

I stood down as UKAHPP Chair last November and have agreed to continue as General Secretary for a limited period for continuity purpose and to support John Fletcher - the new UKAHPP Chair. The attainment of PSA Accreditation has freed time and resources for investment in other initiative and I hope you will all rally around John as he rolls out initiatives to increase membership and for addressing wider professional issues.

Thank you for all the support I have received over the past five years as Chair without which we would have mastered some difficult challenges on the way to attaining PSA accreditation. I look forward to meeting you at the AGM.

Derek Lawton - UKAHPP General Secretary

ETHICS COMMITTEE, CHAIR'S REPORT 2018

This is my first annual report since joining UKHAPP as a lay member last year and since the change in the Committee's membership. Although we have had a challenging six months following the review of the Committee's working documents, we are now in a better place moving forward to ensure that we make a worthwhile contribution to the UKAHPP governance structures.

Committee's work

The primary task of the Committee is the maintenance and upholding of our ethical codes and procedures. In the last 12 months, we have made changes to the Complaints Procedure and the Codes of Conduct and Ethical Principles; the Committee hope that these changes have proven useful to our wider membership.

I am equally glad to report that complaint numbers remain low, with only two complaints having been received in the last 12-month period.

Committee Membership

For those members that are not aware, the Committee has recently undergone a significant change in its membership. My four Committee colleagues and I are relative newcomers to these roles, but I am happy to say that we have quickly gotten to grips with the work that we must do and plans are currently being put in place to seek the support of the wider membership moving forward.

Amongst those plans is asking our wider membership to get involved in our work by assisting with our Complaints procedure. Although Complaints are rare, we believe that it would be useful to have a pool of members available to assist in those process by taking on the role of facilitators and Adjudication and Appeal Panels members. If any of our members would like to discuss any of these roles, then please do not hesitate to get in touch via Jan. Leading on from that point, the Committee also has 3 openings within our membership. Should anybody wish to play an active part in the Committee and help to shape the work that we do, then please do get in touch via Jan and I will be more than happy to discuss the role with you.

PSA Accreditation is a major step forward for the organisation, and I look forward to working with colleagues, both old and new, moving forward.

Thomas Hedderick

Chair of the Ethics Committee

ACCREDITATION COMMITTEE REPORT – 2018

The primary task of the Accreditation Committee (AC) is maintaining UKAHPP's high standards for accreditation and re-accreditation. During the last year's three sessions, AC has newly accredited 4 psychotherapists and psychotherapeutic counsellors, and has re-accredited a further 27, with one unsuccessful reaccreditation application now being appealed. Also there has been one new accreditation as a supervisor.

Sadly, during the past year three AC committee members have left, including the previous Chair. On a more positive note, we have gained one new AC member with two more UKAHPP practitioners scheduled to attend the next AC meeting to see if they would like to join the Committee.

The considerable task of 'doing' accreditations and re-accreditations with reduced AC membership led to a backlog in the ongoing task of reviewing and updating documents such as Criteria for accreditation. This has made for a challenging few months. However, things are now largely back on track so that future document reviews can be scheduled evenly across the coming year.

AC can therefore look forward to the year ahead with its rich task of getting to know something of the good and interesting work that UKAHPP practitioners are doing every day throughout the UK, and of ensuring criteria and application procedures for accreditation and re-accreditation are as clear and straightforward as they can be.

Jane Frances - Interim Accreditation Committee Chair

UKAHPP: MEMBERSHIP COMMITTEE REPORT - 2018

This the first Membership Committee Report since the separation of membership and accreditation previously held by the old Membership and Accreditation Committee.

The primary function of the Membership Committee (MC) is to process Ordinary Member registration applications. It is also responsible for managing applications for other classes of membership including Associate Members and all new accreditation applications which will be processed by the MC for registration purposes before accreditation verification by the Accreditation Committee. All members are strongly advised to familiarises themselves with the revised UKAHPP requirements for registration, annual renewal of registration, accreditation and re-accreditation, which are available on the UKAHPP website.

Associate Members who are practising counselling or psychotherapist are strongly advised to apply for UKAHPP Membership as they are not covered by the UKAHPP Code of Conduct and Ethical Principles or the UKAHPP Complaints Procedure.

A number of members have put their names forward to join the MC and they will be contacted shortly for an induction. If anyone else is interested please email Jan at admin@ahpp.org.uk As the UKAHPP intends to have a recruitment drive this year it makes sense to have expand the committee.

The statistics for 2018 registrations are as follows:

• Recommended for entry to the register	17
• Deferred pending further information	<u>2</u>
TOTAL	19*

*6 applicants held UKAHPP Associate Membership at the time of application

On behalf of the Membership Committee

UKAHPP: REGISTRAR'S REPORT 2018

The Registrar's Office is now fully up and running with a Registrar and two Deputy Registrars.

We have completed work on the Register to ensure that it is compliant, and worked with other Committees in ensuring that our register is up to date.

Much work was completed in the run up to the final accreditation of the Register by the Professional Standards Authority. Recently we have been involved in contributing to the annual renewal document.

One of the quality assurance tasks has been to begin an annual audit of the Register. This is to assure all concerned that our information is accurate and up to date, as well demonstrating that our Registrants adhere to all required professional and ethical standards. A ten percent sample was randomly selected and Registrants from this sample were requested to submit evidence which supports their annual renewal form. We are currently processing the returns. We could not do this without the cooperation and support of those Registrants. We know that it is onerous for those concerned and appreciate the time and trouble it takes. When this round is over we will review how did it and seek to improve how it is done.

Now that things are set in place we trust that the processes will prove smooth and be of benefit to all out Registrants and to their actual and potential clients.

Bill Stanley - UKAHPP Registrar

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UKCP: HUMANISTIC AND INTEGRATIVE PSYCHOTHERAPY COLLEGE DELEGATE'S REPORT – 2018

HIPC brings together a number of training and accrediting organisations, who sit under a humanistic and integrative model, and are member organisations of the UKCP (UK Council for Psychotherapy) who sets standards under the PSA (Professional Standards Authority).

The main focus of HIPC meetings is to set standards around:

- Regulation involving an Assessment Board, Ethics and Complaints, Direct Members Reaccreditation etc.
- Development of Policy such as Training Standards, Research, Children and Young People, Diversity and Equality.
- Management of Colleges through the Steering Committee and Finance Committee.
- Thematic – creative discussions relating to professional practice.

And they are accountable to the UKCP.

The UKAHPP HIPC representative writes a report for the UKAHPP Board of Directors updating them on regulation and standards developed by the HIPC College and UKCP.

The HIPC college is presently focusing on:

Management of colleges:

- HIPC Steering committee – Ratifying of new appointments.
- HIPC Steering committee report.
- HIPC Finance Committee report.
- Update on Representation to the Professional Regulatory Committee of the Colleges and Faculties (PRCCF) and report from the PRCCF meeting.
- Update on the new HIPC Website.
- Update on HIPC General Meeting/Conference.
- Discussion around the conduct and minuting of college meetings i.e.
 1. Purpose of the meetings.
 2. Membership

3. How best to serve the needs of the membership.
4. Who we are and what we represent.
5. Minuting of College meetings.

Regulation, policy and standards - Reports from standing committees and working groups:

- Assessment board committee report.
- Direct members committee report.
- Training standards committee report
- Ethics and complaints committee report.
- Dual relationships and conflict of interest.
- Research committee
- HIPC equality, diversity and intersectionality working group
- HIPC working with children and young people.

Cathie O'Brien UKCP HIP College Delegate

**UKCP: PSYCHOTHERAPEUTIC COUNSELLING AND INTERSUBJECTIVE PSYCHOTHERAPY
COLLEGE DELEGATE'S REPORT - 2018**

PCIPC includes both Organisational Members (such as UKAHPP and training organisations) as well as Direct Members.

My participation has included attending one meeting in London and several teleconferences of the PCIPC Executive Meeting and Training and Accreditation Committee.

Over the the last year some of the main issues and activities of PCIPC that may be of interest to UKAHPP members are;

- UKCP wish to and review all its College structures as a way to streamline and reduce the number of Colleges. The possibility of Training and Member Organisations just having to attend to one College meeting and therefore only have on Quinquennial Review is very appealing. Various options are still being discussed in PCIPC, including a possible joining of PCIPC with HIPC. PCIPC concern is what impact a merger would

have on Psychotherapeutic Counselling as a separate entity to Psychotherapy given that understanding of the value and scope of the Psychotherapeutic Counselling role is not generally well understood.

- PCIPC went through a Quinquennial review and passed its assessment although no report was available from UKCP.
- Re: Training Organisations. Adult Psychotherapeutic Learning Sets have been reviewed, rewritten and now now ratified by the ETPC of UKCP. This review included a discussion about whether student training should specify the number of hours of personal therapy as well as practice and training hours. There was an initial move to take out the requirement for personal therapy hours, however PCIPC felt strongly that this was an essential element of training and it has now been agreed that specified hours will be included.
- PCIPC membership is generally increasing. Both through Training Organisations but especially the numbers of Direct Members. For example people who were previous members of CPC (Cognitive Psychotherapy College) which has now ceased are likely to join and therefore the number of members requiring an assessment for reaccreditation have increased.
- UKAHPP Multi – QR (with HIPC) agreed to take place at end of 2019.

Liz Shelley – UKCP: PCIP College Delegate

ADMINISTRATOR’S REPORT - 2018

As the administrator I provide services to the Association’s members, the Board, its standing committees, and the Registrar. This includes dealing with all applications for membership, enquiries from the public and from practitioners interested in membership; maintaining the database and website; co-ordinating applications for registration and accreditation, 5 yearly

reaccreditation processes, the UKCP registration process; organising events and the collection of fees.

Membership of UKAHPP fluctuates and at the end of 2018 stood at 233, compared to 260 the previous year.

A few members have retired this year and left the Association. Since the category of Associate Membership has changed to that of non-practitioner, several Associates working towards accreditation have left as they did not fulfil the criteria for registration or accreditation.

In 2018 3 new Associates joined UKAHPP. 13 members joined directly as Ordinary Members (Registered).

Jan Holton – UKAHPP Administrator

Treasurer's Report 2018

The draft Financial Report shows a deficit (Loss) of (£2,850.52)

This year's loss shows 48.88% (2018 £2,850 against 2017 £5,831) lower than that of last year's 2018, mainly because last year includes payment to PSA as application fee.

Based on 2017 and 2018 figures, total income showed a decline of 12.43% (income does not include Misc. Income and PSA payment for 2017) while total expenditures for 2018 showed a positive outcome of 11% lower than 2017 expenditures.

Hopefully, the PSA accreditation of UKAHPP will have a huge impact on our membership that will increase membership income.

As the decline in membership showing an impact on income, increasing membership fee may not be an option. We may be able to do so as soon as we've been accredited.

Same as last year, there will be no corporation tax liability for 2018 due to profit and loss statement showing a loss.

Albert Punzalan – Treasurer

UKAHPP Profit and Loss Account

		2018	2017
Membership Fee	1	32,666	37,802
Accreditation Fee		2,217	2,033
Miscellaneous Income			9,080
Total Income		<u>34,883</u>	<u>48,915</u>
Telephone		680	1,667
Postage		1,150	1,111
Stationery and Printing		125	882
Travel Entertainment & Accommodation		5,630	7,138
Administration Fee		21,811	21,200
Other Administration Cost	2	256	6,325
Room Hire	2	2,533	
PSA Application Fee			12,520
Subscriptions		1,600	1,600
Legal & Professional Fee		893	800
Finance Cost			650
Member Refund		125	
Insurance	2	504	
Website		877	854
Bank Charge	2	614	
Expenditures before accrued expenses		36,798	54,747
Total Surplus (Loss) before Tax & Accruals		<u>(1,915)</u>	<u>(5,832)</u>
Corporation Tax			
Net Surplus (Loss) for the year		(1,915)	(5,832)
Add: Accrued Expenses		(935)	
Net Surplus (Loss) before Tax & Accruals		<u>(2,850)</u>	<u>(5,832)</u>
Members Fund brought forward	3	<u>35,005</u>	<u>40,837</u>
Members Fund Carried Forward	4	<u>32,420</u>	<u>35,005</u>

Notes:

1. Membership fee shows a decline of 10.5%
2. Various Accounts had been created to show real expenses

3. Members fund carried forward from last year does not reflect end bank balance for 2017
4. Funds carried forward for 2019 is the same bank ending balance as at 31 December 2018

The United Kingdom Association for Humanistic Psychology Practitioners Ltd is an independent, non-profit company limited by guarantee, registered in England and Wales.
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