

ACC Board Meeting Friday 12th December 2024

Venue: Zoom

(Meeting commenced 13.30)

	Title
	<p>Opening: SMR spoke led the opening reflection based on of Simeon's prophecy in.</p> <p>In attendance: Sue Monckton-Rickett, Chair (SMR); Chris Williams, Deputy Chair (CW); Tony Ruddle (TR); Peter Roberts (PR); Leroy Harley (LH); Kate Pozzo (KP); Gathoni Hamilton-Foster (GHF); Kathy Spooner, CEO (KS); Wein Fung (WF); Christine Pinder (CP).</p> <p>Apologies: Sean Charlesworth (SC).</p>
1.	<p>Minutes of the 11th November</p> <p>The minutes were approved.</p> <p>Matters Arising & Reviewed actions: Accord will be published soon.</p> <p>AOB: Fellowships from the last Agenda. Accord publishers. ARC. Update from Uganda.</p>
2.	<p>Standing items</p> <p>Conflict of Interest: - The Board recognises that although they are all members of ACC in relation to fee increases to be consider the 2025 budget</p> <p>RAP/PSA – included in KS reporting.</p> <p>Diversity & Inclusion – No planned meeting for MOU. There is a consultation on banning conversion therapy in Northern Ireland - closing date 20 March 2025. The ACC team will look at this and if response is required will consult with the Board in January / February.</p> <p>CW attended a meeting in November of the EDI Coalition. A statement of purpose is to be worked out on how to proceed now that the Diversity toolkit has been published. New leaders of the group have been appointed for the next meeting. The feeling is that the work of the coalition needs to be better publicised and perhaps work now needs to move to look at other aspects of diversity.</p> <p>The next meeting is on the same day as our Board meeting in January.</p>
3.	<p>Chair Report – for full details see written report. SMR reported no new legal governance to report.</p> <p>Complaints Update: Nothing new. A potential complaint against ACC as an organisation from someone who applied for accreditation but was not successful, even after independent review.</p> <p>EAP Schemes: No further communication with a counselling body. The meeting with a Christian organisation seemed positive and they were supplied with key draft documents. We are waiting for them to respond after consulting their trustees.</p> <p>Memorandum and Articles of Association – A summary of actions is in the report and the 3 key points the independent reviewer has made. SMR to meet with him early in 2025 to finalise the draft that will then need to be approved by the Board.</p> <p>Joseph Rank Trust Application: A report of action in relation to an application was included. In a meeting held with SMR and a representative of the trust, ACC were complimented on the quality of our application. It will go to their trustees on January 30th. SMR called for prayer, as if the grant is successful, it would enable the plans to develop and open new memberships.</p> <p>Liz Neve joined the meeting to report on the fundraising work that she has been doing. 15 applications have been made, mostly smaller grants, which would not only increase our funds, but also help with having match funding in place to apply to other trusts. She gave an update on the progress of these applications.</p> <p>Many Trust funds are now looking for pledges or matched funding with stricter requirements. TR suggested that a message be sent out to members explaining this and seeking funds or knowledge of people or organisations that might give small amounts to create capital account to support matched funding.</p> <p>TR proposed a thanks to Liz for her significant efforts in doing this for ACC. The Board agreed.</p>

	GHF asked if English churches have social responsibility funds that could be approached. SMR replied that is unknown. KS responded that if there is time it may be worth pursuing this idea.
4.	<p>FINANCE REPORT</p> <p>November Management Accounts & Cashflow were provided by PR.</p> <p>PR presented 3 different scenarios for Budget 2025 and all were discussed and one scenario including increases to fees and salaries for all staff was approved by the Board.</p> <p>The fees increase needs to be ready for 31st December to start on website January 1st 2025 and staff will all be informed of the salary increases.</p>
5.	<p>CEO REPORT</p> <p>KS presented the papers for the new accreditation application process for routes 1 and 2</p> <p>The changes from those approved in June were discussed including the KS responded the inclusion of a VIVA rather than just a supervisor report. The justification from this is to emphasise fairness and avoid the power dynamic in the supervisor / counsellor relationship. There would still be a supervisor's report, but the viva would provide an additional means by which to assess PCPB competencies. Depending on which route was being followed a case study may be required. Those conducting the viva would most likely drawn from our current panel of assessors.</p> <p>All assessors will be required to do the video EDI training, that is currently being developed for them and members of complaint panels.</p> <p>Currently ACC is the only organisation looking to adopt this methodology for access to PCPB Column "B" and "C". All of the PCPB partners are aware of it, but there will need to be discussions across all of the partners about the acceptance of different methodologies not just ACC..</p> <p>In addition to any approval given by the Board, RAP and an external reviewer will be also looking at the process proposed.</p> <p>The Board approved the documents.</p> <p>The board approved being signatory to the UKCP campaign on updating NICE anxiety guidelines.</p> <p>PSA Renewal Conditions Update – The Board approved the actions as detailed in the 2024 Proposals Plan for meeting the PSA Conditions from the Full Review.</p> <p>The responses to the conditions will be submitted to the PSA by 6th January</p> <p>The board thanked KS for the work on the blog of benefits to meet condition 4.</p> <p>Key events:</p> <p>The Board discussed staff changes and how the work of the Head of Membership Services would be covered in the interim period.</p> <p>The Board discussed that ACC had failed to carry out practice reviews for 5% of members in 2024. KS said that she would report this to the PSA.</p> <p>KS proposed with reasons why to reduce the level of practice reviews from 5% to 3% from 2025 The Board considered if this would create any additional risk to the public or profession and given that other bodies audit less than 5% and that ACC practice reviews are much more extensive, the Board did not believe this would create any additional risk. The Board approved the change, which will need to be communicated to the PSA.</p> <p>The Board made plans for cover needed for the Chair, who would be out of the country for a month from the start of March.</p> <p>SMR asked for all of the Board to be willing to assist KS and the staff team, as appropriate.</p> <p>The rest of the report was received.</p>
6.	<p>AOB: Fellowships – all Fellows and Honorary Fellows that were proposed in November had been informed and accepted.</p> <p>Accord publisher have had changes with a staff member leaving to set up his own company and taking our account with him with the agreement of the owners.</p>

GHF reported on the Uganda projects and that they are working on what they hope to do in 2025. SMR asked that there is clarification as to which of the projects will involve pastoral care training, as this is the aspect of the work that ACC can support under its' charitable objects.

KS will supply the Accredited Registers Collaborative minutes to the Board as she was unable to attend the last meeting. She also reported that the PSA have developed a new website.

LH will supply the dates when Ethnic Tapestry members will be able to attend Board meetings.

KS will arrange for Board meeting calendar of dates to be distributed

Next meeting: 23rd January 2025

Approved

A handwritten signature in blue ink, appearing to be 'J. M. R. A.', is written over a faint, light blue rectangular stamp.

Chair of ACC

23 January 2025