

**ACC BOARD MEETING  
Tuesday April 22<sup>nd</sup> 2015**



At Queens Road Baptist Church, Coventry.

Present: Tony Ruddle, Peter Barraclough, David Depledge, Sue Monckton Rickett, Dave Thomson and Amanda Georgiou.

In Attendance: Phil Weare

Apologies: Board members: David Crabb, Chris Williams.  
Executive: Ruth Nelson and Teresa Onions.

DT opened meeting in prayer and during this time the Board celebrated and thanked God for the successful outcome of its application to hold an Accredited Register with the Professional Standards Authority. It recognised with appreciation those who had contributed to this success, by tireless dedication to bringing this to completion. Amanda Georgiou especially along with Tony Ruddle and the able support of others.

**Minutes of previous meeting:** The minutes were approved.

**Conflicts of Interest:** PB declared a potential conflict of interest in that he is a trustee and also has a relationship with AG through Rainbow Counselling.

**Registry Advisory Panel:** No report was received from RAP because their next meeting takes place in May. TR to ask RAP which areas of risk they wish to look at the next meeting.

**Risk matrix:** A review of the risk matrix and register relating to the PSA commenced and will include learning outcomes from any complaints received.

SMR suggested a short article in accord about risks and personal behaviour. DD suggested a Professional practice page with snippets about what is good practice. Short list of topics to be produced. AG suggested a summary to members. TR to write article and circulate to other Board members for comment before publication. Accord copy deadline 21st May. For consideration: a CPD course on risk to travel around the regions. This could take the format of a forum.

**Pastoral Care:** Report received from TO.

Events management: we recognise the issue in putting on courses such as DQR etc. and continue to search for a methodology that will work for providing admin support. Several models were considered and Board members were asked to make approaches to people they know. Option discussed of having someone to work on a project basis.

Board requested for figures calculated for the number of hours per week that time is designated/ or needs designating to PCUK. TO to develop a clear business plan – to sit on working group: SMR now and DC (after his return in September).

**Counselling:** AG explained the learning points from the PSA.

- Distinction needs to be made between Find a Counsellor and the Register. A description is needed along the lines of: "This is a list of counsellors who have chosen to be on this list. We need to clearly indicate on this list to explain where members are registered." TR to produce this wording and discuss with AG and PW.
- PSA logo: only to be made available to registrants.
- A sanctions policy – to be written by TR with advice from RAP..
- Complaints against ACC to be undertaken by a third body, perhaps another member of ACEVO. TR to investigate.
- DS needs to be issued with a new contract as Registrar. In course of preparation by SMR and TR. Contract effective from date of Register going public i.e. 8th April.
- Decision: that counselling practitioner route is kept during the transition phase.

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A discussion concerning any complaints received took place.

A discussion of TDG activities took place.

A discussion about of Network Reps retiring concluded with how appreciation was made and agreed.

**Operations:** Discussion about DBS checks for counsellors who work with children and vulnerable adults. A good understanding is needed of new DBS system so we can decide whether counsellors working in private practice can apply for a DBS check.

Policies: Attendance Management Policy added. TR will provide list to FS and ask her if there are any missing policies or updates.

**Finance:** Budget presented for 2015. Target for 2017 is for the Conference to be fully booked. Accounts for 2014 have been independently inspected. Auditors require a written report in order to sign off the report.

Automatic membership reminders will be issued by the database from May 1st.

On budget, apart from membership renewals, which are being addressed.

As part of a review, from a due diligence point of view, a financial trigger point was agreed by the Board at which point SMR would arrange an emergency board meeting.

**Executive Chair:** Support for HQ team requested.

Issues around learning outcomes from complaints and concerns raised were discussed. TR to write a Professional Practice Article for Accord magazine.

AGM set to take place on Wednesday 24th June. Board meeting to start at 9:30am to discuss any decisions that need to be taken. Lunch 1pm. AGM to start at 2pm.

Board membership

David Depledge to make research and make contact with a named individual who is a potential candidate for the board.

Same sex and Reparative Therapy

A member's letter was received and discussion held about reassuring ACC counsellors that it was still appropriate to assist clients in the area of sexuality distress and how to best support our members.

Accord to publish a concise version of another letter received and accompanied by a Q&A's.

Conference 2017

Planning meeting to take place: AG, TR, DD, and ID to be invited to join them.

Date of next meeting: 24 June 2015 in Central London.