



New Zealand
Association of
Counsellors

Te Roopu Kaiwhiriwhiri o Aotearoa

ANNUAL REPORT

2019 - 2020



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National Reports

President's Report

Christine Macfarlane

National President

Tēnā koutou, tēnā koutou, tēnā koutou katoa.

Nga mihi nui ki a koutou katoa

The past year had many challenges, some of which we will continue to navigate as we face the changes in our world due to COVID-19 pandemic. Te Roopu Kaiwhiriwhiri o Aotearoa has also experienced considerable challenges, and I am pleased with how we have worked together throughout this time.

We have also felt losses, within Te Roopu Kaiwhiriwhiri o Aotearoa we acknowledge and mourn the passing of our whanau during the past year;

- James Shepherd
- Ginny Wilkinson
- Raheera Taylor
- Madeleine Bennett
- Deborah Binney

I wish to acknowledge the dedication, support, and hard work all the National Office staff have provided to me, National Executive and all the members. They are generous with their time and are incredibly patient and supportive. A huge thank you goes to the team; it has been an unsettling time with no Executive Officer to lead the team, working remotely and managing the changes to an online process. They are all *superstars* in my eyes.

Specifically, I wish to acknowledge Antony McFelin, the Executive Officer for the past 11 years. In the time I have been involved in National Executive Antony has been a guide and a support. Since August last year when I stepped into the role as President, Antony has been invaluable supporting me in the role. I admire his dedication to NZAC, his focus, his knowledge and generosity. I am grateful for all his support to me, National Executive, and the Association. I can honestly attest that if Antony had not been available to me, I believe I would not have been able to provide the leadership I have in the past year. Thank you, Antony, I appreciate you and all your work.

National Executive, National Committees and Working Groups

Ma te kotahitanga e whai kaha ai tātau. In unity, we have strength.

It is only from collaboration; we can bring the strength, focus needed to progress our strategy. Gay Puketapu-Andrews and I in our roles respectively as Te Ahi Kaa and President have committed to working closely together leading the Association. This relationship has been positive, supportive, and empowering, especially with the COVID-19 challenge and as we continue to cover the Executive Officer role. National Executive are hardworking, passionate, and attentive in their work for NZAC. There is an increasing amount of work that comes to the various committees. Without the dedication of the members who serve on these groups, NZAC would not be as robust, ethical, and comprehensive as it currently is. The progress of the Combined Committees working collaboratively is beneficial, and the annual meeting held in conjunction with an Executive Meeting is invaluable. I

am excited about the activation of our journey towards a Te Tiriti based association. This has begun with the engagement of Veronica Tawhai to complete a Te Tiriti audit of the Association. The outcome of this audit will guide us on the journey as we review our governance structure, in honouring our Te Tiriti relationship.

In August we welcomed Sheryl Smith Regional Representative from East Coast and Hawkes Bay and Alexandra Smith Regional Representative from Te Tai Tokerau. Sheryl and Alexandra have quickly settled into National Executive taking on projects, working groups and liaison roles for committees. Alexandra, Sheryl, Miriama Tolo and Sue Allomes worked with focus collaborating to develop a briefing paper 'Counselling Changes Lives' which is a document to summarise NZAC. The is being distributed to stakeholders and can be used by members as a resource.

Research

The Ministry of Education and NZAC jointly funded research on *Evaluating the Effectiveness of Counselling in Schools* completed at the end of 2019, then published in 2020. This is a significant study for Aotearoa, and it is the first study that systematically investigated the effectiveness of counselling in New Zealand secondary schools. Using the Outcome Rating Scale pre-, during, and post-counselling data was collected from 16 schools and 31 counsellors during the 2019 school year.

- Results from 490 counselled students showed that 70% of the students were females, 63% were Pākeha, 15% were Māori, and 22% represented 'other' ethnicities.
- Counselling tended to be brief (an average of 4 sessions per student).
- Boys had significantly higher first session and last session ORS scores than girls, but the average gain score for each group was the same.
- All ethnic groups made significant gains in ORS scores after counselling. There is a suggestion that gains are associated with student ethnicity.
- On average, the ORS score of all students receiving counselling changed positively and significantly over time. The effect size of this change (.87) was “large” and similar to what has been found elsewhere
- These positive results were achieved even though in every participating school, the ratio of students to counsellors (1:668) far exceeds the American School Counsellor Association’s recommended 250:1, and the NZAC’s recommended 400:1.

We are very appreciative of the commitment of the principal researchers Robert Manthei, Bryan Tuck, Alastair Crocket, Brent Gardiner, Margaret Agee, and Nan Blanchard, as well as all the schools, counsellors and students who participated in this research. We are currently involved with meeting the Ministry of Education and other stakeholder representatives to use the Research outcomes as leverage to advocate for increasing the ratio of Guidance Counsellors in High Schools. As well as ensuring Primary and Intermediate age children can easily access appropriate counselling. This has started with a collaborative working group led by the NZAC School Guidance Advisory Group with support from the PR Company. This working group includes representatives from the NZ Principal’s Federation, Ministry of Education, Post Primary Teachers’ Association, and the NZ Educational Institute. This is an excellent opportunity for us to advance the need for increased access to counselling for children and young people, and to secure the 1:400 ration of Guidance Counsellors to students.

Media communications

We are being contacted by media significantly more every year. It is indicative of the value being placed on the Association by media, seeking comment about a range of topics.

In the past year August 2019-2020 as President I was interviewed by Radio NZ, Mediaworks, NewsHub, TVNZ One, NZ Herald, Consumer Magazine, Health Central, Newstalk, The Breeze, plus a

variety of local newspapers. The interviews were focused on youth, anxiety, social media use and smartphone addiction, access to counselling, how to choose a counsellor, anti-depressant use, coping in Lockdown, increased rates of youth self-harming, the gumboot campaign funding, primary mental health and wellbeing services, research on the efficacy of counselling in schools and increased stress on school counsellors. We continue to place the interviews as we can access them on the website for members to read through. <https://www.nzac.org.nz/publications/media-initiated-stories/>

The NZAC Facebook page membership continues to grow; now we have over 740 members. This page is used for connecting with colleagues, sharing ideas, inquiring about the work of National Executive, problem-solving – high numbers in this area with the new online processes. It is heartening to see how many counsellors are reaching out and the support being offered by other members.

Media Campaign

We also had our first media campaign during May 2020, which went very well. The key objective of the campaign was to create awareness about the accessibility of qualified counsellors during the Covid-19 Lockdown, focusing on:

- People who were actively seeking out counselling services - Channel: Google Search
- People who needed counselling services (via the use of relevant keywords) - Channel: Digital display ads on Stuff & NZ Herald

The Key Highlights from this Campaign are:

- The ads were presented 729,766 times driving 3,128 click-throughs and 2,956 sessions on the website.
- 588 unique people who visited the website as a result of the paid promotion clicked on the *Search for a Counsellor* button.
- Overall Google Search Ads were the strongest channel delivering the highest number of click-throughs (76%) and website sessions (78%). Since this audience was seeking counselling services actively, they were more receptive to the ads.
- 80% of the website sessions from the paid promotion were generated from mobile phones (which means we have to ensure the website is mobile friendly).
- Stuff delivered the highest number of impressions (ad views).

For further promotion of NZAC Registered Counsellors, Google Search ads are the best choice, with a specific media campaign at certain times to reinforce this. Mental Health Awareness Week would be one such time we could focus on a media campaign for counselling. The plan is to run a campaign two weeks before and following Mental Health Awareness week.

Mental Health and Wellbeing, Ministry of Health Interface

The current Government has pronounced that they have a strong focus on Mental Health and Wellbeing. This is demonstrated by He Ara Oranga report on the Government Inquiry into Mental Health and Addiction 2018, Every Life Matters – He Tapu te Oranga Oia Tangata: Suicide Prevention Strategy 2019-2029 and the Health and Disability System Review Final Report Pūrongo Whakamutunga March 2020.

The progress from these reviews, reports and plans is yet to be achieved, so far, we have seen new funding going to Primary Mental Health and Addictions Services. The funding was for Youth services, Kaupapa Maori services, and Pasifika Services. The first contract to Primary Mental Health and Addiction services excluded non-HPCAA registered practitioners for the roles of Health Improvement Practitioners. Further contracts did not specify the need for practitioners to be HPCAA registered.

In September 2019, before the Primary Health contracts were released, Gay Puketapu-Andrews,

Antony McFelin and I had a meeting with ProCare to discuss the pilot Te Tumu Waiora. ProCare expected that NZAC counsellors would be a pivotal part of providing therapy as the model was being rolled out throughout the country. ProCare appeared astounded to hear that NZAC counsellors were not to be included in the first Primary Health contact, as they were counting on NZAC as a workforce for the roles. In October 2019, I was able to meet with Robyn Shearer, Deputy Director-General, Mental Health and Addictions. This meeting was unsatisfactory in answering my questions of the rationale behind the exclusion of NZAC counsellors but allowing the inclusion of DAPAANZ registered practitioners in these contracts. The result was NZAC put in an Official Information Act request to Robyn Shearer. The reply was again unsatisfactory to NZAC. We finally had a date to meet with the Ministry of Health, Mental Health and Addiction Representatives in March, when Covid-19 pandemic hit New Zealand, and this all took a back seat. In May, Gay and I had a zoom meeting with Jo Chiplin - Group Manager Primary and Community Wellbeing, Carla na Nagara - Director of Suicide Prevention Office and Dr Arran Culver - Chief Clinical Advisor. This meeting was the first step in forging a more cooperative and respectful relationship. The Ministry of Health views registration of counsellors as an easy option, they would have standardisation, and it is in keeping with other Allied Health Professions. Also, there are various counselling associations in Aotearoa, one of which is NZAC. This difference is what the Ministry of Health finds to be more challenging, how to navigate the differences between these counselling associations.

In October 2019 Antony McFelin and Sue Allomes attended the Health Forum on behalf the National Executive of the NZAC. The theme of this forum focused on delivering equity of health and wellbeing in Aotearoa. The purpose of this forum was to bring people together to reflect on successes, address challenges and shape efforts to deliver a strong and fair public health and disability system. It was a productive opportunity where Sue and Antony were able to network with other allied health professions. They had a chance to talk with Heather Simpson, who heads the Health Review. Included was a discussion about registration versus self-regulation. Heather appeared to doubt the need for registration. This view was backed up in the panel the next day when one of the other reviewers stated that registration had become elitist and was creating barriers to access.

Self-regulation and the Health Practitioners Competency Assurance Act

NZAC voted in 2016 to become a self-regulated association. The NZAC Education Standards and the Continuing Professional Development competencies, plans and auditing were developed to ensure NZAC has a continuous quality process. There was a commitment by the National Executive at the time of voting to have a review of self-regulation and the HPCAA.

In response, the National Executive has initiated a small working group, to start the plan of what a review would look like, and gather more information. The focus is to develop up-to-date information on the HPCA Act and the existing self-regulation position, understanding the current environment and looking towards the future of counselling in Aotearoa. The members of the group are Rangī Davis, Alastair Crocket, Robyn McGill, Sheryl Smith, and Jenny Manuera. Te Ahi Kaa and the President will also provide support and be involved in this work. We are appreciative for the energy, knowledge and experience of the group working on behalf of the Association.

COVID-19

The coronavirus pandemic has had a massive effect on our lives in a global, national, local, and very personal way. NZAC responded with a timely and supportive approach, ensuring members had appropriate information on providing counselling services during the various Levels of Lockdown. For this, I am appreciative of the hard work of the Ethics Office, Sue Webb and our two Ethics Secretaries Paule and Abi. The documents developed were informative and comprehensive. We worked quickly to update the website, so all COVID related information was easily accessible. National Office moved to work remotely on the Monday of the week of Level 4 Lockdown. Our responsibility to keep our staff safe was paramount in this decision. Our office was not set up for remote work, so we encountered many challenges as I am sure many other organisations and

workers across the country did too. With perseverance, long hours, and dedicated teamwork, we were able to manage most of the work needed though this time. The most critical part was we were able to continue with the Annual Practising Certificate process as thankfully it was now online. We surveyed our members during Level 3 Lockdown to understand the impact on counselling and counsellors. There was a mix across our membership of increased demand and a reduction of demand for counselling. A variety of online platforms were quickly embraced by counsellors to continue to provide access to counselling for their clients. This flexibility has continued to be utilised by clients and counsellors, changing the landscape of counselling.

Website

The change to a new website has been on the strategic plan for many years. This plan included upgrading to a more efficient membership management system that allowed members to complete all aspects of their membership online. National Executive contracted Clad Online to fulfil this requirement. Clad provide the same service to many other professional associations such as our colleagues Christian Counsellors Association of NZ, and the Aotearoa Association of Social Workers. They have also moved all their processes online.

Unfortunately, we had what someone recently described to me as 'the perfect storm'. As we were navigating the change to the new website, in the first few months, we had our Executive Officer finishing. Then we went into Level 4 Lockdown without having secured a new Executive Officer. The challenge of working remotely while supporting members to complete their Annual Practising Certificates and their Continuing Professional Development has been monumental. The staff, while working from home, were inundated with emails of requests for help, which they continue to work through diligently. Most days, they would open their computer to over 150 emails.

As we have come out of Lockdown and are now back in the office, staff are playing catch up and getting tasks completed that they were not able to do. The potential of the website is growing to meet the needs of the Association. We have a work plan that includes an agile focus group of users to review the functionality of the website. We will use this information to develop it and change parts of the design. I can attest to a massive upskilling in learning how to do everything website related. The learning as we go is a challenge, I think of it as being similar to our counselling process. It's about being open to change, learning as we go, not having all the answers, being supportive, and above all being kind to ourselves and others.

As I come to the end of my first year as President, I look back with a sense of accomplishment and gratitude for all the aroha and support I have received, the energy, collaboration and connections with others, the inclusive focus and forward-thinking of many in our Association. There are also tears of sadness and loss. I know that this is part of our journey and being open to it is what being human is all about.

Mahia i runga i te rangimārie me te ngākau māhaki

With a peaceful mind and a respectful heart, we will always get the best results

No reira

Tēnā koutou, Tēnā koutou,

Tēnā koutou katoa

Christine Macfarlane
NZAC President

Te Ahi Kaa Report

Gay Puketapu-Andrews

Te Ahi Kaa

Te Aranga Hakiwai

Te Kaitumutumu

Tena koutou tatou katoa nga tangata whenua o Te Kaiwhirwhiri o Aotearoa. Ka nui taua mhi ki a koutou me o koutou whanau i te wa o nga aahuatanga huarere pai.

We have again achieved two National Maori Roopu hui within the 2019 to 2020 financial year. Our first hui of 2019 was held at Hikoikoi, April 5th and 6th, with the return of regular attendees, new faces and Roopu Representatives. Our guest presenter for the day was Keri Opai, who shared his journey with the mahi he has undertaken in the kaupapa; Te Reo Hapai - The Language of Enrichment. This was a powerful korero, which has the potential to uplift the mana of those experiencing issues with mental health and addictions. The kupu that Keri has drawn on in consultation with kaumatua and other experts in Te Reo, are mana enhancing to all and turn upside down the current ways that Tangata Whaiora are often referred to. We felt very hopeful that we have the opportunity to de- pathologise the world within which we work by replacing current mental health jargon with reo that better promotes the mana and mauri of those we are supporting with our mahi hauora.

We continued developing our understanding of Tihei-Wa Mauri Ora with a workshop facilitated by Teina Piripi, which focussed on sharing our practise of utilising Tihei-wa Mauri Ora and our experiences as providers of Puawananga Kaitiakitanga. This provided us with the opportunity to hear how other practitioners are using this wonderful resource and add to each other's kete. The other workshop, Tikanga and Ethics was presented to us by Rangi Davis and proved to be a highly informative way to understand how the two world views, Tikanga and Ethics, can be understood in relationship to each other.

Korero also took place regarding the following kaupapa; nomination process for Te Ahi Kaa and Te Kaitumutumu and reports from National Maori Roopu representatives. The decision was made to continue with the current process for elections to the Executive, as per the constitution while we await the Te Tiriti audit outcomes that will guide us in implementing our own processes for a Te Tiriti relationship based way of working alongside the structure of NZAC. This meant that nominations were called for the position of Te Ahi Kaa. The election was held by a postal ballot and Gay Puketapu-Andrews was subsequently elected for another 3-year term. Those attending the hui agreed to support Te Kaitumutumu to stay on the Executive for another term.

At the NZAC Professional Development Day in 2019 Te Roopu Maori used the tikanga of Karanga and haka to welcome Nga Kete into the meeting Atea. Nga Kete were surrounded by members of the National Maori Roopu and were respectfully placed in a central position for all the members to acknowledge.

The Kaitumutumu then spoke about the traditional korero of Te Kete Aronui; Te Kete Tuatea and Te Kete Tuauri. This was followed by waiata and karakia. The process ensured that the Tapu on Nga Kete was made Noa for the duration of the AGM. Nga Kete provide a physical presence which evokes traditional matauranga Maori around the story of Tane's ascent to gather them from the twelfth heaven and bring them down to Earth for humankind.

The process around Nga Kete created a clearing, or Atea, for all NZAC members present to celebrate and honour our uniqueness and unity and an experience of love unity and peace.

National Maori Roopu members were also very visible in enacting the Tikanga of acknowledging the re-election of Te Ahi Kaa and the continued support of Te Kaitumutumu; alongside the farewelling of Executive members who were leaving and the welcoming of new Executive members who were beginning in their roles on the Executive. The waiata, karanga and haka spontaneously brought forth by these members were beautiful koha that were very moving and received with much appreciation.

On the weekend of November 1st and 2nd 2019 we had our second well attended National Maori Roopu hui. Our first kaupapa of the day was a facilitated discussion on Tikanga for our Roopu. It was a very constructive korero and we were able to create a Tikanga document, which we plan to share widely within the Association.

The hui also included a workshop on the Tiriti Audit that will be undertaken by Veronica Tawhai, Ngāti Porou, Ngāti Uepohatu, who is a senior lecturer from Massey University. She outlined the approach she and her colleague would be taking in looking to see how the organisation assesses against the Te Tiriti articles. There was also time for questions and feedback to them, which they were keen to integrate into their mahi.

We were fortunate to have a presentation from Dave Hakaraia bringing the two models he had constructed for the housing of Nga Kete. The korero and sharing of whakaaro in relation to his designs was plentiful and we were able to come to consensus about the one we want him to go ahead with.

On the hui agenda was the important kaupapa of kaitiakitanga for Nga Kete and it has now been confirmed that Jo McNab, Ngati Raukawa, Ngati Porou, who is our national Office Administrator has quietly been practising the kaitiaki for Nga Kete at National Office for some time now and she wishes to continue in this role. She has found a way to temporarily shelve our taonga until Dave has completed the design that will hold them permanently. We very much appreciate Jo for initiating and continuing with this mahi.

The annual meeting of the Combined Committees was held at Hikoikoi marae in 2019 and the National Maori Roopu Representatives were invited to gather the afternoon before. This seems to be a very valuable opportunity for our representatives to share their whakaaro and korero in relation to being on committees and working groups.

Te Ahi Kaa has continued to attend meetings with entities relevant to the Counselling Profession, including ACC, MSD, and the Combined Counselling Association group.

We are going well with our representation of the National Maori Roopu on National Committees and now have two on the Membership Assessment Team, two on the Supervision Committee, two on the Membership Committee, one on the Counsellor Education Committee and two on the Ethics Committee. Additionally, we have two representatives on the CPD Audit team and on the School Guidance Counsellor Advisory Group. We are now looking for Maori members who are interested in becoming part of the Regional Ethics Teams that undertake the work generated by our complaints process.

We were very saddened by the passing of our whaea, Rahera Taylor last year. She had been part of NZAC for many years and one of the originators of hui Maori within our Association. More recently, she had represented our National Maori Roopu on the Supervision Committee. She had also been a consistent attendee at our hui and a steadfast companion to our kuia and Life member, Aunty Tuti Aronui. Kua hinga te tōtara i Te Waonui-a-Tāne. Haere ra e whaea, haere, haere, haere.

We very much appreciate all that our Maori members contribute to the Association, especially those who commit to taking time out of their work and personal lives to attend hui and meetings to mahitahi on the journey to integrate Te Ao Maori and Te Tiriti based ways of working within this body we all belong to. We want to thank all of you who took the time to be with us at our hui and to acknowledge the contributions you each made to progressing the mahi of the National Maori Roopu. Also, to thank your whanau for allowing us to have you with us for the time you committed to being at the hui. The mahi couldn't happen otherwise.

Ka eke, eke panuku
te ohaaki o nga maatua,
Toi te kupu, Toi te mana, Toi te Whenua
Tihei mauri ora

Noho ora mai, na

Gay Puketapu-Andrews, raua ko Te Aranga Hakiwai
Te Ahi Kaa me Te Kaitumutumu



Financial Report

Christine Macfarlane

National President

In the absence of a Treasurer and the resignation of the Executive Officer a small team of the National Executive have taken responsibility to oversee the finances. I wish to thank Sue Allomes, Cathy Readhead and Maria Reynolds for this work.

A change has occurred in the reporting of the financial statements with Branch bank accounts being reported as External Processes. The day-to-day operating funds for the wider association that the National Executive has direct responsibility for are referred to as the Internal Processes.

Two significant actions in relation to the finances occurred late in 2019. The first was the move from the MoneyWorks software to Xero. This was undertaken at the same time as the move to the new membership software. The second was impacted by the move in software: for the first time members are able to see the situation with their current financial balance within their membership portal.

The impacts on the financial situation of these changes is twofold. One was an increase in expenditure for the expertise (external bookkeepers) to help with the change in software. The second was the impact on reversing debt due to the low-income rebates. As people became aware of their balance's, actions occurred to resolve the situation. Some people paid their outstanding debts and some provided explanations regarding their low-income. The reversal of the low-income debt is now also being shown in the accounts for the first-time.

Low income rebates have not consistently been actioned due to staff limits and the receipt of evidence from members. A concerted effort was made, in February and March 2020, with a temporary staff member and the new expertise, to clear these debts from the accounts. The result is that there is a high amount of "Subscriptions Last Year" shown in the Statement of Income and Expenditure. This is in large part due to the rebates which cover the last two and a half years. It is, essentially, a "paper loss". That is, we have not been relying on the rebated subscriptions each year.

Having said this, there is still a recorded deficit in the Internal Processes. This can be explained by these three points:

1. The research funding from the Ministry of Education was received in 2018/2019 but the expenditure was mostly in the 2019/2020 year. [See Publications in the Statement of Income and Expenditure and the detail in the Schedule of Expenses (Internal Processes)]
2. National Executive budgeted for the new website and membership database development from reserves [see Governance in the Statement of Income and Expenditure and the detail (Marketing) in the Schedule of Expenses (Internal Processes)]
3. The interest income appears to be very high. However, this is a further adjustment for inconsistent financial administration. This has been corrected with the engagement of new expertise noted above.

Adjusting for that expenditure and the corrections to debts and interest income there is a small operating surplus.

As always, the National Executive budgets according to the strategic plan with projects driving NZAC's responsiveness to the ever-changing environment. From the solid financial basis the National Executive will continue to lobby and look to the future while maintaining high standards for members and hence for those in need of counselling.

Christine Macfarlane

President

Financial Statement
See Appendix A at the end of the report

Executive Regional Representative Reports

Alexandra Smith

Te Tai Tokerau

Being the Te Tai Tokerau Representative on NZAC Executive has been a privilege, albeit at times overwhelming. The last year has been very busy and I've learnt lots.

Executive work has included:

- the 2 monthly, 2 to 3 day, stimulating Executive meetings and attending to dozens of emails in between the meetings.
- liaising with the Supervision Committee. Te Ruru, with input from the Supervision Committee, has answered numerous queries around Supervision with clarity and compassion. Guidelines to cover these queries have been written.
- liaising with the Journal Editors who are committed to maintaining a high level of scholarship. The first Journal for 2020 will be published very soon.
- supporting Jean Andrews in her huge role as Exec liaison for the School
- Guidance Counsellors' Advisory Group (SGC).
- an intensive weekend in November with three other Exec members crafting a briefing paper for stakeholders. This briefing paper is available on our Website and has been sent to stakeholders.

The launching of the new website, our EO leaving and subsequent interviews with prospective EO candidates, as well as Covid 19 lockdown has certainly added much work for Executive members, especially Christine Macfarlane and Gay Puketapu-Andrews, our President, and our Te Ahi Kaa. I thank them both very much.

I acknowledge several of us have felt frustration with the new website, compounded by glitches with APC and CPD. Thankfully the problems appear to be remedied. Thanks to you all for your patience.

Now that I am more in my role, I'd like to focus much more in the next year on Branch matters. I thank Jane, Christine, and Karen for their committed work. Christine has been a wonderful secretary. We will miss her.

Please feel free to be in touch with me through email or phone if you have any questions or suggestions.

Alexandra Smith

Executive Regional Representative – Te Tai Tokerau

Sheryl Smith
Hawkes Bay/East Coast

At the 2019 AGM in Wellington I was welcomed to the National Executive. It was a humbling experience due to the awahi of our local branches. The Convenor of the Membership Assessment Team role was concluded after 7 years on the team. I put my hand up for the Membership portfolio and began as liaison from National Executive to the Membership Committee. Other areas of responsibility taken up since then are in Communications, including co-writing "Counselling Changes Lives" the briefing paper for ministries, the working group on Self-Regulation vs HPCA and liaison to Work and Income NZ.

Gisborne

Gisborne Branch Chairperson Vicky Murray and I have kept contact periodically throughout the year by e-mail and on one occasion in person. Branch questions were reported as, navigating the new website, CPD process, Ministry of Health contracts, Membership, and reviewing Self-Regulation vs HPCA Registration.

On 7th April the Gisborne Branch meeting originally planned as an in-person meeting was conducted by Zoom due to COVID-19 Lockdown. It was a pleasure to meet members for the first time.

The Gisborne Branch AGM took place in April – the Regional Representative report was presented, and my apologies given by the Chairperson. The office holders agreed to continue including Elizabeth Florance as Secretary.

The Gisborne Branch members would like a closer association with Hawke's Bay Branch members and intend to create the opportunity to get together once a year

Hawke's Bay

Hawkes Bay Chairperson Sharon Jenkinson along with Rachael Diffey as Treasurer have organised the branch meetings and PD. There has been no Secretary in place since Cath Healey resigned last year so Sharon, Rachael, Brooks and other committee members have worked in turn to fulfil secretarial tasks. We postponed our regular meeting and have met once by Zoom over the Lockdown timeframe. The Hawke's Bay branch AGM will now take place on 15th June 2020 and in person.

The committee meets every second month with PD arranged each alternate month. Some highlights were being guided through Puawananga process including Tihei-Wa Maori Ora (Teina Piripi & Vivien Body) by local committee member Sonia Paul and Kaitumutumu Te Aranga Hakiwai. 'Working with Trauma using Maori Models' training was arranged through connections with Jenny Manuera and Wi Waikare 16th March.

We are in unprecedented times, supporting people in changing circumstances. You are resourcing yourselves and others while modelling the skills, strategies, strength, and compassion we have as Counsellors of Aotearoa NZ. I rely on you to communicate your needs as members and will continue to do my best to contribute to the positive direction of our association and to promote our profession.

He waka eke noa – we are all in this together

Sheryl Smith

Executive Regional Representative - Hawke's Bay/East Coast

Jean Andrews

Otago

It has been a busy year as the Executive member for Otago/Southland. I have been able to get to all the Dunedin branch meetings, but the Invercargill AGM was cancelled due to the Covid lockdown. We now have some counsellors who are looking to start a branch in Queenstown which is positive for the Central Otago area.

It has been pleasing to see the participation at branch meetings. My thanks to the branch committee who have worked hard as a team to make the meetings relevant and personable. Special thanks to Ross Mackinnon who has trail blazed the technology to do “zoom” sessions and has been recording the sessions for YouTube, for the wider membership who cannot get to the meetings. I wish to particularly acknowledge Dianne Begg, who stepped up to become the “chairperson” and for her help in organising the Te Tiriti PD and for being the membership coordinator. My thanks to our Secretary, Sue Lewis and our Treasurer, Shona Waterhouse and to Suraya Langston for providing refreshments at the meetings. My thanks also to our Kaitiaki Graham Green for his support with Te Tiriti advice, and organising the Te Tiriti PD day. I wish to acknowledge all committee members for contributing their time and skills to making the committee meetings fun and the branch meetings a success. I would also recommend that others join the committee and be at the forefront of the action at NZAC. Thanks to the work of Ross MacKinnon we have completed a survey of the membership which gives us a clear idea as to the direction that the members wish to go as we proceed into 2020-2021. It is with much pleasure that we have been able as a branch to nominate Ada Crowe as a life member, acknowledging her amazing contribution to NZAC locally, nationally and especially to School Guidance Counsellors as part of the SGC National Advisory group.

The school guidance counsellors have continued to meet as an interest group, and I would like to thank Judy Buckingham for taking over the coordinator role for getting the local GCs together. We have undertaken to negotiate with MHAID services the development of a Memorandum of Understanding to reduce the risk to MHAID clients as they return to school and to work with them and their families to ensure that they reach their educational objectives. This has involved several meetings with MHAID representatives, Principals, and guidance counsellors. This has meant that we have robust discussions with Principals on the management of “at risk” students in schools. Feedback from the Principals has been positive, and they have agreed to send a letter to the Ministry of Education, supporting the review of resourcing of school counsellors.

After a three-year term as the representative for Otago/ Southland I am giving my resignation. The workload has been such that I need to decrease the amount that I am doing. I would like to take this opportunity to ask for expressions of interest be sent to the branch secretary and I am happy to confidentially discuss a possible nomination with any interested person.

It has been an interesting time of change on the NZAC executive. This year we had the resignation of our Executive Officer Antony McFelin after 12 years in the role. We depended on him greatly for his organisational skills and professional understanding. This year the Executive has continued to strengthen its CPD process as a self-regulated profession, shift to the new website, develop the online framework for CPD and explore marketing strategies and employment opportunities for the members. We are also setting up a process whereby PD will be offered nationally through NZAC at a cheaper cost for members and targeting it to meet the PD needs of members.

This year my work on the executive has centred around writing the ERB (Executive report to branches) after every Executive meeting (available online), being the lead in the school guidance counsellors’ portfolio, liaising with the research working party and undertaking work around the children’s issue’s portfolio. The last year has continued to be a crucial one for school guidance

counsellors with major reviews in education, mental health, NZCEA and the Prime Ministers wellbeing for children initiative. We input into all these reviews and then responded to findings. The end of 2019 saw the completion of a national research project on the *Evaluating the Effectiveness of Counselling in Schools* (Bob Manthei, Alastair Crocket et al.). This is currently sitting with government and we have not yet had it released into the public arena. Plans to meet with the Associate Minister of Education are in place for the end of May.

As well as writing reviews, I have responded to many enquiries about the work of SGCs in schools. These have included enquiries from SGCs themselves, senior managers, and Trustees. I have also written several media articles, undertaken media interviews and led professional development in regions confronting the many dilemmas that face SGCs working in schools today.

Jean Andrews

Executive Regional Representative - Otago

Executive Portfolio Reports

ACC Portfolio

Jenny Manuera

Portfolio Manager

He mihi nui Ki a Koutou, E Nga Kai Whiriwhiri O Aotearoa

There have been quite a few changes within ACC Sensitive Claims ISSC, within the last year and important to know that we have currently 900 ACC counsellor's within NZAC.

Susan Calvert is our new Clinical Partner of ISSC ACC. She will be the liaison person for NZAC in relation to ACC. We managed to have a zoom meeting with her, which proved to be greatly beneficial around some different concerns and queries we had. We requested information on behalf of members to understand the pay parity issues that see counsellors at different qualification levels.

Sue noted, the need to maintain parity across the whole mental health sector in order to ensure that different parts of the sector (e.g., NGO's, PHO's, DHB's, OT, MSD, Corrections, ACC etc.) did not essentially end up in an ever escalating cycle of competing for staff via remuneration in an already stretched workforce environment. This meant that ACC rates were strongly influenced by the rates across the sector to stay in step with these.

Sensitive Claims has made some other major changes with 8 sites now in different regions throughout New Zealand. There has been a new change with the Assisted Recovery Team, which has taken over the individual Case Managers for clients. This proved to be a concern for us as NZAC counsellors, who were worried about a team, rather than an individual Case Manager over our client's files, and there has been quite a bit of discussion with this. They are now checking with the counsellors and clients if they are happy to have the team over their claims and note that this process is a voluntary requirement and if the therapist feels it is unsuitable for a client, they can remain with a dedicated Case Worker. However, it appears to be at times quite inconsistent, in relation to some of the feedback coming back from some clients.

There is still a need for more ACC counsellors to work in this area and be part of ISSC. However, within the last months of Covid 19 it gave us some challenges in how we work with our clients and working with Telehealth resources using both phone counselling and Zoom.

Over this time, I also managed to get some feedback from ACC counsellors with various statements of how this is going with their clients, around the country. The following comments have been about technical issues and difficulties sometimes with operating the digital resources. Other comments were about people preferring the phone sessions, so they maintain confidentiality and easier to speak. Others have commented, about their clients deferring their sessions until after the Covid 19 time as they prefer face to face sessions.

Through this time I had several korero with Sherilee Kahui, Mental Health Portfolio Advisor, she had been doing some research in relation to Cultural Advice and Whanau service within ISSC and how to enhance this better for our Maori Clients and the different ways of doing Cultural Advice. We are hoping to see a new explanation and rational to follow shortly.

Police checks have now been introduced to the ISSC contract and required from each ACC Counsellor.

Within the Covid 19, my ACC Sexual Violence Panel has been active, with different working groups. One of them is working on the proposed "MyACC" APP where we will be brainstorming some digital features that can be delivered and this will be helpful for clients to get an update on their claim and organize taxi's, travel etc. As well as this, the Find support is in the process of changing and being more user- friendly and a work in progress, hopefully finished and ready to present by October.

In terms of the Mental Health Sector Liaison Group (MHSLG), both Gay Puketapu-Andrews and Sue attend this group and have had some interesting discussions.

The meetings are quarterly and are made up of ACC staff and representatives of the MHSLG Professional Bodies whose members are both Suppliers and Providers of ACC Therapies and assessment processes for both Sensitive Claims and other Mental injuries. ACC are progressing towards a specific approach for Maori whanau accessing ACC support and there has been a hui held in Auckland. Maori providers, community leaders and whanau share their experiences regarding engaging with ACC.

This appears to have highlighted challenges for our whanau in the ACC context and to have elicited a range of ideas for action by ACC.

Jenny Manuera
ACC Portfolio Manager

Communications Portfolio

Cathy Readhead

Portfolio Manager

This portfolio encompasses both the internal and external newsletters for NZAC – ‘Counselling Today / Nga Korero Awhina’ and ‘Counselling Aotearoa’ respectively, plus the new website, our Facebook page – that grows daily with new ‘friend’ requests and has grown into a wonderful platform for guidance, help and information - and the general communication styles; email, phone, ‘snail mail’, that the Executive and National Office use to keep you all informed of what is happening within our Association.

Christine Macfarlane, Gay Puketapu-Andrews, Te Aranga Hakiwai, Sue Allomes and Sheryl Smith have worked alongside me this past year and it has become apparent that as a portfolio, it is not a stand-alone entity. Communication is amongst and throughout all we do on the Executive and we have continued to improve the ways we communicate with you all. It has, of course, been tested over the past several months and, along with the National Office staff, we can only thank you again and offer our appreciation for your patience and understanding as our ability to be available for your queries and concerns has been severely limited of late. We can only hope and pray that we are ‘out the other side’ and with the National Office getting back to normal operations, we will be able to pick up speed again.

I would like to thank Chrissie Hayes for her wonderful editorial skills and dedication to producing Counselling Today / Nga Korero Awhina and to the National Office for putting together Counselling Aotearoa, plus all those involved in communication within our Association in any way.

Cathy Readhead

Communications Portfolio Manager

Counselling Today / Nga Korero Awhina - by Chrissie Hayes - Editor

It has been a busy year for the newsletter (and for the Editor!). Highlights have included an article in Te Reo by Kiri Opai, a precis of the NZ Journal of Counselling, book reviews and updates from National Office and from a number of the executive committees. It has been great to have a better idea of what our executive does between AGMs. Counsellor Cat is currently taking a break, but we continue to hear from members who are interested in sharing their knowledge and experiences.

The new website has resulted in some changes for and to the newsletter. The old website came down only a few days after the December newsletter went live, and it is likely a number of members missed it. In January there was a small amount of telephone training on the new website and back end in order to get the February 2020 edition out.

We are still learning. We have learnt with this new system that we cannot amend the newsletter once it has gone out to members. Corrections have to be included in the following months edition. The new system also does not allow feedback from members as they read the articles. Instead, members are encouraged to email the Editor, and their feedback is included in the next edition.

The issue date of the newsletter has also been impacted by these changes, but it looks as if we are finally heading back towards a first of the month issue date.

None of the changes could have been implemented without the help and support of the staff in National Office – so a big thank you to them. Hopefully as we move through the year more members will become familiar with the new format and we will hear more from them.

Family Court Portfolio

Sue Allomes and Miriama Tolo

Portfolio Managers

The current year has been a year in waiting for the Family Court Portfolio.

Legislative changes were introduced in the Family Court in 2014 through the Family Court Proceedings Reform Bill. This impacted significantly on the work of many counsellors. The NZAC therefore welcomed the Ministry of Justice Family Court review that the current Minister of Justice announced in mid-2018. As part of the review, NZAC encouraged those working in this area to have their say to ensure our clients get the best service possible. It is encouraging to see how many of our members took up this challenge and along with hundreds of other New Zealanders assisted the review panel headed by Rosslyn Noonan and supported by panel members La-Verne King and Chris Dellabarca to review the situation existing in the Family Court.

The Family Court Portfolio members were committed to ensure the voice of the NZAC was heard and that our clients were fully represented by our submission and our work with the Review Panel. We are grateful for the time our members took to answer our questions and for the independent responses they provided to the Review Panel.

The Minister of Justice the Hon. Andrew Little released the final report of the Independent Panel on Monday 17 June 2019 with the recommendations of the panel. Te Korowai Tura a-Whanau is aimed at bringing together the siloed and fragmented Family Court system. The reforms, if adopted, will have significant implications for counsellors. The NZAC is encouraged to see how the panel listened to our suggestions and have included several as part of their recommendations.

The Review was to be reported on by the Minister in December 2019 however the recent COVID 19 Pandemic has meant that this is yet to occur. We continue to await the outcome of the Panel's recommendations provided in their final report, *Te Korowai Ture-ā Whānau*, suggesting a 'joined up' family justice service to the Minister of Justice. The full report is available to view at www.justice.govt.nz/justice-sector-policy/key-initiatives/family-court-rewrite/

The portfolio members look forward to continuing to support and advocate for counsellors with their work in the Family Court in whatever way possible.

Sue Allomes and Miriama Tolo
Family Court Portfolio Managers

Research and Journal Portfolio

Jean Andrews and Alexandra Smith

Portfolio Managers

Research Working Party

The Research Working party have seen the completion of two important studies. These include *Evaluating the Effectiveness of Counselling in Schools* (Bob Manthei, Alastair Crocket et al.) and *School Counselling Conversations: Clients and their Concerns* (Colin Hughes et al.). They would like to see these studies be used to work with the Ministry and media to advocate for more resourcing of the School Guidance Counselling. Authors of these studies have said that they are available to join in discussions with the Ministry and other stakeholders as is deemed useful by NZAC.

The working party would like to see this research being used to inform policy and practice. Concern was expressed, by the group, at the workload of School Guidance Counsellors and the fact that it is a health and safety issue for these practitioners, many of them sustaining workloads that are unsafe. The suggestion was made that we need to continue to engage with PPTA, and other stakeholders to advocate for better work conditions of SGCs. In the post Covid 19 lockdown, the caseload for SGCs has continued to increase as families face increased adverse circumstances. There is no indication that the impact of this on the already stretched workforce, is going to be addressed.

Thinking forward, the suggestion was made from the group that a focused workload survey may be useful depending on the response from the government. NZAC attempted to do this in 2018 and we had limited responses (1/3 of members). Ideally, any such further surveys need to be done by the Ministry to all schools, to capture data from the whole cohort. The hope would be that we could then gauge what would be a reasonable workload for counsellors so that they can see themselves working over an extended period to make it into a career. This is certainly something that needs to be raised with the Ministry of Education as now Principal groups are indicating that they are struggling to meet demands in their schools, support GCs and have access to an adequate workforce.

The working party are glad to hear that NZAC is willing to continue funding relevant research projects. They feel that in the immediate future, NZAC needs to advertise the availability of funding throughout the profession and amongst the training institutions, and prioritise topics/areas as NZAC sees them. Master's students could be encouraged to take up research in priority areas, with a possible financial incentive. They have indicated that they would be interested in looking at and supporting further research projects.

NZAC Journal of Counselling

Journal 2020 (1) is ready for publishing as I write. A huge thanks goes to editors Peter Bray and Janet May for their passion, commitment and work. Paul Flanagan joins them to share the load for future issues.

Peter and Janet have committed to hours of pro bono work, over and above their contracted work, to ensure a high level of scholarship is maintained. They have a great team of reviewers drawn from counselling and psychotherapy practitioners and academics across Aotearoa New Zealand. They are also working on the latest issue with new technical editor, Renee Lang.

Since Peter and Janet have been editors they have been playing 'catch-up' with the journal issues. In 2018 only one issue was published, which meant that the next issue, prepared in 2019 by the new editors, had to be re-labelled 2018 (2) to fulfill NZAC's obligation to its subscribers to produce

two issues a year. Due to the time involved and the lack of good articles contributed, it was untenable to produce 3 extra issues in one year. At the request of the editors the Executive passed a motion to accept only one journal for 2019 so that future journals would no longer be one issue behind. This now means that the readership will be able to align data from the journal with other contemporary literatures published at the same time.

The editors are looking forward to developing a wider scope for the Journal. They also intend to be more proactive with counsellors and tertiary institutions by encouraging and supporting our colleagues to prepare their unpublished research.

Those members who receive a printed copy, and who paid for two 2019 publications, will only be expected to pay for 2020 (2) which will be published in either November or December.

We look forward to reading up to date, rigorous, and in-depth articles in the 2020 Journals (1) and (2).

Jean Andrews and Alexandra Smith

Research and Journal Portfolio Managers

School Guidance Counsellor's Portfolio

Jean Andrews and Alexandra Smith

Portfolio Managers

This year the School Counsellors Advisory Group has continued to respond to the Education Sector Reviews by advocating for school counselling amid the greatest proposed changes in NZ Education for 30 years.

The long-awaited taskforce report from the "Tomorrows Schools" review was released last year. We contributed to the feedback by highlighting the fact that it ignored planning for the SGC workforce (except as paraprofessionals placed in hubs). We were eventually mentioned in the feedback review but disappointingly only in a minor part of the appendix with a "priority C", the lowest priority with a timeline of 4 plus years. We wrote to the Minister to object to this and received a reply acknowledging our work, referring us to Tracey Martin but with no commitment to action.

Much of the portfolio work has been responding to enquiries from SGCs around NZ focussing on:

- Counsellors facing understaffing resulting in work stress and affecting their ability to practice effectively. Often counsellors are experiencing barriers from management while advocating for a more manageable workload. In support, we have worked with the Teaching Council to develop a Quality Practice Template for teachers who are counsellors to use as a registration tool. This is now available on the Teaching Council website.
- Requirements from management in a "risk adverse" environment that compromise NZAC Code of Ethics and are sometimes even illegal. These enquiries are complex and take some time to work through especially when senior managers have no appreciation of the legal requirements for privacy and risk management and little knowledge of how they can complement each other.

Results of the "NZAC SGC Workforce survey 2018" were taken up by PPTA who appointed a working party to write a conference paper called "School Guidance Counsellors in Crisis". SGC Advisory Group members participated in this working party and identified many of the issues facing SGCs.

These issues were taken up by John Inger from Morrinsville College who surveyed Principals in Waikato and Bay of Plenty. This survey showed the challenges Principals face not only in supporting SGCs on inadequate resources but also the difficulties in attracting SCGs to work in schools. As a result, a letter was sent to the Ministry of Education outlining these struggles. This has been followed by a letter from the Dunedin Principals asking for better resourcing.

A request to present a workshop to Secondary Principals Association New Zealand at the 2020 conference on "Managing Risk in Schools" and to discuss the effects of the current shortage of Guidance Counsellors was declined because the conference was full. We are down to present at the 2021 Conference.

There have been many media interviews on many topics. The most prominent were the two TV One News items discussing the impact of the shortage of SGCs on schools and students in response to the recent release of the research on "Evaluating the effectiveness of Counsellors in Schools" (NZAC website).

In Dunedin we have been working with the DHB to develop a Memorandum of Understanding with MAID Health Services. This is an agreement to share information across these services (about 10 of them) so that schools can support their most "at risk" students once they are released from inpatient care. We have now moved into a trial of this process. The SGC Advisory Group has

endorsed this initiative. The hope is that this process can be used as a draft template for other regions. It is a proactive way of demonstrating the importance of SGCs contribution to students' safety and wellbeing.

In February Jean attended a Wellington PD day for School Guidance Counsellors for a presentation on "Risk Management "in schools. This included a question and answer panel including Jean, a PPTA rep and Sue Webb.

The SGC Advisory Group is beginning to work on identifying what needs updating in Te Pakiaka Tangata with a view to making recommendations to the Ministry of Education. There needs to be a section added on "Managing Students at Risk" within the school environment. SGC advisory has written guidelines for SGCs counselling under Covid 19 conditions in response to enquiries from members.

Currently the SGC advisory is having strategic discussions with our President, Te Ahi Kaa and PR advisor to formulate a strategic plan to promote the work of NZ School Guidance Counsellors. At the end of 2019 two long standing members resigned from the SGC advisory group, Lorraine Mullings and Ada Crowe. We sincerely thank them for their considerable contribution to NZAC, the SGC Advisory Group and the development of NZ's School Guidance Counselling network. We thank all the SGC Advisory Group members for their work this year.

After three years Jean is leaving the SGC as the Executive liaison and Portfolio leader. The work of the SGC is demanding and time consuming. Perhaps restructuring responsibilities of the SGC Advisory Group is necessary to spread the workload.

Jean Andrews and Alexandra Smith

School Guidance Counsellor's Portfolio Managers

National Committee Reports

Continuing Professional Development

Niccy Fraser

CPD Audit Convenor

Continual Professional Development - NZAC framework

The aim of the NZAC is to create a CPD culture of commitment to lifelong learning, updating, and sharing knowledges to continually upskill our profession. In line with this hope, the spirit of the CPD and audit process is to support, grow and encourage members in their professional development. NZAC has an ethical responsibility to provide a clear CPD structure and processes to support their members to equip themselves for best practice.

Change to audit coordinator role

The CPD audit coordinator has been a new role since 2018. Initially, this role was part of the new CPD project and contract based. The CPD project stage is now complete with CPD audit being a permanent part of NZAC operations. Hence this role now functions like the other committee convener roles. In 2020 the name was changed to Audit convenor to reflect the changed role.

The other part of the previous CPD auditor coordinator role will become a part time professional development manager role.

Change of CPD system to an online submission.

All practising NZAC members are now required to submit their CPD to the new online system. This change brings NZAC in line with other allied health professionals.

This requirement essentially functions as a 'self and supervisor check/audit' seeking supervisor input at each stage of the process, e.g. accepting the CPD plan, reflections and CPD future plan process. In the previous paper system, members were required to complete their CPD and keep in a computer file; in case they were selected for audit. This online change to CPD, offers an audit/quality check and is a more rigorous method for ensuring all members are engaged and can complete their CPD. Hence this software tool provides a transparent process for maintaining and improving CPD standards. Environmentally this new online system fits with sustainability practices, that our NZAC association is working towards.

Member assistance and support

During the Covid 19 lockdown, many members had to adapt to working at home, and quickly upskill offering counselling by remote delivery, coincidentally, at the same time as having to adjust to the new CPD online system. The new CPD system has a few steps and does take some time and effort to learn. As with all new systems and processes, there has been some challenges to work through.

NZAC has set up numerous methods of providing CPD online information and guidance across a range of platforms for members.

The audit convenor has had an increase of 16 hours per week for May and June 2020 to help guide members through the process by email, Facebook and phone. Positive feedback has been received from some members who are less confident on computers or less computer literate members.

Feedback from some members is this new requirement to complete this online process is influencing some to consider resignation or an earlier retirement. NZAC does not want to lose these

experienced members. To provide appropriate support, a discussion document is currently being put together looking at creating a new senior membership category.

Confidentiality of CPD submissions online

Some members have raised concerns about who sees their CPD submissions online and general NZAC website security. The NZAC office staff and audit convener have administrator rights to be able to view members' CPD as they work to help members submissions. All staff work under a code of privacy. During the audit process, the audit team also have access to members' CPD for audit processes.

There is a privacy statement on the NZAC website. Privacy policy is here

<https://www.nzac.org.nz/assets/Uploads/Privacy-Policy-2020-v3.pdf>

And here under members only

<https://www.nzac.org.nz/members-only/nzac-policies/>

CPD webinar 14 May 2020

Christine and I gave a webinar presentation demonstrating the CPD online process and answering the online questions. 159 members registered for this event and several gave positive feedback about the usefulness. Christine has uploaded it onto the NZAC home page and face book page. A webinar can be an efficient way of connecting with a large group of members.

Audit of CPD 2019

Audit Team

The audit team members are Georgina Wilkinson, Vicki Eaves and Chris White. Invitations were sent to all members to respond with expressions of interest to become an auditor in 2019. Our new member for 2019 is John Winslade. Georgina and Chris are representatives of the Maori Roopu.

Audit report 2019

2019 was the third year of the new CPD auditing process. Each year, 10% of the practising members are being audited.

Audit selection process

The initial aim was that all practicing members eventually be audited. The true random selection process has been discussed at the audit team committee and the combined counsellors committee and remains under review. Some member feedback has been objection to being audited more than once in a 2-year period. As members are now practising in a different context where all members are required to submit their CPD with active involvement from their supervisor, this style of compulsory 'self and supervisor' check/audit may make the type of audit selection process easier to decide on.

Audit preparation process

The audit team consistency between 2018 and 2019 meant the audit team were conversant with the process and so the 2019 process was more efficient. In 2018, audit guidelines were developed for extension, deferment request and exemption.

In response to requests from regional groups, CPD audit workshops were delivered in Tauranga, Palmerston North, Hawkes Bay and in Auckland, early 2019. Feedback received was that these face to face workshops were helpful both for supervisors' and members' understanding, acceptance, and completion of audit requirements.

Audit task 2019

The team audited 182 members' CPD material in Wellington across 3 days, September 11,12,13 working 8.30-4.30pm. The audit team worked in partnership, continually collaborating and formally moderating submissions to ensure consistent standards. The audit team passed any submissions with a conflict of interest to another auditor. Any member requests for their audit to be completed by an auditor from the Maori Roopu were honoured.

Standard of 2019 audit

The audit team assessed the overall 2019 results as significantly improved compared with the 2018 standard with 50% resubmissions that year.

Similarly, to 2018, the 2019 main improvements required were members' reflection on their CPD learning and application to practice.

CPD content

For 2018, the main areas of professional development chosen by members were: Neuroscience, Mindfulness, Trauma counselling and mental health challenges.

Communication of audit results

Every audited member received an email result either from the audit coordinator or national office. If a members' audit did not meet requirements, the audit coordinator contacted them and explained exactly what they needed to develop further. Members whose CPD submission met requirements only received feedback that they had met requirements or met requirements to an excellent standard.

Health issues and fitness to practice

Several members with chronic health problems or life stressors requested to be exempt from the 2019 audit, stating they were too unwell or stressed to complete an audit. The audit team discussion resulted in the auditors continuing to follow guidelines that if these members had been in practice in the previous year, then they had to submit their CPD for audit. Hence the exemption requests were declined, and extensions were offered. Several members voiced strong dissatisfaction to the audit coordinator. This is a difficult balance of both supporting NZAC members and having consistent audit processes to ensure the New Zealand public of NZAC's standards of practice.

Nicky Fraser

CPD Audit Convenor

Counsellor Education Committee

Margaret Agee

Convenor

The membership of the committee has remained stable since the last AGM, and Maria Reynolds has again taken up her roles as a Roopu representative as well as National Executive Liaison.

Committee members therefore currently include Margaret Agee (Convenor), Nan Blanchard, Raewyn Laurenson, Judi Miller, Huhana Pene (Roopu representative), and Maria Reynolds (Roopu representative and National Executive Liaison).

Programme assessment and accreditation:

As indicated in our last annual report, the management and facilitation of the counsellor education programme accreditation process had to be extended to accommodate all programmes applying for accreditation, particularly those that had undergone recent changes.

Programmes accredited during the past year include:

- *Bachelor's degrees:* Bethlehem Training Institute (BTI) and Manukau Institute of Technology (MIT).

Master's degree programmes at four universities and bachelor's degree programmes at seven tertiary institutions have now been accredited, as listed on the NZAC website.

Changes to programmes:

Accredited programmes in which significant changes are proposed are required to notify the committee, providing sufficient information to enable the committee to determine whether or not the nature of the change would compromise the programme's status. In the past year, the committee has received one such notification and determined that the programme remained consistent with NZAC's requirements.

Programme staffing:

It has become apparent how important keeping track of changes to programme staffing has become, not only for communication and dialogue, but also as a means of ensuring that staff are appropriately qualified and hold professional membership. This has a significant bearing on the leadership and delivery of programmes. Therefore early in 2020 we requested an updated list from all programmes that includes not only contact details but also the qualifications and membership of each staff member. As a matter of policy this information will be obtained annually, and programmes will be required to notify the committee if there are changes in the programme leader role.

Counsellor educators' meeting, December 2019:

Reflecting the committee's commitment to supporting counsellor educators and programmes, a national one-day meeting of counsellor educators was held at the Massey University campus in Wellington on December 6th, attended by 17 counsellor educators from 9 programmes. Participants appreciated the attendance for the morning of Te Ahi Kaa, Gay Puketapu-Andrews. A noteworthy aspect was the number of recently appointed counsellor educators who attended. Whakawhanaungatanga was an important part of the day, enabling those present to meet, build connection with one another, and share information about strengths and challenges within programmes. In discussion, a number of points were made and questions identified relevant to both the review of the Counsellor Education Standards and assessment process, and to particular aspects

of counsellor education. These will be followed up by the committee in the review process and in ongoing conversations, and there was strong agreement about the need for regular meetings.

Follow-up in 2020 - 2021:

A 1-day Counsellor Educators' Day will be held in conjunction with a 1-day Research Conference hosted by Mandy Pentecost on December 4th and 5th, 2020 at EIT in Taradale.

The committee has undertaken to create opportunities for dialogue in response to matters of common interest raised; to consult with counsellor educators to ascertain their needs; to communicate matters that arise from, e.g., Combined Committees meetings; and to prepare for the meeting and research conference in December.

Because of the pressures on counsellor educators associated with adjusting programme delivery in the COVID-19 environment, the committee has delayed sending out a questionnaire to seek feedback on the Counsellor Education Standards and the assessment process. When this is distributed and responses are received they will be considered and recommendations formulated for communication to National Executive.

COVID – 19 and counsellor education programmes:

As the COVID-19 pandemic developed, and restrictions on physical gatherings and lockdown would be required, counsellor educators and students within programmes became extremely concerned about the effect of this on the capacity to engage in face-to-face counselling in practicum placements. The committee and the counsellor education community are very grateful to the Membership Committee particularly, for agreeing to modify the requirements so that applicants for membership could include online and telephone delivery of counselling during this time. The Permission Statement that was promulgated on the website and to programmes was greeted with relief and appreciation.

Staff within programmes took care to prepare students for these modes of delivery in their practicums, ensured that appropriate supervision was in place, and were also careful about approving these practicums only for those students whom they considered ready to work in this way. Counsellor educators began gathering reflections and feedback from both counsellors-in-training and clients, and it is likely that very useful research into comparative modes of delivery will result from this experience.

Counsellor educators and students were also appreciative of the excellent resources made available on the NZAC website COVID-19 section.

Additional resources were also forwarded by the committee to counsellor educators.

Monitoring developments in the tertiary sector:

The committee is watching closely as the amalgamation of institutions under RoVE develops. We are seeking opportunities to represent the Association and the needs of counsellor education programmes to ensure that their quality according to the Standards is maintained.

Margaret Agee

Counsellor Education Committee Convenor

Ethics Committee

Sue Webb

Convenor

The Ethics Committee's tasks are to develop the Code of Ethics as necessary, educate members on ethical practice, process complaints received about members, answer queries on ethics and advise the Executive on ethical matters.

Workload

The amount of work coming into the Ethics Office in relation to complaints has remained much the same as last year. During 2019-20, 60 complaints have been worked on, as compared with 69 during 2018-19, and 40 during 2017-18. Forty-four cases were closed by March 31st, leaving 16 cases open at the start of the 2020-21 financial year. Thirty-five new complaints came in during this year, a slight increase on last year. Of the closed cases, one hearing, relating to two complaints, was initiated but not held, because the Respondent resigned. Another was also planned but not held, after a RET had been unable to arrive at a satisfactory conclusion with the Respondent, with this member also then resigning. Seventeen closed cases had involved RETs (Regional Ethics Teams). In nine closed cases Convenor (or deputised Convenor) Communications were carried out and Initial Assessment Groups (IAGs) recommended 'no further action' in three cases. Thirteen complaints were initiated but complainants did not then provide informed consent, being therefore closed and deleted.

At 31st March 2020 no cases had been open for more than nine months; this has never been achieved before, to my knowledge. Of the closed complaints, one dated back to 2015-16, with illness and a lapsed membership delaying the process; three remained from 2017-18; and 21 had commenced in the 2018-19 year. Twelve complaint enquiries were about non-members and therefore could not be pursued.

A total of 139 general queries were received, 34 of which were forwarded from National Office. There has been a steady increase in these over the last years, with a total of 110 in 2018-19, 95 in 2017-18, and 65 in 2016-17. As a result, the Committee has been working towards publishing answers to frequently asked questions on the Practice and Ethics section in the members' website and the Office has been categorising, anonymising and filing responses so they can be drawn from to formulate answers to new queries. There were seven privacy requests; 24 queries regarding potential complaints, five of which became full complaints; and correspondence after case closure was required in eight cases.

Last year those members applying to renew their membership, who alerted the Association to court cases or complaints against them outside of the Association, were referred to the Ethics Committee. We received eight such notifications, two of which were serious enough for us to allocate complaint numbers to them in our own system, in order to follow and monitor the processes elsewhere.

We have again been able to include a Maori Committee member on all IAGs involving a Maori complainant and/or a Maori Respondent. Similarly, any RET process involving Maori has included a Maori team member. We are much in need of more Maori RET members, in order not to exhaust those already undertaking this role and to reduce the cost to the Association of travel to distant centres. I understand the Roopu to be considering this problem.

The nature of complaints

All complaints closed during the year have been sorted according to the type of practice context in which they occurred and also to the key concerns raised, excluding those for which there was no

informed consent. Of the 31 cases closed that involved Committee activity, eleven of the counsellors were in private practice, five worked in agency settings, five related to ACC counselling, three worked in schools, two were in health settings, two in Corrections, one providing supervision, one related to counsellor education and one concerned a personal relationship.

Behaviours alleged by complainants may not in fact be breaches on a counsellor's part, however knowing what complainants are likely to complain about, and which areas of work seem to present the most risk, can be helpful to counsellors. Complaints mostly involve more than one concern. This year issues with respectful behaviour numbered ten, with two of these concerning relationships with colleagues. Competence was a concern in eleven cases, often identified more by the IAG from the written materials, than by the participants themselves. Two of these related to inappropriate letters for evidence in court. Safety, not doing harm and responsible caring issues were present in six. Confidentiality concerns numbered seven and boundary mismanagement six. Multiple relationships continue to be problematic, numbering four. Concerns about even-handedness, which is a common problem in couples counselling work, only numbered two this year. Inappropriate self-disclosure occurred in two cases, as did contracting. Integrity, autonomy, social justice, a romantic connection, ending counselling, documentation, assessment in a training programme, failing to challenge unethical institutional expectations and conduct unbecoming were alleged in one case each.

Other Committee activities

This year the annual two-day Committee meeting was held in December to see if it would prove more convenient for members and allow more time for budgetary considerations to be identified and forwarded to National Office. In addition, a one-day meeting was held for Regional Co-ordinators to discuss and develop training activities in their regions. We are again needing to recruit and train new RET members, to increase the availability of Maori for RETs, to address the increase in RET processes held, and to respond to natural attrition over time.

The 'Practice and Ethics' section in the members only part of the website is now up and running. We are looking to provide a range of materials to support members, including answers to 'frequently asked questions' and the old 'Aunt Ethica' letters from the Newsletter. So far two brief articles on designing a website and steps to ethical decision-making have been loaded. Articles on self-disclosure, writing letters for court, contingency planning and a list of online resources for suicide prevention are also in the pipeline.

Through the Covid-19 response period, Ethics provided a series of 'alert level' guidelines for counsellors, both about safe face to face practice when this was allowed, and for working ethically using remote means. It seems clear that post-Covid times are likely to involve a permanent increase in online work and ethical issues regarding this are likely to be an ongoing focus for the Committee. This may well then link to privacy and security issues, especially with the changes to the Privacy Act being implemented this November.

Guidelines for Hearings and RET processes have been finalised. These documents require minor updating and modification from time to time, but this time underwent some thorough revisions. While the processes themselves have not changed, more transparency and detail have been provided and language updated. As the use of 'Convenor Communications' has increased and responsibility shared across the Committee, guidelines for this form of intervention are also being put together.

A working group from the Committee developed a policy on Conversion Therapy, after concerns were brought to National Executive and referred to Ethics. This is now approved and available to both members and the general public on the NZAC website.

When members declare prosecutions or complaints to other bodies in submitting their requests for

Annual Practising Certificates, these are now referred to the Ethics Committee. Most prove quite minor and do not require any further action by the Association. Some however suggest more serious concerns and we are developing a formal policy to address this. As a self-regulating body, it is important that NZAC be alerted to behaviour that may be problematic and can check that it has been appropriately addressed elsewhere. In addition, where counsellors hold membership of more than one Association, they risk resigning from the body in receipt of the complaint against them, while continuing to work under their other membership. It may be possible to reach agreements with other professional bodies as to how to handle these. Also, since this is a once-a-year declaration and concerns may therefore have occurred many months before, it may be helpful to change the Code to require members to declare concerns about their practice or a prosecution to the Committee, at the point a formal process is initiated elsewhere.

The requirement for members to be accountable in relation to their Continuing Professional Development may also need writing into the Code of Ethics more directly, given the small but worrisome number of members who are disputing the Audit Committee's processes and criteria.

Concerns have reached the Ethics Committee alleging some third-party funders are requiring contracted or employed counsellors to work in ways that appear to contravene the NZAC Code of Ethics. The Committee is keen to receive detailed information about this from concerned counsellors. If we are in receipt of a number of such concerns, we can engage with the relevant funders, without disclosing the identities of those who have notified us. We can then attempt to clarify counselling ethics and practices and also share legal advice on some concerns, for example about privacy.

Personnel

The two Ethics Secretaries, Abi Buchhalter and Paule Poulin, are now working confidently together and it is a great gift to have such a stable and competently functioning Ethics Office. They are a joy to work with.

The Committee farewelled Edmund Salem this year. He has been a quiet and measured voice in deliberations, an excellent source of perspectives on school counselling and a conscientious Committee participant. He has however offered to continue as a RET member on the Wellington/ Wairarapa/ Kapiti team.

Conclusion

Thanks, as always, for the support, collegiality, positivity and hard work done by the Committee and RET members. Thanks also to the Ethics Secretaries who need highly diverse skills and, at times, nerves of steel and the patience of saints to manage a complex and at times intense workload; to Te Aranga who has facilitated the interface with National Executive with grace and dignity and whose gentle and respectful voice will be missed in our discussions; and finally thanks to our legal adviser, Jo. This is, as ever, a very rewarding committee to convene.

Sue Webb

Ethics Committee Convenor

Membership Committee

Robyn McGill

Convenor

Assessment Team

The Assessment Team met twice last year in Wellington. With the appointment of Sheryl Smith to National Executive Val Boag now very capably leads the team of John Hibbs, Toia Chase, Mark Pope, Nickei Falconer and Sonya McKirdy. New members to the team are Verona Nicholson and Virginia Maskill. Debbie North, the Membership Manager provides all the essential admin assistance.

Despite some hiccups, the January 2020 Assessment round saw 87 of 91 applications for upgrade go through to Panel. This was a 5% increase from the August 2019 Assessment round. This reflects the Membership Committees work in updating, revamping, and consolidating the six applications packs available for varying circumstances. Applicants now have improved coherent and accessible application packs and guidelines in order to produce a comprehensive and clear submission for upgrade. These will continue to be reviewed annually.

Applications for Provisional Membership can be accepted, processed, and assessed at any time of year, prior to assessment meeting dates.

All applications are now completed online and could possibly be assessed by the team remotely with some form of moderation included in the process. This is in the early discussion stages however and there is yet to be agreement on how this could be formulated and developed.

Additionally, it would be beneficial to conduct some training for the Assessment Team in order to strengthen consistency in the processing of applications.

The online process and the new website have presented challenges for most applicants. However, this has been ably managed by Debbie North, Christine Macfarlane, Gaye Puketapu Andrews and Niccy Fraser as they assist others in navigating the new website and technology in what has been uncertain times.

Membership Committee

The Committee met 4 times with a change of venue during the year to the Bay Plaza. The team of Eugene Davis, Roopu Representative, Toia Chase, Roopu Representative from the Assessment Team, Val Boag, Assessment Team Convenor, Debbie North, Membership Manager ex-officio and Robyn McGill, Convenor has stayed the same for several years and we certainly appreciate this constancy. Sheryl Smith has joined as Exec Liaison and with her extensive knowledge of the membership process is a great addition. We sadly farewelled Bev Weber and acknowledged her contribution to the MC.

Application Packs

It is the practice of the committee to meticulously review all Application Packs each year before making them available on the website early December. Changes for the 2020 packs are firstly the placing of Puawananga as the first written section in the upgrade to Membership pack. Previously Puawananga was placed last and this did not reflect the importance of Te Tiriti o Waitangi in the NZAC Constitution. It is hoped candidates will engage with Puawananga early in their Provisional Membership and this will help guide their responses to other sections.

The Ethics Section in the upgrade to Membership Pack has been replaced. In collaboration with representatives of the Ethics Committee this has been rewritten. The Ethics section has long been an

area of difficulty both for candidates and the Assessment Team requiring extensive additional notes. The replacement requires no further notes and directions.

From 2020 there is only one upgrade to Membership Pack with the NZ Education, Particular Circumstances and Overseas combined.

In addition the period of time required at provisional membership has been increased from 12 to 18 months. Exemptions for well qualified counsellors coming from overseas or maybe from a similar professional association can be applied for.

And finally all applications are now on-line applications with a PDF version also available for those who want to refer to a paper version before completing on-line.

Panels

For some time, the Committee and Panelists had been struggling with the word 'Interview' and 'Interviewers'. It was a barrier for many, invoking a Job Interview. After considerable discussion and consultation with senior Members who meet with Candidates it has been decided to gradually introduce alternative kupu where Interviewers will be Panelists and Candidates will meet with the Panel for a purposeful dialogue, face to face with a kanohi ki te kanohi approach.

There are now 6 Panel centres with the addition of Wellington after a very successful Training Day in November, facilitated by Georgina Wilkinson, Debbie North and Robyn McGill. Panels convene twice a year usually for at least several days.

An additional question has been added for candidates:

Given compassion fatigue is known to affect counsellors and other health professionals, how do you manage this now and plan to manage in your future practice.

Panelists have a Fact Sheet including a photo in order to keep this part of the Membership process separate from the already successful written application. Panelists make a recommendation to the Membership Committee about a Candidates suitability for Membership which is then ratified by the Executive.

Membership Committee PD Workshop August

A team of people from the Membership Committee, Assessment Team, Roopu and Panelists successfully facilitated a workshop for Provisional Members, Supervisors and others interested, on a PD Day in August.

Combined Committees Meeting

Eugene, Toia and Robyn attended this meeting at Hikoikoi Marae. Andrea Black facilitated and again we found this a great forum to be involved in the bigger NZAC picture with other committees.

On-going & Future Projects

Currently Puawananga is a separate section in Membership application. It is the intention of the Committee to develop a membership application process which is inclusive of Puawananga in all sections.

The Committee has been discussing and finding ways to include preferred ways of talking, connecting and working together in terms of Te Ao Māori. We continue to use Tihei-wa Mauri Ora as a way of reflecting on our mahi.

Finally there is a recognition of the changing face of counselling highlighted by the Covid-19 Lockdown. There is an increasing prevalence of on-line and remote counselling services and we need

to consider how this is reflected in NZAC's membership criteria.

Finally, to Debbie North, the very capable and efficient Membership Manager – we are always appreciative of your assistance and contribution to the team.

Val Boag & Robyn McGill

On behalf of the Membership Committee & Assessment Team



Supervision Committee

Te Ruru

Convenor

Our Mihi

To the NZAC Māori Roopu, the national Executive, administrative staff, those gathered for the 2020 Annual General Meeting, and all members across nga motu, greetings of good health and wellbeing from members the NZAC Supervision Committee. Nga mihi aroha, nga mihi nui hoki kia koutou katoa, tena koutou katoa.

Our Kaupapa

Established by virtue of the NZAC Constitution, article 11, the Supervision Committee's kaupapa is twofold – to promote professional supervision and supervision education among NZAC members, and to make policy recommendations relating to supervision to the national Executive. There are currently seven members on the Committee, including two representatives from the Māori Roopu, and one Executive member acting as liaison. 2019/20 commenced with the committee being under strength, but during the first half of that year, the welcome addition of Fia Turner, and Alexandra Smith as Executive Liaison restored the committee to full operational capacity.

Our Mahi

Because its members are scattered across the islands of Aotearoa, much of the committee's work is carried out through email exchanges. This requires a considerable commitment in terms of time and composition. During the 2019/20 year, 804 emails were processed. While some of these related to intra-committee consultations, communications with other working committees, Executive, and administrative staff, there was also a steady growth in emails from other members of the NZAC. All enquiries were given due consideration and answered in a timely fashion. Enquiries ranged across the following questions:

- Am I able to provide supervision?
- What can I do about the unprofessional and unethical expectations of my supervisees from some of their employers?
- How do I become a supervisor?
- What qualifications do I need to start providing supervision?
- What supervision qualifications are accredited by the NZAC?
- What supervision qualifications are available in Aotearoa, and which ones does the NZAC recommend?
- Can a Provisional Member provide supervision to other members?
- Can I be granted an exemption from the 3-year NZAC membership requirement?
- What are the NZAC criteria for providing supervision to its counsellors?
- How do I best support supervisees to complete their annual CPD Records and Plans?

Currently the Supervision Committee is preparing a position paper with recommendations for the Executive to consider in the coming year. Most of the work involved in the preparation of this paper was completed in the 2019/20 year. The Committee is now in a position to present this paper to the Executive during the 2020/21 year, in time for the next Supervision Policy Review due sometime in 2021.

Regular reports have been furnished for each Executive meeting during the year. Besides those reports, other projects and achievements include the publication of "Titiro Mai" No.1 in *Nga Korero Awhina* introducing members to the work of the Supervision Committee. A Supervision Committee

Review was completed in the early part of the 2019/20 year. At the 2019 National PD Day, in collaboration with Christine Macfarlane who was Audit Team Executive Liaison at the time, Gail Allan and Te Ruru presented a workshop on how supervision might best support the competent completion of annual CPD Records and Plans. An interview by James Paul from The PR Company with the Convenor of the Supervision Committee on current directions in supervision was published in *Counselling Aotearoa*. A document entitled “Information for Current and Prospective NZAC Supervisors” was produced and has been used extensively, especially in response to members’ inquiries. As March progressed it was evident that COVID-19 lockdown conditions would propel supervisors into an online delivery of supervision. President Christine Macfarlane called for a paper from the Supervision Committee by the end of March, supporting supervisors in their online work. This paper was subsequently posted on the COVID-19 section of the Association’s web site as a resource for supervisors.

Our Hui

In addition to these achievements, the Supervision Committee met twice during the 2019/20 year. At its May 11 meeting the committee focused on the launch of Titiro Mai No. 1, planning a workshop for the National PD Day, identifying desired aspects in programmes offering supervision qualifications, identifying the elements that need to be included in the planned position paper on supervision to be forwarded to the Executive some time in 2020. A second meeting was held on October 19 at which the information for supervisors’ document was finalised, what constitutes full time for counsellors was discussed, as was how to work with the Māori Roopu to promote the integration of Puawananga Kaitiakitanga across all supervision, making CPD requirements for supervisors more specific, how to educate supervisors who are not members of the NZAC to be aware of NZAC counsellors’ needs, and identifying criteria for supervisors to be placed on the NZAC web site as supervisors.

Our Pouri

Loss and grief are an integral part of the human experience and it was with great sadness that we learned of the death of committee member Placid Te Aoerere Briggs-Murdoch’s beloved partner, Ray. Committee members hold her in the Love and Light as a very special and wise kuia who has continued to contribute to the work of the Committee hugely, even as she navigates her way through such a profound grief.

Constitutionally, membership of the Supervision Committee is reviewed annually and ratified at the AGM. It is with sadness that we accept that Committee Member Mike Williams will not be standing for reappointment at the 2020 AGM. A member from the Committee’s inception, Mike has made a major contribution to the life of the Association through his work on the Supervision Committee, bringing decades of experience as supervisor and school counsellor to the task. Furthermore, he has over the years opened his lovely home on the edge of the Manukau Harbour as a venue for Committee meetings, which happen twice a year. His generosity has helped to build a whanau-like spirit among Committee members and save the Association thousands of dollars in venue hire.

Our Poroporoaki

The committee moves forward into the 2020/21 membership year with energy and enthusiasm for the work, grateful for the support and collaboration of other working committees, and the resources provided by the Executive and its very able administrative staff. To ensure that the work of the committee continues at its highest potential, expressions of interest for a position as member of the NZAC Supervision Committee need to be circulated among the membership as soon after the 2020 AGM as possible.

I roto i te kotahitanga,

NZAC Supervision Committee

Gail Allan (Māori Rōopū), Placid Te Aoerere Briggs-Murdoch (Māori Rōopū), Alexandra Smith (Exec. Liaison), Naarah Simpson, Fia Turner, Mike Williams, Te Ruru (Convenor)



Branch Reports

Te Tai Tokerau Branch

Jane Massey

Chairperson

Ko London te maunga
Ko Thames te awa
Ko Ngati Irirangi te iwi
Ko Jane Massey toku ingoa

The last Branch AGM was held at Pehiaweri Marae in Glenbervie on 17 May 2019.

At that meeting the roles of Chair, Secretary, Treasurer and Regional representative were all vacated by the previous officeholders and new nominees were invited.

Josie Scott and Andrea Black offered to continue in their respective roles as NZAC interview panel member and ethics committee member representing Te Tai Tokerau.

Chris Wilson stepped in as Secretary, with Sharon Ackers taking on a supporting role. The other positions were not filled, and the previous Chair and Treasurer continued to hold those roles until the next branch meeting.

Between the date of the Branch AGM and our next meeting in August nominations were made, and new officers accepted by the membership.

Alexandra Smith accepted the role of regional representative shortly afterwards, and Karen Gilmore accepted the role of branch treasurer.

At the August branch meeting I accepted the nomination as branch Chair.

I would like to thank Fiona Rouse, Sandra Joe, Maureen Frayling and Ellen Altshuler for their contributions to the branch in their respective roles and for their ongoing support.

On 16 August, our branch meeting was held in Kaitaia. It was preceded by a well-attended workshop on Rongoa Maori and Raranga which included a demonstration of traditional plants and their preparation to support wellness and healing, and also a practical flax-weaving workshop. We all appreciated the depth of knowledge and the skills shared by our hosts and the generosity of the members of the Kaitaia community who supported them.

On 15 November, the branch meeting was held in Kerikeri and preceded by a peer group support and knowledge-sharing session. Each member presented a “nugget” of information about a resource or counselling approach that we had found useful in our different areas of practice. Although the group was small in numbers, the discussion was interesting and enjoyed by all who attended.

In December, an on-line branch survey was developed by Chris and I and sent via email to all the branch members. We sought their opinions about meeting times and locations, and the factors that influence their decision to attend workshops. A response was gained from 38% of members, and some of the results were shared at the next meeting. Thank you to Chris for her work on this survey,

and for her ongoing support as branch secretary.

On 21 February 2020 we met in Kamo at the Clark Road Chapel. A workshop was presented by Andrea Black on the topic of the NZAC Ethics committee, and the processes by which ethical issues and complaints are reviewed. This workshop was well attended, and we are grateful to Andrea for sharing some of her knowledge on this topic. It was agreed that the topic is one that we would like to re-visit at future professional development.

Since our meeting in February the world has been changed by the COVID-19 pandemic and NZ lockdown. Our face-to-face work has temporarily halted, and we have learned new skills rapidly to offer telephone and on-line services. Branch members have contributed messages of support and their personal reflections in our branch newsletter.

Our 2020 AGM was set for 15 May, and our members in Kaitia had offered to provide a venue and a workshop. This date has been postponed until further information about maintaining health and safety for meetings and travel has been given by the Ministry of Health. We are now facing a new challenge with the options of a Zoom meeting, or an extended delay of our AGM. The organization of a Zoom AGM meeting will be challenged by the issue of unstable rural internet connections that many of us have experienced in Northland while working from home. We are currently exploring our options and intend to set a date for the AGM prior to the National AGM in August 2020.

During this year we have sought the opinions and feedback from our members about the ways in which they would like to participate in branch activities. My vision for the future is that our meetings and professional development opportunities will be in times and locations that are accessible for the maximum numbers, that the voices of the members will be heard and that our profession will be strengthened by peer group interaction, friendship and mutual support.

Jane Massey

NZAC Te Tai Tokerau Chair

Auckland Branch

Kathryn Barclay

Chairperson

I am proud to again present the Branch Annual Report and to highlight some of the great work that has been going on in Auckland.

Branch AGM

The 2019 AGM took place on 14th of May. Fifty-three members attended. Mike Williams had indicated that he was leaving the branch committee and sadly due to ill health he was unable to attend, however, we thanked him for his contribution. The office holders and the other members of the committee had agreed to stand again and were re-elected. Prior to the meeting we had received one nomination, and we were able to welcome Angelika Chisholm onto the branch committee.

The meeting was short as there was little general business raised from the floor. This allowed more time for our speaker John Winslade to share with us his insights around the subject of apologies.

Branch Committee

I would like to thank the continuing members of the committee, for their ongoing support, Averill Waters (Secretary), Elaine Jacobson (Treasurer), Cathy Readhead, Claire Ferguson, Jenny Manuera, Carol White, and Jane Tyrer. We have been working together for several years and have created a well-running effective branch. I have welcomed the new perspectives Angelika Chisholm has brought to the team and it has been a pleasure to work with her this year.

Finances

Elaine Jacobson has continued to do excellent work in the role of Treasurer. The branch continues to sustain a healthy financial position. We are fortunate to be able to continue to fund a wider range of branch activities.

National AGM

The branch has continued to sponsor a number of the committee to attend this in Wellington and it is an opportunity to gain valuable insight into the association and the issues that we face as a profession. We were also able to sponsor 5 branch members to also attend. Many will have enjoyed reading the accounts of their experiences in the newsletter.

The Life of the Branch

Auckland Branch was extremely proud to learn Shila Nair was on the Queen's Birthday Honours List. In November we held an event celebrating Shila's award of the New Zealand Order of Merit, where Shila, her colleagues from Shakti and the wider community were able to join together. Shila talked about her work at Shakti and her development of a model of counselling incorporating aspects of her Masters research. This presentation inspired us to be more culturally sensitive when counselling Asian, African, and Middle Eastern women.

Meet the President

In March we hosted an evening with Christine Macfarlane, our new President. It was an intimate group which created an opportunity for people to ask questions and contribute to rich discussions. It was great to hear her share parts of her story and hear her heart and passion for our profession and the work she wants to do over the next three years.

Newsletter and Advertising – Jane Tyrer

The Auckland branch produces a fortnightly advertising email and a monthly newsletter. These emails go out to just over 1000 Auckland members. The role of the newsletter is to support the life, professional development, and networking of Auckland branch members.

The newsletter and advertising emails are largely cost neutral with revenue from advertising covering the cost to produce and distribute emails. February and March this year saw a decline in advertising as concerns about Covid-19 started to surface.

Emails provide information for provisional members on NZAC events to attend to achieve full membership. The word from the chair often has valuable information and links. Special interest groups, Auckland branch professional development opportunities and sponsorships are all promoted in the newsletters. If you are looking for ways to be more involved in the Auckland Branch or to connect with other members, I'd encourage you to read the newsletters and attend some of the advertised events.

Professional Development

This year saw fewer events than in the past, which probably reflects the busyness of the members of this small committee. While there were expressions of interest last year from a number of people, for various reasons they weren't able to join the team. So, there are still only four members, Cathy Readhead, Richard Charmley, Margaret Agee and Kathryn Barclay. We will try again to add to the team in the coming year. PD events will look differently for a while and we have begun discussions about online PD, we will advertise any opportunities in the newsletter.

- *Introduction to Supervision* – 10th – 11th May and 8th June – 22 participants
- *Pam Dunne* – Drama Therapist from LA – 26th July – 13 participants

Area meetings and special interest groups

There were some changes in this area with some groups finishing and new ones starting. They continue to be a great opportunity for members to meet regularly, network and receive professional development.

The Shore area group is the only one currently operating and is facilitated by Carol-Anne Begbie.

Special Interest Groups

- The Supervisors Interest Group is facilitated by Richard Charmley and Kathryn Barclay and meets 5 times a year.
- Trauma Special Interest meeting is monthly and is facilitated by Angelika Chisholm and Philippa van Kuilenburg, who did a great job organising this while Angelika was overseas last year
- Narrative Interest Group - Co Convenors Sasha Pilkington, Jane Tyrer and Carol White meet monthly.
- The School Guidance Counsellors group was led by Victoria Marsden till the end of 2019, at which time she stepped down from this role. Sandra van Eden kindly agreed to take over hosting these meetings in 2020.
- Working with Children, various small peer groups operate across Auckland looking at aspects of how to work effectively with children.

Two new groups began

- Practicing from a psychodynamic perspective facilitated by Jane Kjersten met monthly
- Working with Youth with Autism - facilitated by Arletta van der Bosch.

A big thank you to all the co-ordinators of our area and interest groups, for without you these groups would not exist.

Contributions to the wider work of NZAC

Not only do our members do a lot of work here in Auckland, but many contribute to the wider work of the Association in a range of areas. Our Auckland members give so generously of their time that they help enrich NZAC as an organisation.

We can be proud of the work of our branch and the contribution we make to the Association.

On a sadder note I would like to mention the loss to the counselling community of the deaths of Ginny Wilkinson, a member of the Auckland Branch Professional Development Sub-Committee, and Jim Shepherd, who was the first NZAC Executive Officer.

Kathryn Barclay
NZAC Auckland Chair

Waikato Branch

Vicki Lee Wihongi

Chairperson

In the year since our last AGM, the NZAC Waikato Branch Committee took as its theme, Princess Te Puea's well-known statement,

'Mahia te mahi, hei painga mo te iwi'

Do the work that is needed for the betterment of the people

In the wake of the terrorist attacks on our Muslim brothers and sisters in March 2019, this seemed a fitting reminder for us as counsellors to respond to the harm and aspirations of our communities with diligence and care. Little did we know that in less than 12 months, our country would once again be impacted by another attack, the Covid-19 pandemic. The work that is needed in this instance is the same as always; diligent care that traverses the space between trauma and meaning making. And so here we are again, nursing our own stresses and worry as we endeavor to support our communities.

As this is my last Chairperson's report, I would like to thank the members of the Waikato Branch Committee who have served the branch so well. The collegiality, the dedication, the creativity! These memories are woven into my being. Offering thanks feels inadequate in return for the privilege of having worked with you over the past two years.

The activities we enjoyed as a branch in the past 12 months have been memorable. The June address by one of our Hamilton coroners, Gordon Matenga, was extremely well attended with over 75 of our members crowded in to listen intently and ask critical questions.

August saw the Kirikiriroa Maori Counsellors Roopu lead a highly appreciated collegial conversation on Te Kingitanga. This was followed up 5 days later with a guided tour at the annual Koroneihana commemorations held at Turangawaewae marae.

In October, the Waikato Branch Committee part-sponsored members of the branch who participated in a workshop run by Jenny Manuera and Wi Waikari titled *'Working with trauma using Maori Tikanga-based models of practice in a Te Ao Maori world.'* The event was well attended by branch members who greatly valued the taonga that was shared.

A collegial conversation followed some days later when Glen Silvester and Wendy Talbot led us in a meaningful discussion on ethics complaints and processes. This conversation helped us sit more comfortably with the possibility of a complaint being laid against us, having been introduced to the procedure that would ensue and the level of professionalism with which the complaint would be handled.

October also saw the passing of James Shepherd, who hailed from the Waikato and was NZAC's first National Executive Officer. Heartfelt gratitude for his years of service to NZAC were extended on behalf of the branch.

A good number of us attended the Branch Christmas gathering in December, and we also had great attendance at the February collegial conversation where we attended the movie, 'The Extraordinary'

Unfortunately, the abrupt appearance of Covid-19 put a stop to further collegial conversations, and

to this point, we have been unable to follow through with scheduled activities. Many thanks to the committee members who organized events in 2019 and who have put things in place for the remainder of this year. As soon as we can get back to our normal gatherings, we will do so.

My stepping away from the Chair role after only 2 years is to take care of my mother whose health is waning. I will still support the committee in any way I can and will attend branch events. It has been a joyful experience to be involved with the branch to date and I look forward to continuing rich relationships with valued colleagues in the future.

Ngaa mihi nui ki a koutou,

Vicki Lee Wihongi
NZAC Waikato Chair

Tauranga Moana Branch

Donald McMenamin

Chairperson

The NZAC Tauranga Moana committee (Donald McMenamin (Chair) Kerry Smith (Secretary) Sharmila Pathak (Treasurer), Colin Birch (Advertising and Newsletter) and Naarah Simpson) has grown this year to include Toni Hohneck from Rotorua who has taken up the Hospitality role. Maria Reynolds continues to support the group from the National Team.

Our regular schedule of meetings has continued well up until the close down of all meetings in the country. Meetings with members have been held in Waihi, Tauranga and Whakatane. These meetings are based around a short presentation by a member followed by conversation on that topic among those attending. Most recently Naarah Simpson, supported by Placid Briggs, has led a well-received discussion on the NZAC Full Membership process.

Planning is in place for monthly meetings and PD mornings for the year, but these are on hold for the time being.

Donald McMenamin
NZAC Tauranga Chair

Gisborne Branch

Vicki Murray

Chairperson

Our local branch is in good health and continues to slowly grow in numbers. At present we have 26 members comprising 2 students, 8 provisional and 16 full members. Thank you to all of those members who, after finishing up a busy day at work, manage to arrive at our meetings and support our branch activities. A brief summary of our meetings follows:

27 August 2019

PD days in Wellington – delegates who attended provided an overview of reports back from the Complaints, Ethics and Supervision committees and also information on CPD Audits.

Two members then facilitated a discussion of an ethical issue - how do we make a moral decision when working with a person who has a different perspective from us. We discussed counselling around terminations and miscarriages which was topical as the Abortion Reform Bill was currently before Parliament.

22 October 2019

Reporting back from the PD days in Wellington continued – The Privacy Act, note taking, report writing for ACC and reflective writing for NZAC members. The idea of our branch getting together with members of the Hawkes Bay branch was also mooted. Due to a key member not being able to make this meeting it was agreed to hold over our discussion on how to support whanau post suicide until our first meeting of 2020.

29 November 2019

We ended 2019 rather pleasantly with an evening outside under the stars in the courtyard of The Dome Room. It was our most relaxed “branch meeting” to date.

25 February 2020

At this meeting we further discussed collaborating with the Hawkes Bay branch either via a mid winter retreat style get together or via a joint PD opportunity. There was general agreement that efforts should be focussed more on PD and that our two branches could perhaps meet geographically half way in Wairoa. Our main topic for the meeting however, was how to support whanau/people affected by suicide. Members brought resources to share and a very worthwhile discussion ensued. Updates were also provided on wait times within local counselling agencies.

7 April 2020

We arranged a special extra meeting in early April where our previous regional representative Mandy Pentecost, and our current regional representative, Sheryl Smith, both from Hawkes Bay, joined us on our first ever branch Zoom hui. Of note that evening, a counsellor who resides down in Wairoa was also able to attend. It is envisaged in future that our members who do not live locally will be able to join our meetings via Zoom.

Our AGM will be held on 28 April 2020.

Turning now to the coming year, the dates we will meet together are:

Tuesday, 23 June 2020

Tuesday, 25 August 2020

Tuesday, 27 October 2020

We will also plan an end of year get together at a date yet to be decided.

Tuesday, 23 February 2021

Tuesday, 27 April 2021 will be the date of our next AGM.

I would encourage all members to suggest a topic or perhaps facilitate a discussion at one of our meetings on something they are passionate about or interested in knowing more about. We have a wealth of experience within our local branch membership; when we come together over something to eat and drink, and the conversation starts to flow, we enact .

There is a lot of work that goes on behind the scenes organising our branch activities and meetings. Lastly, but certainly not least, I would like to extend a heartfelt 'thank you' to Mike and especially to Elizabeth, as they work away together as a team, largely behind the scenes, and hold our branch together. Their continued work in fulfilling all of our branch administrative and financial requirements, ongoing liaising with National Office, and wrangling us all here in Te Tairāwhiti, is very much appreciated.

Vicki Murray

NZAC Gisborne Chair

Hawkes Bay Branch
Sharon Jenkinson
Chairperson

I hope this finds everyone well and managing within their bubble.

It has been some time since the committee, and I have been in touch with the branch. As I mentioned in my report last year, I had been absent at times due to a family member having health issues. Sadly, this has continued and is continuing which has placed pressure on my resources with myself, family, work and NZAC. Our secretary resigned with the full support of the committee, and at this time I sent an email seeking a replacement from our membership with no response, which is fine. So, the committee and I have been moving along to the best of our ability.

Our branch AGM is nearing, and along with other NZAC branch meetings we had planned, will need to be managed differently this year. Our committee will share with you soon how we propose to conduct the AGM. Once again, we look forward to anyone out there who would like to join our committee, especially to fulfil the roles of secretary and chairperson. If there are no other nominations I will continue as this role is required to be filled. As I mentioned earlier, my personal situation is such that I will be away at times, sometimes without notice so this does impact on the committee. If you are feeling unsupported please let us know, the branch email address is hbnzac@yahoo.com, or email me directly at sharonjenkinson13@gmail.com. Also, people outside of committee are welcome to organise any professional development opportunities.

I would like to take this opportunity to congratulate Cath Healey who has completed her Masters in Professional Practice at EIT. Also, anyone else that has completed studies that I am not aware of.

To members that have completed their full membership, congratulations.

To thank the committee that have supported you and myself over the last 12 months.

To acknowledge our local member Te Aranga Hakiwai who continues his role as Kaitumutumu at National Executive.

To welcome Sheryl Smith as our new Regional Rep at National Executive.

To thank Mandy Pentecost for all her hard work and commitment to NZAC and its members locally and nationally. Mandy has stepped down from her role at National level. It was a very moving ceremony at the National AGM when these happened. Thank you to the local members who travelled and supported Mandy and Sheryl.

I would also like to thank Sonia Paul and Te Aranga Hakiwai for running our local Puawānanga hui last year.

Thank you to the National Executive who continue to support us. I was saddened to hear that Antony has moved on as he has been a great support for me personally.

If there is someone I have forgotten to mention, my sincere apologies, I am relying on my memory which is rarely a good thing.

Our end of year Christmas gathering was well supported. One member coming out of the woodwork who had been a member for many years, and this was her first meeting/gathering that she had

attended, thankfully I don't think we scared her off. Also, lovely to see some school counsellors there and other familiar faces. It was a fun night.

Some might say that planning is key, however in dynamically changing times this can be fraught with frustration, disappointment, helplessness and hope. That is my experience, and in trying to make sense of the last year and our current situation, I have come to view myself as an optimistic realist. It will be interesting to see how NZAC are included, or not, in being included in govt funding for contract services. The ongoing health for members of our communities who may require ongoing support remains to be seen. Speaking with a member of the Police Family Harm Team recently he shared that he has real concerns for some people having seen what he has seen in the last 28 days. Also, the impact of not being able to care for sick whānau members and mother's with new born babies whilst they are in hospital; people dying here and overseas with cultural practices not being able to be honoured, and grieving in isolation or minimal support. For myself becoming germophobic in hospitals, thankfully not at home to the same degree, I wonder about how present hygiene practices may impact people. Will there be increases in obsessive compulsive disorders and ongoing anxiety? Any first responders and hospital workers, working in that environment for a long period of time. And on it goes. I am grateful that throughout this time so far, the weather has been amazing. We've been able to walk the dog, sit in the sun, spring clean and declutter. Preparing for whatever follows next.

On that note, I hope that self-care is a priority. I never really knew what that meant until this last year, and I think I'll go and sit in the sun and read.

Take care, stay safe

Kia kaha whanau

Sharon Jenkinson
NZAC Hawkes Bay Chair

Taranaki Branch

Janice Vermeulen

Chairperson

We started this past year with five people on our committee: Gwennyth Richards (Secretary), Janet Francesco (Finances), Elizabeth McCafferty, Margaret Smith and myself (Chair). During 2019, Elizabeth shifted house to Tauranga; we thank her for her years on the committee and her valuable support towards and for Taranaki NZAC members.

During 2019/2020, the committee decided to continue to offer focused support to our members who live around the Taranaki, some close, some far away, in the form of arranging various presenters at our meetings, to have a place and forum for counsellors to meet, to support members during time of challenge or difficulty, to socialise and to learn together. Our meetings were rich with discussion, questioning and exploring various topics, both ethical dilemmas, new learning, with the sharing of expertise from local members and presenters.

This year the Taranaki Branch members were saddened by the loss of our colleague and friend, Rahera Taylor. We remember her for her work in our region and for her ongoing support she offered her colleagues.

In September 2019, Sue Allomes, NZAC regional representative for Taranaki, Whanganui, and Manawatu, came to speak to us about working with ACC clients. At this meeting, we were privileged to honour and celebrate with Beryl Allison as she received NZAC life membership - this award for her many years of dedicated service to the Association, for her unwavering support towards our members and to counselling and her service in the Taranaki region.

Our December 2019 meeting and February 2020 meeting, focused on meeting with local members in a social forum, providing a space for professional discussions, meeting new members, and sharing information. Our March meeting was postponed when we went into lockdown. During this time the committee investigated and trialed digital programmes, that is ZOOM and MEET, so that we as a branch could offer our AGM in June, both face to face and online to our members who wished to stay at home. A lot of learning has taken place to put this in place. During lockdown, each committee member wrote a letter to Taranaki members, to connect with, to keep in touch with and to support. (These letters are attached to the Chair report.)

I wish to thank the committee for their dedication, effort, and time they have spent in supporting our Association in the Taranaki.

Nga mihi mahana

Janice Vermeulen
NZAC Taranaki Chair

Whanganui Branch

Robert Torr

Chairperson

It is a fantastic opportunity and a pleasure to be a part of the NZAC Whanganui Branch. There is always something new to learn every month, and members always bring with them something to contribute. The meetings take place on the first Thursday of the month and members usually meet regardless of the number of members who attend. I need to express my thanks to those who carry the meetings (in all the various aspects) when I am not available. Being part of the PPTA Collective bargaining team has meant that I have missed a few meetings over the year. This being the case, I am still representing the interests of counsellors around the bargaining table within Education. If one looks at the numbers attending our meetings, we are relatively small, yet we powerfully debate and discuss matters pertaining to Counselling and enjoy each other's company and contributions. The position of Chairperson is both challenging and stimulating. There is also a vast array of experience and expertise which members of this Branch bring, to share at the meetings. As we work, listen, discuss, and fellowship together, we grow and become a stronger community of counsellors. I am grateful for the honest feedback which I receive from members in order to grow and improve on the chairperson's role and our meetings.

Due to illness I was not able to attend the Annual NZAC Continuing Professional Development Day. Feedback from members who did attend, attested to the high-quality Professional Development which NZAC continues to prioritise for members. Being ill during this period highlighted to me how important it is for counsellors to take care of ourselves and has allowed me to make some changes within in my own counselling practice.

I am, as always, amazed at how a relatively small branch of NZAC can achieve so much in a single year. Although small, each counsellor attending our meetings has something to contribute, enabling us to share our vast knowledge. This knowledge is then stored in our own counselling baskets to be used when needed. There is a business side of the meeting, however, there are also guest speakers, teaching from fellow counsellors and the richness of fellowship.

As the Branch Chair in 2019 our numbers have been consistent, however the members on our membership role does not reflect the number of counsellors attending meetings. Post membership is also a problem as some of the new members do not seem to attend our meetings at all. It is becoming increasingly difficult to fulfil portfolio roles within the branch. At times I feel quite guilty for using those members who have contributed so much in the past, and sincerely just want to attend. I am invigorated by those who do pick up a portfolio role. Thank you so much for your help and energy. In this year I have become aware of members who are retiring and becoming less active. Thank you for all the years of hard work and effort which you have put into NZAC Whanganui.

As the Chairperson I will continue to work on a pathway forward to address this issue of members being on our membership role, and yet not attending. This Branch does have an extensive array of skills, backgrounds, and specialities which people bring to the Branch meetings, and therefore it is so great to meet. Those who are not attending our meetings do miss out on informative meetings, and fellowship, and rob us of their passion, wisdom, and speciality within counselling. Meetings start from 5.15pm (although this is not always the case, and it is a goal for 2020 to start by 5.30). To the members who do attend, and bring with them their laughter, friendship, specialness and, yes, their specialist areas, I thank you. This Branch is what we are because of you. In 2020 we shall keep on meeting and striving towards new growth. It is always exciting to see new faces in our meetings, and counsellors working on their transition from Provisional Member to Full NZAC Membership.

So, what has been happening in our Branch in the 2019 -2020 period?

In March at the AGM most of the portfolios were successfully filled. We however did not fill the job of Secretary. I want to thank Jane Bilderbeck for picking up this portfolio to help the branch. Thank you for the professional way in which notifications and minutes were produced and distributed, as well as completing all the tasks of the Secretary of this Branch in 2019. Thank you to those who were also willing to help when needed - Zoe Draydon and Virginia Hillgrove. The finances are completely up to date, thank you to Virginia Hillgrove who has been the Treasurer in 2019. All bills have been paid. The capitation grant which we receive from NZAC has been used on meetings for members. The Whanganui branch over the 2019 period has successfully held its regular meetings at Family Works, Whanganui. I would like to thank Family Works, Whanganui for their hospitality in allowing us to use their facilities. Talking about hospitality, what would meetings be like without a few nibbles and refreshments; a thank you for contributors to our meetings. Thank you Averil Spain for making sure that the portfolio of hospitality is more than adequately filled every meeting. It is a pleasure to enjoy the nibbles and refreshments provided at every meeting.

Our programme over the last 12 months has consisted of great social events, guest speakers and membership input. In 2019 we once again enjoyed great food and fellowship at our annual mid-winter Christmas dinner. It is at these functions that we get to know the stories of life behind our wonderful members.

Our meetings have been enriched through the sharing of knowledge and skills by fellow counsellors. We have been enriched with presentations and discussions on a variety of topics and modalities. Thank you everyone for your participation and involvement.

The programme which was presented in 2019 was as follows: -

- February - Welcome back and planning for the 2019 year
- March - AGM including the election of officers.
- April - Community mental health
- May - Social and sharing
- June - Estelle – Cultural competencies
- July - Happiness – TED talk
- August - Constable Mike Norton and Mat Kirkby – Safer Whanau (Family Harm) Team
- September - Claire Hiroti – Bioenergetic Psychotherapy
- October - Cancelled, however, Chair represented counsellors at the PPTA conference
- November - Rob Strengths based modality
- December - End of year function drinks and refreshments at the Lion Red Whanganui (This turned out to be a great date night for the chair and his wife).

Some of the issues which were discussed over this year in general business included CPD, membership and provisional membership, ethics, and the audit process and the dissipation of incoming information such as training opportunities

I would like to thank all the members who attend meetings at this Branch. Thank you, Cheryl, for your kind words of encouragement and wise words over the year. Thank you to those who stood in for me when I was not available to be the Chairperson. To all the members who have helped in the running of the branch over this last year – THANK YOU.

Robert Torr
NZAC Whanganui Chair

Manawatu Branch

Delwyn Crowther

Chairperson

Thank you for this opportunity to present to you the 2019-2020 Annual Chairperson's Report of the Manawatu Branch of the NZAC.

As I begin this report, I find myself filled with an array of extremely varied responses and emotions since our last AGM. Since mid-March 2020 we entered this 'weird' period of time we have all come to refer to as the COVID-19 Pandemic. I do not want it to distract from the months prior, so moving deliberately back in time, now let's celebrate some of the highlights which I will report on here.

I am continually encouraged by the wealth of experience in our local NZAC community and ways in which so many of you continue to promote our counselling presence and strengthen our counselling profession in the Manawatu and wider districts.

I want to acknowledge the small local Branch Committee and thank them for the various roles and activities they have undertaken over this time even though each of you have experienced personal health challenges. Thank you to Joan Atley taking on the Treasurer role, and Chris Masters, both returning to the committee from the previous year. We welcomed Nadine Richardson who's enthusiasm permeated through the fun-filled newsletters she produced with delightful illustrations and pithy pertinent sayings like "self-care is a priority and necessity - not a luxury - in the work we do" and "you deserve to be as nice to yourself as you are to other people" so it was no surprise when her mum became terminally ill early into this role that she took a break from her communication/Secretary roles on the committee. We look forward to seeing you back when you are able.

I want to acknowledge and thank the ever-faithful Sue Allomes, who not only attends our committee meetings regularly, but also serves as our Regional Representative. With a number of significant portfolios at National level, she continues to regularly update the local branch committee.

This annual period started well as we launched two very well attended workshops on the 27th & 28th June facilitated by Robert Jenkinson. Robert who works as a counsellor and supervisor, with over 25 years of clinical experience and currently as a sexual abuse counsellor for ACC, brought value insights and tools which he shared in the first full day workshop title, "Working with Trauma" and the second half day workshop "ACC Report Writing". This was useful for those planning on becoming an ACC registered counsellor and those who were already ACC registered, as it included Early Planning Reports and Support to Wellbeing Reports.

In early July, a team of experienced members, along with others not so far along the journey, ventured out to share about the pathway to NZAC membership with the students attending the Massey Block Course. This event included delicious homemade soup and buns.

On 19th November 2019, Manuera Life Development Services Limited provided a well-received workshop, "Te Whariki Hou Workshop (Weaving new mat) -Working Effectively with Maori", facilitated by Jenny Manuera and Manuera Life Bicultural Co-Facilitator Wi Waikari-Mauhini. Jenny and Wi introduced the participants to "Tikanga-Based Models of practice" with a range of interactive activities balanced with theory. The four hours were packed with wisdom, information, new knowledge, opportunities to learn appropriate ways to engage with Maori clients, and the opportunity to practice Te Reo in a very safe setting. We are grateful for this partnership and plan more workshops in the future.

The 2019 year ended with our Christmas Event in the lovely setting of Wharerata on Thursday 12th December. On this beautiful summer evening we first sat outside then moved inside for a lovely Christmas meal and enjoyed the time to catch up with one another. Joan delivered the stationary items collected from you this year to Terrace End School who were overwhelmed and said the school would use them as rewards as part of reinforcing the Positive Behaviour for Learning (PB4L) Programme.

Unfortunately, another six workshops planned during this period have been postponed due to the changing environment brought about by COVID-19 including bringing our AGM, planned for the 6th May with our guest speaker Christine Macfarlane, the current NZAC President, and her much awaited workshop. This workshop is needed even more now and we are still planning to bring Christine to Palmerston North to run her MindfulMe Workshop when she can. We are extremely grateful for all the work that Christine as President has been doing along with Gay Puketapu-Andrews as Te Ahi Kaa. Many thanks to you both.

Our world is changing quickly and my final words go to two of our very experienced local counsellors. Firstly, Ganga Aiyar who has shared her intent to retire from her “most treasured counselling profession and the pleasure and privilege she has had as a member of NZAC Manawatu, meeting many inspiring and joyful members, who are dedicated to what they do”. She passes on her thanks for all the contributions to her personal and professional life.

We thank you Ganga for your input into our branch and community for so many years. I fondly remember the workshop she co-lead with Gillian Hunt in June 2016, “Building pathways to Peace’ towards Enriched Self-development and Client Care’ workshop. We send our Aroha with you into your retirement.

The second person I want to acknowledge is Sue Webb who has recently sold her Palmerston North home of 42 years and is moving to the Hawkes Bay. Although this is not goodbye Sue, we also want to thank you for your outstanding contribution into the Manawatu branch and community. We do hope the direct line to you and your valued wisdom remains, although it will be from a little further away and we will be competing with so many of the new endeavours you will fill your time with in that warmer climate. You are still family.

Finally, I want to finish with what I started with the COVID-19 Pandemic and the lockdown period in all its levels. I do believe it has a huge influence on many of our decisions, which we are now starting to see unfold and we will see many more in this next twelve months. It has brought a clarity of focus for some, the inner strength to outwork some hazy dreams in a more solid, sound manner for others, so I look forward to what is to come. Travel well.

Delwyn Crowther
NZAC Manawatu Chair

Kapiti Branch

Written by Judy Dickie

Member of the Volunteer Committee

Professional Development

We were fortunate to be able to hold our Annual Professional Development day in early March before the country went into Level 4 lock-down.

This year's topics: Trauma & Resilience, Historical & Intergenerational Trauma and Indigenous Cultural Healing and Trauma informed Yoga. It attracted just under 50 counsellors, social workers, psychologists, and others. We started the day with an interactive Creative Mihi lead by Shona McNeil. This was followed by a challenging and deeply felt presentation on Healing Intergenerational Trauma by Matewawe Pouwhare, Tiaki Mauri Practitioner and Lecturer.

After a splendid lunch provided by Kiss & Bake Up, Waikanae, Dr Chris Bowden, lecturer & researcher, at Victoria University Wellington, gave his presentation on Narrative Approaches to Working with Trauma Survivors. Caroline Mastreani and Denise Nassenstein finished up the day by jointly presenting on Trauma Informed yoga.

Yet again, the Branch lived up to its reputation of providing high quality, low cost professional development for a range of practitioners, coming together in the beautiful Ramaroa Complex QE Park North of Paekakariki.

General

The Branch decided at the 2018 AGM to hold two general meetings plus an AGM a year, which would enable the small committee to focus on the Annual Professional Development Day in March. A big thanks to the **PD Team, Shona McNeil, Emma Sanderson, Ceit Robinson, Judy O'Bryne (2019)** and **Judy Dickie** for their many hours of dedication and commitment to make these days such a success.

At the AGM 2019 the office holder positions became vacant, due to retirement, other commitments and/or longevity in the roles. **Ceit Robinson** thankfully, took up the role of **Treasurer** in the interim but unfortunately, the position of Chairperson and Secretary have remained vacant. It was then decided the previous office holders would volunteer to maintain the Branch to focus on the Professional Development Day 2020. Emails were sent out, members enquiring if members would be interested in taking up the office holder roles, if not, the Branch was liable to close. Again, unfortunately no member has come forward to fill all roles. During the year, meetings had not been well attended by members.

It is with sadness the Kapiti Branch is now in closure mode. The dedicated Google Docs email info@nzackapiti.org has been closed. An email info@nzackapiti@gmail.com has been set up, where past emails and records from 2017 are held. The email is no longer administered. Email lists of members has not been recorded on this email address. The accounts for the financial year 2019-2020 have been completed and sent to National Office. All debtors have been paid.

A general meeting is planned for late June for the volunteer past committee and any members who wish to attend with a view to finalisation of any outstanding issues and farewell those members who have participated and supported the Branch in the past. Enquiries have been directed to the National Office.

Judy Dickie
NZAC Kapiti Chair

Wellington/Wairarapa Branch

Luana Murray and Fe Day

Co-Chairs

Kia Ora koutou Nau Mai Haere Mai,

Welcome, Welcome, to our Local Branch A.G.M. for 2020.

Luana says: 'On reflection of 2019, it was as if, I had woken up one morning and blinked because the sun was in my eyes and then, we are here "Right Now" with our 2020 A.G.M.

I understand fully the saying that I have heard many times from my Koro, and Nanny, "Time waits for no one moko".

We have been honoured to, once again, serve NZAC and our local Wellington Wairarapa Branch.

We acknowledge the unique moment we stand in as Aotearoa comes through the Covid 19 crisis and we reach out to all those affected both in our own country and overseas. ***Haere nga mate, haere, haere.*** Let us the living work to make a better world out of this suffering.

So, we move on to more mundane matters.

Organisational Matters

This year (mid 2019 - mid 2020) began with us losing both Secretary and Treasurer. This was made additionally challenging as, for the two years previous to 2019, we had had one member take BOTH Secretary and Treasurer roles. Having said that, the majority of our present Committee members have been part of our work for several years and we thank them so much for this service to our members and our profession. A list of present committee members and regular attendees at our meetings is found at the end of this report.

At the NZAC National Conference, Anita Edwards and Fe Day attended the meeting of representatives of NZAC branches from around Aotearoa. They reported back to our committee that many branches had spoken about difficulties with sometimes finding members to attend meetings and fulfil the many roles that belonging to a professional organisation requires. For example, one branch had substantially reduced the number of meetings held each year, while another branch held meetings in a restaurant. The different ideas that they brought back encouraged our committee to look at our yearly programme and ways of organising ourselves differently.

We were very fortunate that Emma Heaney-Yeats and Anita Edwards took on the Secretary role between them and Jane Henson and Fe as signatories were able to fulfil the bare minimum of requirements in terms of finances - reimbursing members who incurred expenses, making payments and receiving workshop and other fees. After Emma left us at the end of October when she moved out of our area, a new committee member Suzana Sagadin took over the publication of a newsletter for our members as well as bringing new ideas for how we might re-energise our branch meetings, based on her participation in the Christchurch NZAC network.

We are still looking for a Treasurer and hope that one will come forward, especially as we are very much prepared to pay an honorarium to acknowledge their time and energy. This year we have had to pay an outside firm to prepare our AGM accounts.

We have looked at every meeting at the frequency and type of gatherings; discussed repeatedly how

to assist Wairarapa members to network in their own area; and have accepted in principle that all committee members will hold a portfolio so that our committee is a real working group and not just a talk fest! .

Emphasizing Manaakitanga

Taking inspiration from Suzana's reports of Christchurch, we decided we would put renewed energy into the hosting and hospitality side of our meetings and from October onwards we have had a variety of delicious fresh foods available at meetings to show our meeting attendees how much we appreciate their coming out to do this work for our professional association on a Monday night at 6pm. Sherine Mettini, Luana and Fe have taken this responsibility and our attendee numbers steadily rose from July 2019 with only five people in attendance to November with 20 attending a sit-down celebratory dinner.

A New Newsletter - "What's Up"

Our discussions around re-invigorating the branch resulted in a new venture - "What's Up" a combination of:

- newsletter,
- information guide as to ongoing counselling and therapy groups meeting regularly in the Wellington area
- and paid advertising of upcoming workshops and activities.

Anita and Suzana surveyed our members to see what their suggestions for "What's Up" might be. We are thrilled with this development and in spite of the interruption to networking which has happened over the early part of 2020 (with the lockdown and various alert levels as Aotearoa combats Covid 19), we look forward to this becoming an established part of how our branch operates.

Professional Development

These are just some of our activities this past year.

October 2019

Matua Tau Huirama planned to attend our October meeting to assist us with our onward planning but he was called away urgently so we engaged in small group discussions of how we would characterise our NZAC involvement - according to Summer, Autumn, Winter or Spring. From these discussions came new energy to engage with the branch activities in a new way.

November 2019

We had a very interesting and well received presentation by Kuia Amy McLaughlin on her work as an AOD assessor for the courts and also on the Puawananga framework. People expressed a great deal of appreciation and interest in these presentations and we hope to organise a session for Amy to share about the Puawananga one in more depth, especially for Provisional Members at some time in 2020.

February 2020

Matua Tau Huirama presented us with ways to assist us in our thinking about the Branch. Matua Tau who comes from Waikato is the kaumatua for Unicef, Hospice NZ, and Health Promotion. He works in Whare Marie

<http://www.mhaid.health.nz/our-services/te-whare-marie-maori-mental-health-service/>

He spoke with us about various Maori words and broke them down into the component parts his tradition has taught him. He emphasized that wairua (spirit) connects us and is to do with sharing

and generosity and gave us an exercise - putting up four headings on the whiteboard - Mana Atua, Mana Whenua, Mana Tangata, Mana Wai Moana. Then he asked those present to put up words and concepts they associated with each of these headings.

March 2020

In March we presented a workshop on "Using Non Violent Communication in One to One Counselling" by Yoram Mozenon, an Israeli-born man from Amsterdam who was accompanied on the day by his partner Nadine from Holland, and four other NZ based "non-violent communicators". We had started organising this workshop in October 2019, very much aware that some of our members had asked that we make professional development opportunities available, delivered by people from overseas if possible and not just from New Zealand. Twenty people attended the day-long conference, most but not all were members of our branch. The venue was at the old CIT building in Trentham.

Ongoing plans for Professional Development sessions

We are very fortunate that one of our Life Members, Ann Nation, has agreed to be the Coordinator of our Professional Development Subcommittee which also includes Suzana Sagadin and Sherine Mettini. We very much appreciate their plans and look forward to the rest of 2020 which we hope will include performances by Te Rakau Theatre (Jim Moriarty and Helen Otene-Pearce) as well as a Noho Mara.

Nga Mihi

We both give acknowledgement and much appreciation to our working Branch Committee, for their care and thoughtfulness, and we are also encouraging any branch members to attend the meetings that are held once a month on a Monday starting 6pm.

2019 - 2020 Committee Members

Various members have represented our branch - Miriama Tolo on National Executive and Anita Edwards speaking on our behalf to a gathering of Dental Hygienists. We appreciate the time and effort that goes into this work and thank them sincerely.

Luana Murray - (Co Chair)

Fe Day - (Co Chair & Bank Signatory)

Anita Edwards - (Co-Secretary)

Suzana Sagadin - (Co-Secretary)

Jane Henson - (Life Member and Bank Signatory)

Miriam Tolo - (Representative on National Exec)

Ann Nation - (Life Member and Focaliser of Professional Development programme for our Branch)

Amy Mclaughlin - (Life Member and Kuia)

Ruta Etuale

Richard Brewer

Sherine Mettini

Some regular meeting attendees have been:

Carolyn Vermeulen

Maria Lloyd

Maria Cash

Anne Horrill

Kia ora rawa atu tatou katoa!

Luana Murray and Fe Day

NZAC Wellington/Wairarapa Co- Chairs

Nelson Branch

Mark Peart

Chairperson

Committee overview

Your Nelson Branch NZAC committee at a snapshot.

The year started off with Kathleen taking the Secretary role and Geoff, the Treasurer role. As for me, I took on the Chair role. Jeanette continued the role of coordinator for PD events in the Tasman region and we had two new members join the ranks, Reba and Davey. Liz Price continued the role at a National level on the Ethics Committee and Raewyn Laurenson continued the role in counsellor education information. Later that year we had Kaumatua Rangi Kohe join the committee followed by Marianne and Kate. Later we formalised the role of Cultural Advisor for Rangi, and minute taker for Reba.

Members listed

- Mark Peart. (Chairperson)
- Kathleen Huitema (Secretary)
- Geoff Faloon (Treasurer)
- Reba Safko (Minute taker)
- Kaumatua Rangi Kohe (Cultural Advisor)
- Jeanette Bent (Tasman Liaison)
- Davey Whitehead
- Marianne Hall
- Kate Sheldon

Ethics Committee

- Liz Price

National counsellor Education Committee Nelson representative Raewyn Laurenson

- Raewyn Laurenson

Chairperson Report – Mark Peart

This has been a very big year for our wee but dedicated and diligent committee. At the end of the last AGM 2019 we said farewell to Ruth Parsons (Chair), Carol Faloon (Secretary) and Melanie Stanton. This left us with a relatively new and somewhat green committee, not including Geoff, whom I appreciated and relied on in the learning of my own role as the new Chair. It was an incredible relief to me that Kathleen took on the role of Secretary. Kathleen has been fantastic in this role, delivering quality and up to date information regarding PD events and has worked with me consistently throughout the year. Reba's enthusiasm has been such a delight for us on the committee, taking on the minute taking and further proofing the same, has helped us as a committee to keep on track and be as efficient as we can be. Davey has been steadfast and has supported the committee with his presence. A big 'thank you' to Jeanette for continuing the role in support for PD in the Tasman districts, which Tasman, no doubt may have felt on the outside without Jeanette's support. Although, outside of our direct working committee, Liz and Raewyn, have been totally fabulous to me in supporting my transition to the Chair through their continual encouragement and accessibility for myself in my times of unsureness.

It became very important to me early on, that our committee needed to grow. As a committee, we all took this on board and worked towards opening the process up to the community as much as was

possible and manageable. This action helped us later in the year. We were very fortunate in gaining three new members, Kaumatua Rangi Kohe, Marianne Hall and Kate Sheldon, thus bolstering the Committee with their individual and unique expertise and experience. Rangi has since taken on the role of Cultural Adviser to the Committee and has been a great strength and support to myself in my role. It is also important to me to say a special thank you to our new President, Christine Macfarlane, who has made herself available to me for support, information and encouragement, Kia Kaha Christine.

Although, the main stay of the Nelson Branch NZAC Committee is to organize, encourage and sponsor, where applicable, Professional Development events for the local Nelson and Tasman Counselling Community. I would first like to share a couple of items that are not directly about PD events, but of personal interest and relevance to our Community te tau Ihu.

I am happy to mention that we now have a formalized memorandum of understanding (MOU) in place with NMIT. This informal agreement ensures the continued relationship building with NZAC Nelson and NMIT, allowing NZAC Nelson free use of the rooms at NMIT for PD events including, AGMs, monthly committee meetings and all free Nelson based PD events. We, NZAC Nelson, offer and encourage all NMIT Counselling students' access to these events.

Another aspect of this year for me personally has been working through the process for a life membership for one of our Nelson NZAC members (Liz Price). Liz is an exceptional and highly respected member of NZAC here within our community - e te tau ihu o te waka a maui. This process for me has been one of the hidden gems and a privilege to be part of.

Professional Development throughout this year:

Liz Price-Ethical Discourse

This was an interactive workshop run on the 11th July 2020. An ethical discourse around matters that arise in the counselling room and how we manage them, avoid them, or don't manage confidently. There was a good turn out to this event with plans to have another later in the year.

Ruth Parsons-Trauma Club.

This PD event was run monthly through 2018 and finished August 2019. This event attracted a wide array of people with differing backgrounds, with the same passion for learning and sharing their own experiences around Trauma work.

Fiona Mackay- Dance/Movement Therapy.

This event was run 8th August at NMIT. Several people in attendance, feedback from this event was incredibly positive, I myself wished to go but missed out on this opportunity. Hopefully, Fiona will be running another one this year.

Geoff Falloon-Business Practice for Counsellors.

On the 13th February 2020, Geoff undertook 2 sessions of training on "The Self-Employed Counsellor", each with 14 attendees. The surprising level of uptake shows the interest our members have in all aspects of going into business on their own account. I invited anyone with specific questions to contact me on 027 332 6759.

PD - Detective Neil Kitchen & Detective Sergeant Sally McBride

WORKING TOGETHER ~ SEXUAL ASSAULT, CHILD Abuse

(27th March 2019)

This PD event was well attended by our members. Counsellors showed their interest in the subject by sending in questions for Neil and Sally before the event, allowing them to come prepared with

relevant information. I'm sure that most who attended left a little more informed about how the police are currently working to assist and support victims of sexual assault and abuse.

**PD - Jim Batson - Trust
(4th September 2019)**

There was a great turnout for Jim's event, 18 members. Jim spoke of how to work with an 'enduring adult relationship' when trust has been damaged. We were taken on a journey through some steps we can work on with our clients to repair and rebuild trust in their relationships. Those who attended enjoyed that special honesty and openness that is always present when Jim offers a PD event. We were especially grateful for the professionally written and very helpful handout that Jim prepared to accompany the talk.

**Pele Fa'auli - Wairuatanga
(September 25th, 2019)**

25 members of NZAC attended, it was lovely to have several NMIT students in attendance. Pele began the evening with an invitation for us to introduce ourselves and say a little about who we are. It was lovely to hear some of the interesting stories people responded with. Many who attended the kōrero expressed how they were deeply moved by an experience of Wairuatanga when Pele sang a waiata that invites us to be touched by our Wairuatanga.

**Pele Fa'auli
(November 6th, 2019)**

Mono-Cultural, Bi-cultural, Multi-Cultural
Identity, language, and culture Toku toa, he toa rangatira.

My bravery is inherited from the chiefs who were my forebears, a Maori world view korero. Kaumātua Pele explored, with those of us who attended, many aspects of bi-cultural practice, giving a couple of recent examples from his own experience with government departments who claim to be practicing with respect to Te Tiriti and partnership. The session with Pele was very heartfelt, some who attended expressed feeling quite moved, one person said, "I really felt his korero touch my heart".

**Motueka Cultural Supervision with Chris Hill
(20th November 2019)**

Due to various other commitments, this was the only Motueka-based event that took place over the past year. This cultural supervision session with Chris was well attended and provided an opportunity for rich discussions on cultural identity, culture, and bi-cultural practice.

**Julie Clements – Chain Analysis Lesson
(November 27th, 2019)**

This session was well attended. Members enjoyed Julie's interactive way of introducing the theory and practice of DBT (dialectical behaviour therapy) chain analysis. In small groups we practiced using a chain analysis diagram with an issue of our own, then to strengthen our knowledge of the technique, we explored some of these chain analysis diagrams in the bigger group.

**Reba Safko - Breaking Down the A, E, D and P: An Introduction to Accelerated Experiential
Dynamic Psychotherapy
(3rd December 2019 and 12th March 2020)**

Having completed Level 1 and 2 training in AEDP (and currently working towards Level 3), I am enthusiastic about sharing my love of this particular modality, which brings together psychodynamic theory, attachment theory, and affective neuroscience with a focus on transference as not only a desired outcome of counselling but also a process and experience-to-be-processed in itself. The two talks were attended by twenty-five people in total, including several counselling students. Many

attendees were interested to join a monthly AEDP study group that will begin as soon as physical distancing measures allow!

Secretary Report – Kathleen Huitema

As some of you already know, I was nominated and elected as secretary of Nelson branch in my absence. PHEW, lucky it wasn't Chairperson! Briar and Ruth had been exploring that role with me in mind, I was not warmed up to the role. I had gone home after a very busy day and forgot that the 2019 AGM was that evening till it was too late to jump in my car and go in. So, I was somewhat surprised to discover, when I texted Mark that evening to make an embarrassed but very sincere apology, that I had been nominated and elected as Secretary.

To my great surprise I have enjoyed the role, partly thanks to Reba who shares the role with me by taking notes at our meetings and typing up draft minutes - thank you so much for that support Reba. I enjoy thinking up and arranging professional development events. Meeting and getting to know the wonderful, generous people who have offered PD events for us throughout the year has been a privilege and a pleasure. I also thank Mark for his skills, ensuring our meetings are run in such an efficient and friendly way, this has made it easy for me to make time to attend meetings without any fears that they will run on.

We have such a lovely, caring, and thoughtful committee, it has been a great pleasure to be part of it. I am excited to get to know two of our newest members, Kate and Emillie; our other new member, the lovely, talented Maryanne Hall and I know each other well already, we studied on the bachelor's degree together.

I look forward to another year of providing ways for NZAC members to connect and do professional development together.

Mark Peart
NZAC Nelson Chair

Marlborough Branch

Robyn McGill

Chairperson

8am on the first Wednesday of the month continuing to suit most people.

The NZAC Marlborough Branch congratulates Christine McFarlane on her election as President but we are missing having a Regional Representative on Executive.

There have been continuing challenges for Counsellors contracted to the PHO. At an end of year meeting with the Nelson Marlborough PHO it was made very clear Members were not included as providers of counselling within the Integrated Primary Mental Health and Addiction Services Contract as the Ministry of Health does not recognise Counsellors who are not regulated by the HPCA Act. Marlborough members would like NZAC to conduct a further referendum as to whether Counsellors wanted to be State regulated or stand outside this as a 'self-regulatory' association. A letter was sent to the NZAC Executive outlining our concerns and members were disappointed to learn Exec would not consider any changes to the status –quo this year.

Counselling and counsellors were profiled in Mental Health Awareness week with a 2 week display in Blenheim Library. Posters, pamphlets and information about members were included. A speed networking event was held where different agencies introduced themselves and gave people the opportunity to talk with them. In addition, local newspapers published articles on various topics contributed by members.

Finding ways to support each other in a small Branch is important. We have talked about being open about our CPD goals as a way of finding common ground where collegial sharing and discussion might take place, especially when accessing PD may be difficult and expensive. Provisional Members have been meeting to share ideas about working through the upgrade to Membership process. There was also discussion about sharing Puawananga Kaitiakitanga but for many reasons this unfortunately did not happen. However we have been encouraging each other to learn karakia to start meetings and using Te Reo Māori kupu.

The Branch supported one member to attend PD Day in Wellington and others were able to obtain funding to also be present.

Socially we have met a few times. In May we met at 5Tapped to farewell James Cliff and wish him well in his new adventures in Christchurch. We also enjoyed a celebratory breakfast together in December to finish 2019.

Having an efficient Secretary is important so thank you Tineka for all your mahi. Also thank you to Nick for keeping an eye on our finances. And to the loyal Marlborough members who regularly attend the monthly meetings – thank you. You are what the Branch is about.

Robyn McGill
NZAC Marlborough Chair

Canterbury/West Coast Branch

James Hutton

Chairperson

He mihi nui ki ngā mema o NZAC Canterbury/Westland. He mihi hoki ki ngā mema hou, ngā akonga me ngā mema i te timata i te ara!

Greetings and much aroha to all the members of the Canterbury/West Coast branch of NZAC for 2020. It has once again been a privilege and a pleasure to serve as the chairperson of the branch for another year. This year we have endeavoured to both add to our numbers on the committee, and look to implement the wishes and guidance provided to us by your answers to the survey we sent out in February, 2019. We have used these results to inform forward planning to be responsive to your needs and preferences with regard to kaupapa and colloquium topics.

This year began under the shadow of the Mosque shootings on March the 15th, 2019, and we wanted to strike a balance between grieving with the victims and our community, providing support for those who were under much heavier workloads than usual, and at the same time still celebrating life and being together. It's up to you whether we did a good job of that or not, but this was always at the front of our minds as we planned events for the rest of the year.

A highlight of this was our September Colloquium presenter, Raesha Ismail, speaking about a range of issues regarding the Muslim faith, and how we as counsellors can work in a culturally appropriate manner with Muslims. She encouraged all questions and made it feel safe to be in a place of "not knowing", encouraging us to question our assumptions and biases, and always to remain curious and client-led. Raesha started to unpack the differences between culture, religion, ethnicity and practice, and the unanimous feeling was that the evening had been thought-provoking, challenging, useful and way too short! It is this kind of learning and growing experience that we have been so grateful to be part of during this last year.

We also had big shoes to fill this year, taking over from Mou Basu in planning and organising the Colloquium. Luckily, we have had an influx of new committee members who have taken on the challenge and continued the high colloquium standards. This year we have welcomed Cate Walton who is returning to the committee, Kate Hamilton, Sarah Linehan, Lesley Thorpe and Lynda Clegg. This gives the committee a great mix of people who have been around for a while and newer members, providing both fresh ideas and all-important institutional memory for remembering why things are the way they are. I feel very lucky to be part of a motivated and diverse group of people working together for a common purpose, who are keen to serve you as counsellors, and also have lots of laughs together each month and a sense of whanaungatanga together and a shared purpose. We can always use more, so we would welcome more committee volunteers who are interested in getting involved – talk to one of us at the AGM – and remember that when there are several people, “Many hands make light work”, so be assured that you won't be asked to do too many things!

Fortunately the money situation for the branch has now stabilised, the annual financial report will show a slight loss, as most of the bills for the One Day Conference held on 4 May 2019 came out just after the end of the financial year, but the money to pay for those came in before the conference, in the previous financial year. So the loss needs to be seen in the context of the profit the year before. As I said last year, we're not here to make money, but to use it for the members, so it is nice to not be losing money, as it is easier to focus on what we are here to do.

While we are on the subject of the Treasurer, Wesley Mason is resigning the position after three years of being a fabulous support to the branch, and helping get our finances in order. Chris Stone, who is Cate Walton's partner, is taking over the role of Treasurer, and we look forward to working with him in this role.

A huge reason why we are not losing money has been the amazing effort from our secretary, Fumiko Wakeham. I owe a massive massive thank you to her for all her tireless work behind the scenes for the branch, she has done an amazing job as secretary and I cannot thank her enough for everything.

A big thank you to Cate Walton who has taken over the role from me of producing the What's Up. We know from your feedback that many of our members read it and get value from it, so I'm glad it is in good hands. We have also split out from the secretary role, the role of organising the advertising, which Cate has also taken on. We are very grateful to Cate, and will definitely be supporting her in what she is doing.

Finally, I will not be seeking re-election as chairperson this year, but I have very much enjoyed the time in the role and appreciate the support I have been given not only from the committee but also from the branch members. I strongly urge anyone who feels like giving this role a go, to step up to it and embrace it! You may not feel up to it, but people are supportive (and forgiving!) and you'll learn many skills that are transferable to every area of your life.

Thank you very much to everyone, I have immensely enjoyed this last year, and look forward to many more with the branch.

James Hutton
NZAC Canterbury/West Coast Chair

Aoraki Branch

Jo Blakemore

Chairperson

Wow what a year!

It's been a pleasure and privilege to occupy the role of Chair these past 12 months. Getting to know new people and finding a way to stretch my skills in the role has been a gift and a challenge, admittedly I continue to believe that I am not naturally built for group sports.

We started the year working out what it was we wanted from the branch and were able to identify that the meeting time didn't always work and so established an alternating pattern between an evening meeting one month and an early morning meeting the next month. Attendance at both of these appears to suggest that its working well.

We changed the structure of the meetings slightly, to allow for more conversation and worked to a loose plan for the year with a theme or activity for each meeting and sent out a regular newsletter.

We also identified that we would like more training and agreed to consider ways of using the available branch funds to obtain some quality training experiences across a couple of topics, gender diversity/transgender and confidentiality/privacy were among the top topics. We also wanted to provide training that could involve other members of our community and to showcase NZAC counselling and local counsellors.

These last few months in particular had seen a flurry of activity arranging training opportunities which have now been postponed due to the Covid-19 constraints and requirements. We hope to be able to schedule them to later in the year and are continuing to liaise with the presenters as things change and we will keep you updated.

In the last year Alan Grant gave an engaging and informative presentation to the branch on Solution Focused approaches to counselling. I'd like to thank him again here for being courageous and generous with his energy for delivering this topic to us. I know I really enjoyed it and would very much liked to have continued the discussion longer than time allowed.

Heather in her annual report from last year identified that "we don't see too many of our school guidance counsellors at our meetings" and as a branch we resolved to endeavor to be more connected, which appears to be going well. We were able to accept an invitation from the School Guidance Counsellors to attend a meeting with them and this continues to demonstrate the benefits of working closely and inclusively within the branch. I know those that were able to go enjoyed the opportunity to connect in this way. Please accept my apologies for not being able to attend but I look forward to more opportunities in the future.

Other initiative this year has seen us move to fortnightly informal zoom meetings during the Covid-19 lockdown. This has been a valuable source of support and connection in an isolating, confusing and potentially overwhelming time for both clients and counsellors alike. Thank-you to all of you who have supported me in this way in recent times, I am grateful for the extension of collegial support and friendship in these times of vulnerability and uncertainty.

I would also like to thank Lou who has tirelessly worked as secretary this year and juggled her life and my idiosyncrasies as chair with skill, grace and humour. I very much hope that she will happily continue on in this role.

Also, my thanks goes out to Catherine, our treasurer, a resourceful woman of many talents (too many to list here) whom it has been a pleasure to get to know a little more. She has made the

decision to step down this year, after generously agreeing to stay on last year (thank-you again for that) after being in the role for several years. Kindly she has stated that she won't leave us without a treasurer, but she is keen to support someone else into the role this year.

I also want to acknowledge the ongoing commitment of Christine Macfarlane as a local branch member and NZAC President. She is currently doing multiple roles for the organization, running a busy private practice, living her life and still attends and is actively involved at a branch level and for this I am grateful. Thank-you Christine for continuing to share your valuable time, knowledge and expertise with the branch.

Going forward I am happy to remain as Chair for the coming year, unless someone else would like to be nominated for the role.

I have enjoyed being more involved with the branch, we are a vibrant and inspiring group of people who are also counsellors and I thoroughly believe that our continuing to connect in this way is vital to our wellbeing and our practice. Who knows we might even make new friends along the way!

Best wishes to you all.

Jo Blakemore
NZAC Aoraki Chair

A handwritten signature in cursive script, appearing to read 'Jo Blakemore', positioned to the right of the typed name.

Otago Branch

Diane Begg

Chairperson

Welcome to this Zoom AGM. Covid 19 has brought about a number of changes for us as counselling practitioners. It is pleasing to see that counselling is continuing to be offered successfully and competently by resilient members in our region, overcoming the difficulties that have come from the lockdown with strength and flair.

It has been an interesting and thought-provoking year for members of the Otago branch. It is with much pleasure that the branch has put forward Ada Crowe for a life membership award. This is our branch acknowledgment of the many years of support and sterling work that Ada has undertaken in her many and various roles and activities as a NZAC member.

We have had a series of dynamic and in-depth presentations from guest speakers this year covering areas of interest ranging from looking at legislative changes, foetal alcohol syndrome and resilience. Most speakers have been drawn from the vibrant Otago counselling/mental health practitioner base.

A highlight of the year for me was the Noho Marae with Teina Piripi. She introduced us to the Tihei-Wa Mauri Ora that she and Vivienne Body developed from their work with indigenous groups in Northland.

There has been some trialing timings of meetings and ways of holding our branch meetings for example using zoom to enable members outside of Dunedin to take part in meetings from their own base. This has only had a small uptake. We are also making all presentations available to members after the meetings meaning that all the material presented during the year is available as a resource for members.

As an outcome of these approaches we sent out a survey to all members in February to try to ascertain their individual feedback on local branch meetings. The result of this is attached to the AGM reports and will be discussed in the general business section of the meeting. From the survey feedback and discussion, the new branch committee will have a base to plan for the year.

The Queenstown Lakes District have successfully come together as a group and had a meeting with a speaker. This is a positive development as the distance involved in getting to Dunedin for meetings is costly, both time-wise and financially. It is great that this group of practitioners is finding a way of supporting each other and getting local presentations for their professional development.

I have been privileged to work with a strong team this year, each Committee member bringing strength and depth of understanding as well as commitment to the work. My thanks to you all.

Diane Begg
NZAC Otago Chair

Southland Branch

Lois McMurdo

Chairperson

I am pleased to present my fourth report as Chairperson for the Southland Branch of the NZAC. It has been another busy year with a lot happening.

On 10th April 2019 at our AGM & dinner meeting at the Buster Crabb Restaurant, Jean Andrews the Otago/ Southland Representative spoke to us of her positive experience on National Executive, developing the online framework and strengthening of the Continued Professional Development (CPD) process, the new NZAC website and the exploration of strategies and employment opportunities for members.

A highlight for me was attending the NZAC National Conference Day & AGM on 2nd & 3rd August 2019 in Wellington. I attended the Professional Development Day where Teina Piripi spoke about "Connecting"- to whom do you belong, where are you from and what is your name? She also spoke about the special knowledge, indigenous knowledge that we can share with others and challenged us with Dr Peta Sharples question "What is it we've learned and how do we bring it to our lives and our practice? We also heard more about the ACC and its requirements for counsellors.

I attended the Workshop on "Professional Writing" with Rhonda Pritchard where we learned to structure report writing like a counselling session with- focus, purpose, a plan and a process. Mandy Pentecost spoke on the "Practice of Reflection" especially around CPD and we looked at Broadwell's Developing Competence Model.

The other Workshop I attended was "Gender & Sexuality 101" with Francis Arns & Victoria Trow from Rainbow Youth. Using the "Gingerbread Person" Model, the correct pronouns, "safe" language, using accessible spaces and forms all help us to be safe practitioners.

I attended the Tau Iwi Caucus where we looked at "Where are we on the journey with Tangata Whenua?"

It was inspiring to hear of Beryl Allison being made a life-member and see Christine Macfarlane inducted as the new President of NZAC.

I enjoyed the various branches Breakfast Meeting where we met the National Executive and gave them valuable feedback on what is working well versus the challenges for the Southland branch. It was good to realise many branches have similar strengths and challenges. These gave me lots to think about and report back to the branch. Connecting with other Counsellors was invaluable and learning more about the National Executive gave me a greater appreciation and understanding of their processes.

On 21st August 2019 at our dinner meeting I reported back from the NZAC National Conference and the Professional Development workshops I attended. Our guest speaker- Chris Cole from Learning Difference Trust Aotearoa spoke to us on the "Emotional Impact for Children (6-12 years) with a Learning Disability" such as dyslexia, dyscalculia or dysgraphia and about the local Adult Dyslexia Group. She promoted the "Growing Stars" workshops for children and parents and recommended her book "All a Part of Me."

On 26th November 2019 at our end of year dinner meeting we heard more about the training "Tihei-Wa Mauri Ora as an indigenous resource we can use especially with Maori clients that encourages

and uses a Maori cultural world view. This training was held in Dunedin recently with some of our members attending.

Despite the Training Committee looking at a couple of different options and due to various reasons we were unfortunately unable to provide a training for members this year.

Our thanks and best wishes go to Antony McFelin our National Executive Officer who is resigning after 12 years in this role. His professionalism and organisational skills were known to many of us in the branches. We wish him well for the future.

Out thanks also go to Jean Andrews our Otago/Southland Representative, also resigning, for her visit to us and keeping us up to date with the changes and requirements from National office.

It is with regret that we accept the resignation of Carla Wilson and Sharon Rodgers as our branch Secretary and Treasurer. I would especially like to thank them for their skills, ideas, personalities and the humour you have both brought to these roles which have made my job so much easier. You will be sorely missed and we wish you both well in your new roles and adventures as Deputy Principle and in taking early retirement. Thank you.

Lois McMurdo
NZAC Southland Chair

Appendix A Financial Statement

Compilation Report

New Zealand Association of Counsellors For the year ended 31 March 2020

Compilation Report to the Members of New Zealand Association of Counsellors.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of New Zealand Association of Counsellors for the year ended 31 March 2020.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Committee are solely responsible for the information contained in the financial statements and have determined that the Special Purpose Reporting Framework used is appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

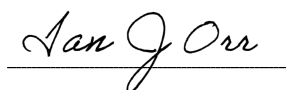
Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with New Zealand Association of Counsellors other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on these financial statements.



Ian J Orr & Associates

Suite 9, 9 Lynden Court, Hamilton 3210

Dated: 9 July 2020

Statement of Income & Expenditure

New Zealand Association of Counsellors For the year ended 31 March 2020

	NOTES	2020	2019
Internal Processes			
Income			
Fees		88,240.80	91,221.22
Interest Income		23,705.38	10,855.01
Subscriptions		908,277.90	876,816.19
Subscriptions Last Year		(43,993.69)	(16,460.81)
Other Income		33,624.40	38,433.67
Conference Income		39,681.05	211,659.20
Bad Debts		(2,123.67)	(26,996.38)
Rebates		(29,685.91)	(32,921.62)
Total Income		1,017,726.26	1,152,606.48
Expenses			
Committees		191,075.13	196,436.17
Publications		60,531.15	28,062.30
Activities		87,522.18	102,238.62
Governance		229,613.83	203,786.19
Management		435,085.42	424,415.73
Conference Expenses		27,420.67	182,189.25
Non-Operating Expenses		1,986.27	1,994.85
Total Expenses		1,033,234.65	1,139,123.11
Net Surplus (Deficit) from Internal Processes		(15,508.39)	13,483.37
External Processes			
Branches			
Branch Income		97,143.19	95,760.96
Branch Expenses		(75,688.77)	(92,067.39)
Total Branches		21,454.42	3,693.57
Net Surplus (Deficit) from External Processes		21,454.42	3,693.57
Net Surplus (Deficit)		5,946.03	17,176.94

Schedule of Expenses (Internal Processes)

New Zealand Association of Counsellors For the year ended 31 March 2020

	2020	2019
Expenses		
Committees		
Supervision	6,347.98	4,076.20
Ethics	56,601.22	62,590.79
Membership	120,408.89	118,827.38
Education	7,717.04	10,941.80
Total Committees	191,075.13	196,436.17
Publications		
Journal	6,385.60	7,892.25
Newsletter	14,413.92	15,730.35
Research	38,231.63	4,439.70
Professional Development Grants	1,500.00	-
Total Publications	60,531.15	28,062.30
Activities		
Annual General Meeting	12,647.86	10,503.72
Branch Capitation	32,200.00	30,170.00
CPD & Auditors	14,405.72	35,527.66
Regulation	10,057.38	2,681.27
Representation	18,211.22	23,355.97
Total Activities	87,522.18	102,238.62
Governance		
National Executive	136,487.42	140,799.29
Marketing	69,550.84	41,340.00
Maori Roopu	23,575.57	21,646.90
Total Governance	229,613.83	203,786.19
Management		
Communication	3,850.94	4,195.78
Hospitality	1,707.31	376.95
Insurance	8,496.69	7,880.43
National Office	85,115.04	75,447.00
Professional Fees	27,999.58	8,952.70
Salaries & Wages	307,915.86	327,562.87
Total Management	435,085.42	424,415.73
Conference Expenses	27,420.67	182,189.25
Non-Operating		
Depreciation	1,831.05	1,994.85
Rounding	155.22	-
Total Non-Operating	1,986.27	1,994.85
Total Expenses from Internal Processes	1,033,234.65	1,139,123.11

Balance Sheet

New Zealand Association of Counsellors As at 31 March 2020

	NOTES	31 MAR 2020	31 MAR 2019
Assets			
Current Assets			
Cash & Deposits		1,286.33	740.00
Association Bank Accounts		556,370.48	580,051.48
Branch Bank Accounts		118,432.84	97,254.56
Accounts Receivable		74,101.60	47,148.47
iPayroll Trust		10,558.11	5,592.18
GST Receivable		10,158.26	3,710.96
Total Current Assets		770,907.62	734,497.65
Non-Current Assets			
Fixed assets		3,788.45	3,964.00
Total Non-Current Assets		3,788.45	3,964.00
Total Assets		774,696.07	738,461.65
Liabilities			
Current Liabilities			
Association Credit Cards		(7,783.18)	4,059.45
Accounts Payable		19,874.39	31,888.51
Accrued Payables		17,344.53	9,472.39
Accrued Receivables		46,273.00	-
Total Current Liabilities		75,708.74	45,420.35
Total Liabilities		75,708.74	45,420.35
Net Assets		698,987.33	693,041.30
Equity			
Retained Earnings		531,002.25	533,472.12
Reserves			
Branches		102,985.08	84,569.18
Conference		10,000.00	10,000.00
Ethics		50,000.00	50,000.00
School Guidance		5,000.00	15,000.00
Total Reserves		167,985.08	159,569.18
Total Equity		698,987.33	693,041.30

Statement of Changes in Equity

New Zealand Association of Counsellors For the year ended 31 March 2020

	2020	2019
Members' Funds		
Opening Balance	533,472.12	505,770.83
Current Year Earnings	5,946.03	17,176.94
Transfers To/From Reserves	(8,415.90)	10,524.35
Total Members' Funds	531,002.25	533,472.12
Reserves		
Opening Balance	159,569.18	170,093.53
Conference	-	(8,176.63)
Branches	18,415.90	3,652.28
School Guidance	(10,000.00)	(6,000.00)
Total Reserves	167,985.08	159,569.18

Depreciation Schedule

New Zealand Association of Counsellors For the year ended 31 March 2020

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE	PRIVATE USE AMOUNT
Asset Purchases							
Computer (Ethics)	1,502.61	217.00	-	-	86.80	130.20	-
Computer (Membership)	2,086.09	421.00	-	-	168.40	252.60	-
Filing Cabinet	903.20	-	903.20	-	150.53	752.67	-
Leased Canon Printer (National)	10,835.00	507.00	-	-	253.50	253.50	-
Leased iMac	1,694.78	220.00	-	-	88.00	132.00	-
Leased Phone System	4,352.00	1,377.00	-	-	344.25	1,032.75	-
MoneyWorks v7	1,674.00	337.00	-	-	134.80	202.20	-
Office Chair	752.30	-	752.30	-	250.77	501.53	-
Office Chairs (National)	1,117.85	885.00	-	-	354.00	531.00	-
Total Asset Purchases	24,917.83	3,964.00	1,655.50	-	1,831.05	3,788.45	-
Total	24,917.83	3,964.00	1,655.50	-	1,831.05	3,788.45	-

Notes to the Financial Statements

New Zealand Association of Counsellors For the year ended 31 March 2020

1. Reporting Entity

NZ Association of Counsellors is an incorporated society established by a trust deed dated 24/06/1977. NZ Association of Counsellors is engaged in the business of National Counsellor Representation .

This special purpose financial report was authorised for issue in accordance by the committee dated 16 December 2019.

2. Statement of Accounting Policies

These Special Purpose financial statements are for the the Reporting Entity.

Basis of Preparation

These financial statements have been prepared in accordance with the Special Purpose Framework for use by For-Profit Entities (SPFR for FPEs) published by Chartered Accountants Australia and New Zealand.

The financial statements have been prepared for Inland Revenue, Banks and Trustees.

Historical Cost

These financial statements have been prepared on a historical cost basis, except for certain assets which have been revalued as identified in specific accounting policies below. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, excluding goods and services tax rebates and discounts, to the extent it is probable that the economic benefits will flow to the entity and revenue can be reliably measured.

Sales of services are recognised in the period by reference to the stage of completion of the transaction at the end of the reporting period.

Lease income is recognised on a straight line basis over the life of the lease.

Interest received is recognised as interest accrues, gross of refundable tax credits received.

Dividends received are recognised on receipt, net of non-refundable tax credits.

Government grants are recognised as revenue on receipt where no performance conditions have been specified on receipt of the grant.

Inventories

Inventories are stated at the lower of cost, determined on a first-in-first-out basis, and net realisable value.

The cost of work in progress and finished goods includes the cost of direct materials, direct labour and a proportion of the manufacturing overhead, based on the normal capacity of the facilities, expended in putting the inventories in their present location and condition.

Property, Plant and Equipment and Investment Property

Property, plant and equipment and investment property are stated at historical cost less any accumulated depreciation and impairment losses. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

Where a valuation is available, Properties will include the most recent valuation.

Income Tax

The reporting entity does not account for Income Tax. Income Tax has not been included.

Goods and Services Tax

All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.