



Psychotherapy & Counselling
Federation of Australia

2020 Annual General Meeting of The Psychotherapy & Counselling Federation of Australia

NOTICE OF MEETING

Date & Time: Saturday 3rd October 2020, 2pm to 4pm

Venue: Via Zoom web conference

QUORUM

A quorum for the transaction of the business of a General Meeting, in accordance with the PACFA Constitution, is:

- 14.2.1 At least fifty (50) Individual Members who are Eligible Members other than Member Association (MA) Members, personally present (including by electronic participation) or by proxy; and
- 14.2.2 At least one (1) MA Member from each of at least half of the Member Associations, which MA Members are Eligible Members, personally present (including by electronic participation) or by proxy.

ELIGIBILITY TO ATTEND THE ANNUAL GENERAL MEETING

Only "Eligible Members" may participate and vote in the AGM. Eligible Members are members with voting rights (as outlined in the PACFA Constitution) by virtue of being:

- (a) an Individual Member of PACFA who meets the PACFA Training Standards or equivalent;
- (b) a Member Association Member who meets the PACFA Training Standards or equivalent; or
- (c) a Board Member

BUSINESS OF THE MEETING

1. To confirm the minutes of the previous Annual General Meeting.
2. To receive and consider a report on the activities of PACFA for the year ending 30 June 2020.
3. To receive and consider the Board presentation of the Audited Statement of Accounts for the year ending 30 June 2020 and the Auditor's Report in relation to the Association's financial statements.

Psychotherapy & Counselling Federation of Australia Inc

290 Park Street, Fitzroy North VIC 3068 T. 03 9486 3077 F. 03 9486 3933 E. admin@pacfa.org.au www.pacfa.org.au

4. To appoint Auditors for the ensuing year for the Association.
5. To consider a Special Resolution to amend the PACFA Constitution, the details of which are attached.
6. To consider any motion of which at least twenty-one days written notice has been given to the Secretary by a Member Association or a Division or Sub-division of the Association.
7. To consider any motion raised without prior notice to the Secretary (only if time permits).

PROXIES

Each Eligible Member may appoint a proxy by sending the Appointment of Proxy Form to the Secretary prior to the AGM. To appoint a proxy, please complete the attached Proxy Form.

Under the Constitution, the final deadline to appoint proxies is 24 hours before the AGM. To assist with planning, please return Proxy Forms to admin@pacfa.org.au by **Friday 25 September 2020**.

RSVP

Eligible Members are required to RSVP to the PACFA Office for planning purposes.

To RSVP, please complete the RSVP Form and return to PACFA at admin@pacfa.org.au by **Friday 25 September 2020**.

Electronic participants will be sent the meeting link once the RSVP Form has been received and meeting numbers finalised.



Nigel Polak

PACFA Secretary

PACFA Annual General Meeting 3 October 2020

Special Resolutions

Special Resolution 1 – Changes to the PACFA Constitution

To implement the new Aboriginal & Torres Strait Islander Representative position on the Board, two new definitions are to be added to clause 2.1:

2. DEFINITIONS AND INTERPRETATION

Clause 2.1 Definitions

“Aboriginal and Torres Strait Islander” means a person who identifies as being of Aboriginal or Torres Strait Islander background

“CATSIHP” means the College of Aboriginal and Torres Strait Islander Healing Practices

The definition of Eligible Member is to be amended to ensure that members applying via all membership pathways, including Aboriginal & Torres Islanders, can be full voting members of PACFA

“Eligible Member” means a natural person eligible to one vote each on the Member Congress by virtue of being:

- (a) an Individual Member of PACFA who meets the PACFA Training Standards or whose training is **deemed** equivalent to the PACFA Training Standards;
- (b) MA Member who meets the PACFA Training Standards or whose training is **deemed** equivalent to the PACFA Training Standards and who is entitled to vote by virtue of being a member of a Member Association;

Motion 1: That the proposed changes to clause 2.1 are approved

Special Resolution 2 – Changes to the PACFA Constitution

To clarify PACFA’s intention to advance the profession of Aboriginal and Torres Strait Islander Healing Practices, in addition to advancing counselling and psychotherapy, the Objects of PACFA are to be amended as follows:

3. OBJECTS

3.3 Without limiting the generality of the above, the Objects include the following:

- 3.3.1 to promote the development of research into the efficacy **and effectiveness** of counselling, ~~and~~ psychotherapy **and Aboriginal and Torres Strait Islander Healing Practices**, skills development, theory and knowledge building and promote these in the community as widely as possible;

- 3.3.2 to formulate, monitor, and review standards of ethical behaviour for the public good in the practice of psychotherapy ~~and~~ counselling [and Aboriginal and Torres Strait Islander Healing Practices](#);
- 3.3.3 to formulate, monitor, and review standards of training and education leading to recognition as a professional Psychotherapist, ~~or~~ Counsellor [or Aboriginal and Torres Strait Islander Healing Practitioner](#);
- 3.3.6 to coordinate the provision of relevant information on qualified practitioners to the community and to government agencies through a national register of psychotherapists, ~~and~~ counsellors [and Aboriginal and Torres Strait Islander Healing Practitioners](#);

Motion 2: That the proposed changes to clauses 3.3.1, 3.3.2, 3.3.3 and 3.3.6 are approved

Special Resolution 3 – Changes to the PACFA Constitution

To ensure that members who join under the new Membership Pathways are entitled to vote on the Member Congress and to ensure they are eligible to join the Board, Clauses 5.4 and 5.5 are to be amended as follows:

5. MEMBERSHIP

- 5.4 Individual Members who meet the PACFA Training Standards [or whose training is deemed equivalent to the PACFA Training Standards](#), will be Eligible Members with the right to one vote each at the Member Congress.
- 5.5 MA Members who meet the PACFA Training Standards [or whose training is deemed equivalent to the PACFA Training Standards](#), will be Eligible Members with the right to vote at the Member Congress as representatives of a Member Association; such eligibility is based on their membership of a Member Association and will automatically cease upon that individual ceasing to be a member of a Member Association or upon that Member Association ceasing to be a Member Association. Each MA Member may participate in the Member Congress as an individual and is entitled to one vote by notifying the Association of the MA member's voting entitlement using the form in Appendix 2.

Motion 3: That the proposed changes to clauses 5.4 and 5.5 are approved

Special Resolution 4 – Changes to the PACFA Constitution

To create the new Aboriginal & Torres Strait Islander Representative position on the Board, and to enable inclusion of Aboriginal & Torres Strait Islanders within PACFA Committees, a number of changes are proposed.

Clause 21.2 is to be amended with the addition of sub-clause 21.2.11, with subsequent sub-clauses to be re-numbered accordingly:

21. ASSOCIATION STRUCTURE

- 21.2 Subject to clause 21.4 the Board will consist of the following members:
 - [21.2.11 One Aboriginal or Torres Strait Islander Representative](#);

Clause 23.1 is to be amended with the addition of a sub-clause 23.1.5 and amendments to clauses 23.2.2, 23.3.2, 23.4.2 and 23.5.2 as follows:

23. APPOINTMENT TO THE BOARD

23.1 Clause 23 applies to the following Board positions which are appointed Board positions:

[23.1.5 Aboriginal and Torres Strait Islander Representative;](#)

23.2 Professional Standards Committee Chair

23.2.2 The Professional Standards Committee Chair will be an Individual Member or a Member of a PACFA Member Association with expertise in professional standards for counsellors, ~~and~~ psychotherapists [and Aboriginal and Torres Strait Islander Healing Practitioners.](#)

23.3 Research Committee Chair

23.3.2 The Research Committee Chair shall be an Individual Member or a Member of a PACFA Member Association with expertise in counselling, ~~and~~ psychotherapy [and Aboriginal and Torres Strait Islander Healing](#) research.

23.4 Education Program Accreditation Committee Chair

23.4.2 The Education Program Accreditation Committee Chair shall be an Individual Member or a Member of a PACFA Member Association with expertise in training and education for counsellors, ~~and~~ psychotherapists [and Aboriginal and Torres Strait Islander Healing Practitioners;](#)

23.5 Ethics Committee Chair

23.5.2 The Ethics Committee Chair shall be an Individual Member or a Member of a PACFA Member Association with expertise in ethical standards for counsellors, ~~and~~ psychotherapists [and Aboriginal and Torres Strait Islander Healing Practitioners.](#)

A new clause 23.6 is to be added:

[23.6 Aboriginal or Torres Strait Islander Representative](#)

[23.6.1 The Aboriginal or Torres Strait Islander Representative, who is automatically appointed to the Board, is the person who is validly elected as the Convenor of the College of Aboriginal and Torres Strait Islander Healing Practices.](#)

[23.6.2 The Aboriginal or Torres Strait Islander Representative must be a person of Aboriginal or Torres Strait Islander background.](#)

Clause 24.2.2 is to be amended as follows:

24. BOARD ELECTIONS

24.2 The following eligibility requirements will apply:

24.2.2 To nominate for the positions of Treasurer, Vice-President or Secretary, nominees must be qualified psychotherapists ~~or~~ counsellors [or Aboriginal](#)

[and Torres Strait Islander Healing Practitioners](#) with full membership of PACFA or the equivalent membership of a PACFA Member Association, eligible for PACFA clinical registration, and of good standing within the counselling, ~~and~~ psychotherapy [and Aboriginal and Torres Strait Islander Healing](#) profession.

Motion 4: That the proposed changes to clauses 21.2.11, 23.1.5, 23.2.2, 23.3.2, 23.4.2, 23.5.2, 23.6 and 24.2.2 are approved

Special Resolution 5 – Changes to the PACFA Constitution

To strengthen the independence of the Board and improve the separation between governance and executive functions, deletion of 21.2.11 to discontinue the CEO as a member of the Board.

21. ASSOCIATION STRUCTURE

21.2 Subject to clause 21.4 the Board will consist of the following members:

~~21.2.11— the PACFA CEO (ex-officio), being the person appointed by the Board from time to time as the chief executive officer of the Association for such tenure and on terms as approved by the Board;~~

Motion 5: That the proposed change to clauses 21.2.11 is approved