

# ACC Board Meeting Thursday 10<sup>th</sup> April 2025

Venue: Zoom

(Meeting commenced 09.30)

	Title
	<p><b>Opening:</b> PR shared a reflection on the thought that “God holds us in the palm of His hand’ and Psalm 23.</p> <p><b>In attendance:</b> Sue Monckton-Rickett, Chair (SMR); Chris Williams, Deputy Chair (CW); Peter Roberts (PR); Tony Ruddle (TR); Gathoni Hamilton-Foster (GHF); Christine Pinder (CP) [left at 1230]; Kate Pozzo (KP); Sean Charlesworth (SC); Wein Fung (WF) [joined us at 10.35 am and left at 1245].</p> <p>Kathy Spooner, CEO (KS)</p> <p><b>Apologies:</b> Leroy Harley (LH).</p>
1.	<p><b>Minutes of the 25<sup>th</sup> February 2025</b></p> <p>SMR proposed a minor amendment on section 1 at the line starting ‘Online Banking’. Under Finance report it should be ‘actual’. The minutes were then approved.</p> <p><b>Matters Arising &amp; Reviewed actions:</b></p> <p>With a member of staff leaving there will need to be a new bank mandate.</p> <p>SMR still to explain some information about EDI categories to Ethic Tapestry. The visit to LST is still to be arranged.</p> <p>The Big Give workshop was attended but at this point no application being submitted though it may be considered for next year.</p> <p>PR responded to TR’s question on the rising costs of staff utilities who all work at home. Staff will be made aware of tax allowances for working from home.</p> <p>The money we agreed has been sent to Uganda and receipt was confirmed and also received further information on projects.</p> <p>SMR had responded as we agreed to the Northern Ireland consultation.</p> <p><b>AOB:</b> None</p>
2.	<p><b>Standing items</b></p> <p><b>Conflict of Interest:</b> - None</p> <p><b>RAP/PSA</b> – included in KS reporting.</p> <p><b>Diversity &amp; Inclusion:</b> CW reported on a meeting of Anti-Oppressive Practice Coalition.</p> <p>The PCPB has a subgroup on which SMR sits looking at good practice in counselling in helping those around the issues of areas of gender and sexuality. From this a clinical group is being created to build a framework for specific areas of practice. A protocol has been written for the clinical group and each PCBP body has been invited to provide representatives. The group will start looking at working with young people and gender issues, developing an agreed framework for good practice to be adopted by all PCPB bodies. KS asked if there will be any expert group to review it, which SMR said that there was an intention to do so.</p> <p>SMR reported that we have 15 people wishing to join a group for ACC Disability and Neurodiversity Group.</p> <p>KS said that ACC has a statement on the website stating that we are working on an EDI strategy. It was agreed that this would be discussed at May board meeting.</p> <p><b>Legal / Governance updates</b> – None at present. KS said that there may be a bill being introduced concerning duty to disclose abuse, the position and implications for counsellors would need to be considered, if they are not exempted.</p>

3.	<p><b>Chair Report</b></p> <p><b>Complaints Update</b> was presented in a written report.</p> <p><b>Memorandum and Articles of Association</b> – Changes were submitted to the Charity Commission who responded we would hear by 30<sup>th</sup> March, but no reply has been received.</p> <p><b>EAP Update</b> – no further contact from the counselling body, who had enquired.</p> <p><b>Board Recruitment</b> – 3 members are due to stand down and can be re-elected. All Board members were asked to think of others who might be invited to be part of our Board. Area to consider are HR, Coaching, Mentoring and/or Spiritual Direction. TR suggested we write to training organisations inviting them to consider a student or tutor to join the board. SMR will draft a request for the next newsletter.</p> <p>RAP – Some clarification to the wording of the RAP structure document was reviewed and agreed.</p>
4.	<p><b>CEO REPORT</b></p> <p>See written report.</p> <p><b>Coaching and Mentoring Guidelines</b></p> <p>The Board worked through ACC 's decision making methodology in relation to Coaching and Mentoring membership. The process guided by some pre-meeting work that had been carried out at the Managers Meeting.</p> <p><b>Mission and Values.</b></p> <p>The board agreed the section with the following additions:</p> <ul style="list-style-type: none"> <li>• “The new charitable purposes and articles must be approved before the new membership is officially launched at the moment having a coaching / mentoring membership is not part of them. Launch can only be after approval from the Charity Commission and members, which should be at the AGM.”</li> </ul> <p><b>PSA and Governance of the Register</b></p> <p>The board agreed the section with the following additions:</p> <ul style="list-style-type: none"> <li>• Ensure clear information on the website about the different memberships and standards.</li> <li>• The PSA may want some assurance that growing and supporting a new membership will not diminish our management of the register.</li> </ul> <p><b>Governance and other Regulation:</b></p> <p><b>A Regulation</b></p> <p>The Board approved this section with no additions.</p> <p><b>B Finance:</b></p> <p>The Board approved this section with the following addition:</p> <ul style="list-style-type: none"> <li>• Monitoring risk: To be able to consider the viability of the new membership should it not grow as we hoped.</li> </ul> <p><b>C Charity and Company Law</b></p> <p>The Board approved this section with the following addition:</p> <ul style="list-style-type: none"> <li>• As part of the changes to Articles that will enable the new membership, Companies House and also Scottish Charity Commission will need to be informed.</li> <li>• To have C&amp;M representation on the Board.</li> </ul> <p><b>D Employment, Equalities, and Health and Safety</b></p> <p>The Board approved this section with no additions.</p> <p><b>Existing Members</b></p>

## **A Counsellors**

The Board approved this section with the following additions:

Under Mitigating Actions:

- New articles of association (in progress) **with provision for counselling members to retain control.**
- Maintain forums and training events specifically for counsellors.
- New Head of Professional Standards and Registrar (recruitment in progress) to enhance the services specifically provided for counselling members.

Under Benefits

- Dual membership. Work on fee for joint membership
- Belong to more robust organisation on a firmer financial footing.
- Increase awareness of ACC and hence awareness of the services of members should increase.
- Assisting Christian community and the public to understand the difference between various professions.
- Shared knowledge and understanding across the professions.

## **B Pastoral Care:**

The Board approved this section with the following addition:

Risk

- PC members feel that ACC reduced time for/interest in/commitment to counselling or 'spread too thin'.

Mitigating Factors

- PC member service level maintained (responsive to queries etc.,)
- Accord articles relevant to PC remains.
- Newsletter/regular emails adapted as now for the different membership types.
- On-going development of PC training courses
- Quarterly PC training events

## **C Communities of Practice:**

The Board approved this section with no additions.

However, WF raised the issue of young people's mentoring (both professional or informal) and whether this was to be included as a service by the new members and if so what specific criteria, requirements need to be considered. It was agreed to discuss with our coaching and mentoring advisors.

## **People, Systems, Consultants**

The Board approved this section with the following additions:

### **Board**

SMR clarified that a Board member can be co-opted at any point. If before AGM in July, the person would need to stand for election at AGM. Until new articles are approved, we have no upper limit on board member numbers, but in the articles the limit is 15.

The board approved that we co-opt someone to the board for the development of Coaching and Mentoring.

### **Admin team**

- Admin resource is going to be needed for implementation and on-going support – need to consider carefully how we resource this.

- Currently no in-house expertise, so need to build up a knowledge bank or have a go to person on an ad hoc basis for profession related queries.
- Further down the line there will be the administration of practice reviews for tier 2 members. Needs to be discussed with Coaches and Mentors working on membership criteria.

### **Comms and Training**

- Resource is going to be needed for implementation and on-going support - need to consider carefully how we resource this, given already understaffed.
- Accord - need to consider current editors' time.
- \*IT Suppliers - how much external resource will we need to build new website and database?

### **General public + people interested in ACC.**

The Board approved this section with the following additions:

- The new membership may result in greater use of the website.

### **Professional World**

The Board approved this section with the following additions:

#### **Risk**

- Our current relations and involvement with other professional bodies is impacted due to needing to allocate more resource to the development and management of C&M membership.

### **Christianity and Church**

The Board approved this section with the following additions:

- May be able to connect denominations to see if information could be shared.

**The Board agreed that there has been a good analysis of the new membership and based on this exercise approved the continued development and implementation.**

The development will continue to be review with updates being provided to the Board.

### **Updated SCoPEd B Accreditation**

Thanks were expressed to Dr Janet Penny for her review and proposals of simplification and an easier to use accreditation process. TR asked will the website require updating to manage these changes for applicants. KS said this is being checked.

**The Board agreed this proposal including the minor changes to some wordings are made.**

### **NHS Staying Safe Guidelines**

These have now been published. PCPB supported the new guidelines rather than endorsing for various reasons. KS proposed that ACC publicly does the same. The ACC board agreed this, and that the following statement would be published on Friday April 11<sup>th</sup>:

"The Board of ACC are happy to support this guidance because of its moral and ethical concern for the value and sanctity of life and the agency of hope. In doing so they fully accept that it is also important for counsellors and psychotherapists to be free to explore with their clients, as appropriate, the context of suicidal thoughts and behaviours and to acknowledge the associated despair and hopelessness. The Board believe that that the framework and resources provided by 'staying safe' complement good counselling and psychotherapy practice."

TR raised a related issue regarding the Assisted Suicide Bill currently passing through stages in Parliament. BACP have concerns and are doing some work to provide guidance to counsellors

### **Staff and Restructure**

Update provided.

### **PCPB Update**

KS reported on the following areas of PCPB work:

	<ul style="list-style-type: none"> <li>• A new policy group is considering the development of a Parliamentary Commission for Counselling and Psychotherapy.</li> <li>• Right Touch Regulation</li> <li>• Data collection</li> <li>• Working with overseas clients</li> <li>• Core counselling training including online rather than just or predominantly face-to-face.</li> <li>• Considering a process to reach Chartered status</li> </ul> <p><b>PSA Update</b> – included in report.</p> <p><b>RAP Update</b> – all documents are now up to date and published on website.</p> <p><b>Training SCoPEd B</b></p> <p>KS proposed that we retain the current consultant to design the B to C and A to C accreditations. The proposal to the Board was for an agreement principle and then for an estimate of costs and time to be provided. KS and PR to discuss further.</p> <p>Other areas to consider for the consultant to work on</p> <ul style="list-style-type: none"> <li>• Review and finalise the draft for complaints policy and process documents.</li> <li>• Review and update the Ethics and Practice</li> </ul> <p>The Board approved this work subject to discussions and approval by PR as to what is affordable.</p> <p><b>HCPC Registered Members</b></p> <p>It was agreed that we will look at this issue a later date.</p> <p>SMR commented that it is encouraging that all our membership groups are currently increasing and that we have recruited potential new trainers for the Pastoral Care courses.</p> <p>PR commented how good the last Accord layout and presentation plus the article and contributors. The new editor is making a significant difference.</p>
5.	<p><b>Finance Report</b></p> <p>PR reported on the Annual accounts as submitted to Stewardship at end of February and should be presented to the Board for approval at the meeting in May. He highlighted the details that would be included for payments to Board members and related parties.</p> <p>PR presented the February Management Accounts</p> <p>SMR commented that some of the work on Coaching and Mentoring membership should be allocated to the Joseph Rank fund.</p> <p>PR said that we have received a grant from the Jerusalem Trust for developing Pastoral Care work</p>
6.	<p><b>AOB</b></p> <p>KS reported on a new company formed to provide therapeutic support to the people of Myanmar after the earthquake and the request for help from ACC. ACC could provide its guidelines previously produced and that if counsellors or trainers are needed this could be shared with members. However, it was agreed that more information was needed before ACC could respond appropriately.</p> <p><b>Next meeting: 8<sup>th</sup> May 2025</b></p>

Approved



Chair of ACC

8<sup>th</sup> May 2025