



The United Kingdom Association for
Humanistic Psychology Practitioners Ltd

ANNUAL REPORT 2016

BOARD, COMMITTEE MEMBERS AND VOLUNTEERS 2016

BOARD OF DIRECTORS

Derek LAWTON – Chair

John FLETCHER – General Secretary

Felicity ALDRIDGE – Membership & Accreditation Committee Chair (Co-opted)

Simon LEWIS – Treasurer (Co-opted Member)

Sarah COLLINGS – Membership & Accreditation Committee Chair (Retired)

Mike BERRY – Ethics Committee Chair (Retired)

Andy RUSHTON – Information Officer

Bill STANLEY – (Registrar)

Simon CLARKE – UKCP: HIP College Delegate

Stuart MORGAN-AYRS – Ethics Officer and PSA Working Group Chair (Co-opted)

Vicky KARKOU (Co-opted)

Tim GUNHOUSE (Co-opted)

ADMINISTRATION

Jan HOLTON – Administrator

REPRESENTATIVES

Elizabeth BELL – Associate Members' Representative

Annual Report 2016

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 - 2016

This year's AGM will be my fourth and final General Meeting as Chair of the Association. Having been in post for three years I would like to reflect a little and bring you up to date with current developments.

I took over as Chair from Sylvy Early in 2014. Sylvy's period as Chair was focused very much on identifying how we needed to change and improve our governance in order to build for the future. At the same time the highly contentious moves for Counselling and Psychotherapy to be regulated under the statutory umbrella of the Health Professions Council (HPC) were abandoned. Instead the government under the Professional Standards Authority (PSA) gave all health care professions the opportunity to be self-regulating through a voluntary Accredited Registers Programme.

The PSA oversees the work of statutory health care regulators such as the HPC, General Medical Council, Nursing & Midwifery Council etc but it would be an error to assume that the AR programme is statutory regulation through the back door. The AR programme aims to enhance public protection by inviting those professions that are not statutorily regulated to sign up on a voluntary basis to a set of universal standards of good governance. Organisations submit their own version of how they meet these standards, rather than a uniform approach as the HPC had intended.

Sylvy and I alongside representatives from the UKCP and the BACP attended several PSA workshops when the AR programme was launched. It soon became evident that UKAHPP would have to give serious consideration to attaining Accredited Register status in order to promote public confidence in the practice of UKAHPP members. In order to achieve this there would have to be significant changes to the association's governance. Organisational change of this nature is seldom problem free but at the 2015 AGM the membership gave the green light to the Board to proceed. An application has now been submitted and at the time of writing this report, feedback from the PSA has been very positive. There will be more about the progress of our application to report at the AGM, when the Board will also provide an outline of the newly approved entry level registration route – which is essential to UKAHPP's growth as a professional organisation.

In November 2016 the Board became aware that the organisation's data systems for ethics complaints and enquires was in need of radical overhaul. As a registered Data Controller with the Information Commissioner's Office, the Board decided that the most effective way of responding to this problem was for the Board to temporarily take direct responsibility. This has necessitated the initial suspension and later dissolution of the Ethics Committee's administrative function. In order to fulfil UKAHPP's public protection commitment in providing an operational complaints procedure, the Board has appointed an Ethics Officer to undertake this function. The Ethics Committee will be reconstituted, in accordance with its existing Terms of Reference, once its data systems have been adequately brought up to standard. The PSA has been informed of this matter and of the measures put in place by the Board in order for UKAHPP to meet its public protection commitments.

The current situation now provides a useful opportunity to recruit new members to the Ethics Committee. If you have an interest in contributing to a reconstituted Ethics Committee, please make yourself known – previous experience would be beneficial but not essential.

In 2016 UKAHPP appointed a new External Moderator. I am confident that John Monk-Steel will be an asset to UKAHPP, particularly in respect to the activities of the Ethics Committee and our newly formed Registrar's Office. There is an opportunity to meet John at the planned 10 March 2017 Continual Professional Development Day (CPD). Please contact Jan our administrator to see if there are places still available. This day is the ideal opportunity for anyone wishing to be involved in the running of UKAHPP to come forward.

It was good to meet old and new members at last November's joint CPD day with the Association of Humanistic Psychology in Britain (AHPB). I would like to thank Sue Glasser and Dina Glouberman for sharing their expertise and facilitating the day. The reports I have heard have all been positive. It is one of the Board's priorities to establish a CPD Team and to provide an on-going CPD programme.

The possibility of UKAHPP providing a home to AHPB members has been on the agenda since 2012. I can now confirm that after lengthy negotiations this is no longer a viable organisational option. AHPB members (whether practitioners or not) are always welcome to join UKAHPP, otherwise on behalf of UKAHPP I have wished AHPB every success in attempting to continue as a viable organisation in its own right. Some possibilities exist regarding links with the journal *Self & Society*, currently owned by Routledge Publications, which the Board will consider – the Board will keep you posted.

With regards to personnel changes in 2016, on behalf of the Board and the membership I would like to express our sincere thanks to Sarah Collings and Mike Berry for all the hard work and commitment they have given UKAHPP. Mike and Sarah have stepped down after many years as Chairs of the Ethics Committee and Membership & Accreditation Committee (MAC).

Thank you to Felicity Aldridge who has agreed to take over the role of MAC Chair and to John Fletcher who took on the role as General Secretary last May. I hope the membership endorse the Board's nomination of Felicity and John, along with Vicky Karkou, Tim Gunhouse and Stuart Morgan-Ayrs (all members of the PSA Working Group) to join the Board as Company Directors.

Special thanks must also go to Jan Holton the Association's Administrator whose hard work on a day to day basis allows the organisation to function.

Elizabeth Bell has agreed (for the second year) to continue as Associate Members' Representative until we can find a replacement - can you be of assistance here?

Finally, I would like to thank everyone who has served on the Board and occupied key roles during my time as Chair. In alphabetical order: Elizabeth Bell, Mike Berry, Simon Clarke, Sarah Collings, Karin Creasy, John Fletcher, Tim Gunhouse, Jan Holton, Vicky Karkou, Simon Lewis, Maggie Lomax, Lucy Lowe, Stuart Morgan-Ayrs,

Seamus Nash, Barry Rudge (ex-External Moderator) Andy Rushton, Bill Stanley, Dilys Stinson, Jessica Wolliscroft.

I look forward to meeting you at the AGM.

Derek Lawton - UKAHPP Chair

GENERAL SECRETARY'S REPORT – 2016

This year may well prove to have been a pivotal time in UKAHPP's history. At the 2016 AGM the decision was taken to apply for accreditation by the Professional Standards Authority (PSA) to maintain and approved register and our application was formally submitted in December 2016. Our application was well received by the PSA and we are currently very hopeful that we will achieve PSA status in the coming year although there is still work for the Board to do in order to get there. This has been an admirable achievement by both the Board and a relatively small number of people who formed the PSA Working Group, chaired by Stuart Morgan-Ayrs, who prepared an excellent application which has been acknowledged as such by the PSA.

If we can go on and achieve full accreditation we will be able to offer to our members the same status that is accorded by much larger organisations such as BACP and UKCP. My belief is that this will be an attractive proposition to many therapists who practise within the Humanistic tradition and will enable us to increase our membership and become stronger and more dynamic as an organisation better able to represent and promote Humanistic Psychology.

The application process is also a real test of our governance and organisational procedures and I along with others have been involved in reviewing these and adapting them where necessary in order to ensure that they meet the standards set by PSA. Unlike the attempted statutory regulation attempted by the HPC a few years ago, the PSA approach is to set the standards and rather than impose the means by which they are met leave it to each organisation to put forward its own proposal on how to achieve them. This is what we have done and unlike the HPC the PSA standards are in my view, consistent with standards we would want to set for ourselves anyway. I am really looking forward to the opportunity to implement an approved register and developing the opportunity to grow our organisation.

WE also need to prepare for growth. The running of this organisation is carried out by a remarkably small number of people in the region of 10% of our total membership. I am very hopeful that in the coming year if that more of our members will feel inspired to commit some time to the vital task of maintaining and growing this organisation to its full potential.

John Fletcher – General Secretary

ETHICS OFFICER'S REPORT – 2016

As a result of the Professional Standards Authority application process, an examination of all functions of the UKAHPP took place in order to complete the application itself. During this process certain issues were identified around the Ethics Committee procedures in regards to data handling. As part of resolving these problems and ensuring an appropriate response, the Board of Directors took the decision to initially suspend then dissolve the Ethics Committee's administrative function. In the meantime I was appointed as Ethics Officer to complete a data audit and to work with the General Secretary to ensure that the UKAHPP Complaints Procedure remains operational in the interest of public protection; and to modify/update Ethical protocols and procedures.

It should be noted that the function of the Ethics Committee was suspended and then dissolved, and no individual member of the EC was at any time suspended, merely the function, so that the function could be audited, updated and improved. Data handling, procedures and other issues are now updated and improved and at the point of this report to AGM being written (February 2017), plans are already under way to commence reconstitution of a new Ethics Committee.

As Ethics Officer, charged with this transition period, I would like to offer my sincere thanks to members of the former Ethics Committee, not only for their hard and dedicated work while the EC was in operation, but also for their assistance in the transition period.

Stuart Morgan-Ayrs - Ethics Officer

REGISTRAR'S REPORT - 2016

This is the first report from a newly established Registrar's Office. It has been a time of significant learning. As we get closer to Professional Standards Authority accreditation, we have had a lot of work to do to ensure that we have everything in place. A number of members in various roles have worked very hard indeed by reviewing and revising the association's policies, procedures and practices.

We had for example thought that being on the Register was purely voluntary but, with its emphasis being on public protection, it became clear that all those who are currently accredited should automatically be placed on the Register, providing that their annual return met the criteria. Therefore we are in the process of placing these on the Register; and as their annual return falls due their presence there will be reviewed.

What this enables us now to do is to invite all "Associate Members" who believe they meet the Register criteria to apply as soon as possible. Their applications will need to be verified and that will call for a lot of work once again. To that end please could those interested in being a verifier please contact the Administrator to express your interest. We will of course tailor the work to the availability you can offer. As an organisation run by members we really need your support with this.

Having our own accredited Register puts us on a par with UKCP, BACP, The Counselling Society and several high profile Counselling and Psychotherapy professional bodies. This means that we can grow our membership and provide a home for those for whom a Humanistic Approach is truly valued and practiced.

Bill Stanley - UKAHPP Registrar

INFORMATION OFFICER'S REPORT - 2016

This year has seen a number of changes to the IT used by UKAHPP. The changes have happened because of (1) the need to support the PSA Accreditation for our register (2) the need to protect the integrity of information and (3) the need to reduce risks in the future.

Members' Database

The Members' Database in use at the start of the year was set up in 2012 to hold Members' contact details, membership history and summary accreditation records. It was an online system using a "Customer Relations Management" database which had been customised for our use by a contractor. Some of you will know it as the "CRM". It was installed on a "Virtual Server" – basically an account on a shared internet-connected computer. Access to the database was over the internet using a web browser.

I had a number of concerns about the Members' Database in this form:

- Maintaining a virtual server is an onerous task requiring specialist knowledge, which I only have in part. This made it hard to maintain and stressful if there was a problem. We really needed to employ a part-time specialist IT technician to support this system, a potentially significant cost. The existing virtual server was out of date and the arrangements for security fixes expired this year. It was therefore due for upgrade if we were to avoid security risks due to out of date software.
- The software used for the database is no longer being developed and has requirements that are gradually becoming out of date. The upgrade of the server could potentially have led to compatibility problems, so it seemed to me that there was a significant risk of the database becoming unusable.
- The database would require more work to accommodate the Register. My main concern with this aspect of the database was that the consultant who developed the database was not readily available and proved difficult to contact to discuss the changes. The CRM is an unusual product and there are very few other people who could do this work. This revealed a risk in terms of meeting deadlines for launching the Register and of costs in software development.
- The Administrator also reported that the existing system was difficult to use and could do with a lot of (expensive) improvements.

So, Jan and I made a joint decision to change to different database software. The goal was to develop a database which eliminated as many as possible of the risks above:

- it would be simpler and more secure if it ran on the Administrator's computer
- it would be easier to modify in the future to adapt to changes in the Association if it used common software
- it would remove a dependency on one person to make changes if recruitment of software developers would be easy
- it would be more reliable if it was a product with an expectation of a long future lifespan with assured future upgrades.

It was decided to use Microsoft Access to hold the Members' database, to run on the Administrator's PC.

I designed this new database in late summer and autumn, in the process adding the records needed for the Register. The existing membership records were transferred and the switch to using the Access database took place on 10 November.

Server

As a result of the decision to switch to an Access database, it has been possible to close down the old virtual server, eliminating the problems of upgrading it as well as the other risks and potential costs associated with it.

We still need the use of a server for the website, but the requirements are much simpler: the website is now installed on a system referred to as "web hosting", which has constant updates included in the contract price, eliminating many of the risks identified for the virtual server.

The new server arrangement requires much less specialised knowledge to maintain, is well within my expertise and it should be relatively simple to transfer responsibility for this task to someone else in the future, eliminating a dependency on one person.

Register

Members' registration records are now being stored in the Members' database and listed on the website. Not all registration information is displayed on the website, only the registered member's name and current registration status.

The website is updated automatically from the Members' database by a single button-click. The information transferred is summary information covering class of membership, accreditation status and registration status. This ensures that the information published on the website is consistent with the database records.

Backups

It is essential for the long-term integrity of membership data that we have a very reliable backup service. The administrator's PC contains the members' database and the Association's document archive, indeed most of the critical information we need

for the future of the Association. Last year I set up a cloud backup service to ensure that all this critical data was backed up reliably to a separate geographical location.

However, this year I found the system we had subscribed to last year was unreliable, we even had access to our backup service withdrawn at one point without warning, so I could not trust the company any more – and this is one area where trust is so, so important.

In May, we switched to using a different service. This is called “Carbonite”, a system I have used for many years myself and which I’ve found to be very simple to use, unobtrusive and very reliable.

The one downside is that my goal to keep all our data in the UK is no longer being achieved: the Carbonite system is based in the US. However, I felt that trust, reliability and ease of use were higher priorities than this goal. The privacy of our data is covered by the “EU-US Privacy Shield” (see Wikipedia for an explanation) so should be as private and secure as if it was in the EU.

Andy Rushton – Information Officer

ASSOCIATE MEMBER’S REPRESENTATIVE REPORT - 2016

Last year was the first AGM I was unable to attend since my first attendance at AGM’s in 2008. It felt very strange and not very pleasant. I’m happy to say I will be at this years’ AGM and look forward to meeting, mingling, networking with new and old members alike.

This year has had flurries of activity and periods of being very quiet in my role. It has given me time to think and time to make some improvements in how my role functions and dovetails with other parts of the organisation. I realised that I wasn’t up to date with who make up the MAC team having inadvertently contacted some to invite them to Buddy. Likewise, I realised that I had no direct knowledge of the outcomes of the accreditation applications. So Jan has now furnished me with a list of the MAC team and keeps me up to date with accreditation application outcomes.

Over the course of the year I have been able to answer questions and queries from quite a number of members and offer support and direction when they are unsure of what options there are or where to find information. I like to be available by phone by arrangement for those members who feel chatting something through is preferred. I have managed to place a buddy with each associate requesting one over the course of the year. As part of my role I write a personal welcome via email to each new member. Jan provides me with new member lists about four times a year. It is a pleasure to welcome new members and to match the Humanistic ethos of the organisation through this opportunity.

Roughly calculated my role has taken up about 25 hours over the course of the year. As mentioned this does sometimes come in a flurry rather than equally spread over the weeks of the year as for example August, November and January have proved to be the busier of months of my year. I remain in post whilst the role is advertised and

a replacement is sought. I have been in post since 2009 and feel that it is time to take a break. I will not leave the post unfilled as I truly feel despite being a small role it is a valuable one. When an incoming volunteer is found to take over the role I intend to support them over their first year of taking the role over. When I took the role on it was vacant and I learnt on the job and developed the role. It is not a difficult job, but I think it is nice to provide support and guidance. So anyone reading this and thinking it might be a role you would be interested in do please contact me directly or via Jan. Enquiries cost nothing and assumes no obligation so do feel free to make contact. jodhgirl@yahoo.com

Elizabeth Bell – Associate Members’ Representative

UKCP: HIP COLLEGE DELEGATE’S REPORT – 2016

- *UKCP consists of 83 Organisational Members (OMs).*
- *These are divided into 11 colleges and 3 faculties.*
- *UKAHPP is one of 28 organisational members within the HIPC.*
- *Total membership this year is 3,457; of this membership 3,043 belong to Organisation Members and 370 are Direct Members.*

Many of the organisational members of HIPC are training organisations, UKAHPP is one of only a few that are accrediting bodies. A wide variation of modalities and groups that make up UKCP. UKCP is striving to achieve more effective organising of its work, and support, on behalf of all these different bodies.

HIPC is currently being managed by a Steering group.

Steering Group

- Arrangement working well
- Working with UKCP on how to coordinate registration, accreditation, and dealing with members not complying with requirements. Will refer to Membership Committee who will contact person and carry out registration if they then comply as requested.

The most significant issue remains the authority HIPC has to manage its members – see below. Last year meeting time was spent usefully in group discussions around the following themes:

Review of Code of Ethics

- Lots of discussion both inside and outside of UKCP around the virtual practitioner (text therapy).
- Consultation on change of Code of Ethics at UKCP.

UKCP Finance

- Steering group still waiting to meet with UKCP finance to clarify concerns they have regarding centralised control over college account. Proposed that HIPC

controls the account with UKCP having open access to monitor and ultimately control if concerned. Looking for mutual agreement.

- HIPC requested the Finance Committee to contact the Finance Committee of UKCP to confirm that we are not agreeing to a centralised CAF account.
- HIPC will continue to manage its own finances.
- HIPC budget with accompanying activity plan was submitted on time.

Martin Pollecoff - New Chair of UKCP -attended HIPC

- Agreed HIPC have input into the Membership Committee Terms of Reference
- £20k set aside for bursaries. To be offered to student who are members of UKCP - £1k offered. Apply November, paid January. Preference given to disadvantaged people. Diversity also a consideration. Preference for students in final year initially.
- Students to be offered first year membership free.

Direct Members (DMs)

- The DM Membership is approximately 350 to 400.
- HIPC Direct Members Return-to-Practice Guidelines created.

Code of Ethics

- To include expectation of diversity issues in Continued Professional Development (CPD)
- Agreed that 50 hours of CPD can be clinical supervision hours

Complaints and Conduct Process (CCP)

- Last year UKCP ran a consultation project to improve the CCP. Feedback received during this consultation was about the need for a fair and robust process for managing informal disputes between a therapist and their clients.
- The CCP is designed to deal with serious matters that suggest that a therapist might not be fit to continue to practice psychotherapy, which means that the 'less serious' issues that are brought to UKCP sometimes don't have anywhere to go.
- As a result of this feedback, a project was set up to develop a formal process for the resolution of these informal disputes.
- UKCP worked with OMs and Colleges to create a process that supports Registrants resolving these informal disputes with their clients.

Professional Regulatory Committee of the Colleges and Faculties (PRCCF)

Key issues are:

- The payment of Honoraria to College officers
- A membership Committee has been established to provide a process for dealing with members who did not meet reaccreditation or audit requirements.

- Mandatory Reporting of Abuse discussed Peter Kunzmann (Parliamentary Affairs, UKCP) thinks that new Theresa May Government may want to revisit this. A UKCP working group has been set up.
- Guidance on digital issues including the therapeutic use of Skype. It was noted that there is currently little or no regulation around it and a feeling that some guidance or commentary from UKCP or Colleges would be helpful.

Continuing Professional Development (CPD)

Requirements and Minimum Standards: The purpose of this HIPC document is to establish some realistic standardisation of CPD frameworks within HIP College whilst ensuring that in this process, we allow for individual and organizational creativity and flexibility. We believe that as a College we need to develop a consensus of what is 'good enough' so that all Registrants can be assessed fairly against the same criteria whilst respecting the diversity in HIP College, which is likely to be reflected in CPD policies. The proposals and guidelines have been developed through consultation with OMs.

Child Proficiency Marker:

Agreed to set up a Child Psychotherapy Committee within HIPC and invite people to look at what needs to be done, which might influence UKCP to improve the current procedures.

Lack of authority within HIPC (or any of the colleges) to have recommended sanctions against members, both Organisational and Direct, upheld by UKCP:

- UKCP seem reluctant to address, or to take any further action on these issues. This is very unsatisfactory and disempowering for the Steering Committee and for the College as it leaves a number of procedural issues in limbo pending resolution. It is important that the College have sound robust procedures to regulate its OMs who are managing the registration of HIPC individual members as without that there could be potential for fraud, abuse and exploitation.

Simon Clarke – UKCP:HIP College Delegate

PSA WORKING GROUP REPORT - 2016

Since the last AGM when the mandate was given to complete the PSA application process, the working group, together with other task orientated working groups, completed the long process of the Professional Standards Authority application for Accredited Register status. The application form and it's sister document, the Risk Assessment Matrix, covered pretty much every possible function and feature of the UKAHPP. Not only was this necessary for the application process, but it was also a catalyst to tidy up various documents and procedures within the organisation. As a result documents and procedures have been updated, and additional potential risks have been identified and responded to in a pre-emptive fashion. This has included the organisation now having a dedicated Safeguarding consultant, able to give

expert advice to the UKAHPP on issues of safeguarding such as child protection, as and when it is needed.

As of the writing of this summary for the AGM, the application process goes well, with the application already formally made, and the fee paid. Our application has been put out to stakeholders for consultation and comment, and we are now moving steadily through the assessment stage. As yet we have every reason to be positive and confident of a successful outcome. The PSA working group stands ready to respond to any assessment based questions and any additional work required by the PSA, although as yet none has been asked for.

Stuart Morgan-Ayrs - Chair of the PSA Working Group

KETTERING - EAST MIDLANDS UKAHPP REGIONAL GROUP REPORT - 2016

The Kettering Regional group has had a great year. We did have to search for a new venue as our old one was closing but with financial support from the organisation for the rental of a room, we now have a nice new venue at Kettering Park Hotel and Spa, where we spend time together meeting roughly quarterly, on Saturday mornings for three hours.

The core group members wanted to create a space for discussion, learning and professional growth. As well as meeting to discuss the Regional Group focus for the year and any organisational matters that arise, we also offer article/academic paper discussions, talks, presentations and short workshops and we call these mini events, 'CPD BITES'. We now have a database of non-members, colleagues and friends who practice in the region, who regularly come along and pay a small fee (members attend free of charge). In this way we have been able to offer donations to the local charities and speakers who we invite to the meetings. We also hope that this will generate interest in the UKAHPP as an organisation too. Regional Group support tasks; venue contracts and room bookings, advertising, event booking and communications and finance, are shared between group members.

All our events have a strong Humanistic focus. We have discussed papers on Self Harm, Transgender and Shame. We have had interesting speakers from local charities: Karen Burgess founder of Petals Charity who offer support with baby and pregnancy loss, Women's Aid and KidsAid, a local charity working therapeutically with children who have experienced disruption and trauma. Other events are in the pipeline including a presentation from one of the group members on Trauma. Finding out about local resources as well as discussing practice issues has opened up our region for us as practitioners. The richness of discussion that these events bring for us all has felt very positive and supportive.

We warmly invite and welcome UKAHPP members to our meetings. To find out more please contact Karin Creasy on stortcounselling@hotmail.co.uk

Karin Creasy, Jackie Stewart, Jenny Woolliscroft, Judy Aitkens, Marilyn Ward.

ADMINISTRATOR'S REPORT - 2016

As the administrator I provide services to the Association's members, the Board, the Membership and Accreditation and Ethics committees. This includes dealing with all applications for membership, enquiries from the public and practitioners interested in membership; maintaining the database and website; co-ordinating applications for accreditation, 5 yearly reaccreditation processes and the UKCP registration process; organising events and the collection of fees. I have also become involved in the establishment of the Register this year.

Membership of UKAHPP fluctuates and at the end of 2016 stood at 315, compared to 320 the previous year. Over the last year I have received a significant number of enquiries from individuals who are looking for a new professional organisation to join. As our accreditation bar is a lot higher than most counselling organisations, few of these individuals have submitted an application to UKAHPP. However once our entry level registration route is open and we have attained PSA accreditation it would seem UKAHPP will be able to provide an attractive home.

A few members have retired this year and left the Association. Others have left who were disappointed not to fulfil the criteria for accreditation, and there were resignations from members not wanting to go through the five yearly reaccreditation process.

In 2016 21 new Associates joined UKAHPP and I am communicating with several other prospective members. Most are members who are seeking accreditation and registration with UKCP.

Jan Holton – UKAHPP Administrator

TREASURER'S REPORT – 2016

The draft financial period reports in with a substantial net profit after tax for the year of £224. Basically we've spent everything that came in during the year. There was very little in the way of "extra-ordinary" expenses and this shows that we need to maintain the current levels of Membership to basically breakeven – current membership being 315. We were able to put on a free of charge CPD day for the membership which was good to be able to do and let us give a little something back to the membership.

Overall, total income fell year on year by around £5,000, mainly with accreditation fees being down £1,000 and Full UKCP membership falling by around £2,000. Overall costs have been maintained on a similar level to 2015, Legal fees were down substantially (nearly £5K) following the near conclusion of the solicitors work for the Board. Travel expenditure was up £2,500 on the prior year, but with the PSA work and Board members being further away, higher costs were to be expected. The Tax liabilities for 2016 will be minimal – in the region of £50, which is far better for the organisation.

Members Funds stand at just under £41,000, leaving plenty for the PSA registration at around £12,000 which UKAHPP is pursuing.

Membership fees have remained unchanged for 2017, we will see if the PSA registration needs to be adjusted for in 2018.

Simon Lewis – Treasurer

UKAHPP: PROFIT & LOSS ACCOUNT FOR YEAR ENDED 31 DECEMBER 2016

		<u>2016</u>	<u>2015</u>
		£	£
Membership Fees	1	38,976	42,612
Accreditation Fees	2	1,980	3,160
Bank Interest		<u>4</u>	<u>5</u>
Total Income		40,960	54,777
Telephone		1,401	1,181
Postage		1,011	1,205
Stationery & Printing		1,024	1,416
Travel	3	5,975	3,342
Administration Fees		19,612	19,405
Other Administration Costs		6,494	5,384
Solicitors Costs	4	1,800	7,353
Subscriptions		1,750	1,604
Professional Fees		800	800
Finance Costs		615	650
Website		<u>242</u>	<u>500</u>
Total Expenditure		40,724	42,839
Net Income/Expenditure Before Tax		235	2,037
Corporation Tax		(47)	(558)
Surplus/Loss for the Year		188	2,379
Members Funds Bought Forward		<u>40,649</u>	<u>37,687</u>
MEMBERS FUNDS CARRIED FORWARD	£	<u>40,837</u>	<u>40,066</u>

Notes to the Accounts:

- 1) Decrease in Full UKCP Memberships
- 2) decrease in Accreditation Fees/Renewals/Applications
- 3) Board Members Travel Longer Distances; PSA Working Group; AHPB Meetings; Solicitors Meetings
- 4) Legal Work Now conclude – mopping up final costs in 2016

ETHICS COMMITTEE - 2016

Mike BERRY (Chair),
Steve BURCHELL
Jane FIOR
Trevor HART
Sasha KAPLIN (Retired)
Stuart MORGAN-AYRS
Richard THOMAS (Retired)

MEMBERSHIP AND ACCREDITATION COMMITTEE - 2016

Felicity ALDRIDGE (Chair)
Ann BOYD
Lia BROWN
Christabel BUTLER (R)
Sarah COLLINGS (Chair) (R)
Peter FLEMING
Jane FRANCES
Camilla GUGENHEIM
Deirdre HASLAM (R)
Peter LANE
Lucy LOWE
Eveleen MANN
Pam MIZON
Ian MORROW
Yuko NIPPODA
Michael WILSON

The United Kingdom Association for Humanistic Psychology
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