

# ACC Board Meeting Thursday 14<sup>th</sup> October 2025

Venue: Zoom

(Meeting commenced 1.30 pm)

	Title
	<p><b>Opening:</b> SMR led devotions based on Matthew 25:35-36 and Isaiah 58:1-8. SMR then led in prayer.</p> <p><b>In attendance:</b> Sue Monckton-Rickett, Chair (SMR); Chris Williams, Deputy Chair (CW); Tony Ruddle (TR); Lyn Smailes (LS); Peter Roberts (PR); Kathy Spooner, CEO (KS)</p> <p><b>Apologies:</b> Leroy Harley (LH); Sean Charlesworth (SC); Christine Pinder (CP); Kate Pozzo (KP); Jenny Fytche (JF); Gathoni Hamilton-Foster (GHF).</p> <p>SMR reported that she had met with LH, who had requested sabbatical leave from the Board until January 2026, when he will be able to assess the position.</p> <p><b>The Board agreed to this.</b></p>
1.	<p><b>Approval of Minutes of 9<sup>th</sup> September 2025</b></p> <p>The minutes were then approved with one word change to 'Statutory Regulation regarding the PCPB looking into different aspects.</p> <p><b>Matters Arising:</b></p> <p>Transformwork has not yet been informed about the level of association</p> <p>The PSA have received feedback regarding an organisational application.</p> <p>Regarding pastoral care courses costs. The collaborative nature of our approach has increased the hours spent developing the courses and so the costs. It has been agreed that the process will be changed.</p> <p><b>AOB</b> none raised.</p>
2.	<p><b>Standing items</b></p> <p><b>Conflict of Interest:</b> - None declared.</p> <p><b>RAP</b> – New members are now all in place. It is intended to look at the PSA Risk Register in December. In the last meeting they reviewed the revised Articles of Association and agreed that they were fit for purpose. RAP have suggested embedding the Churchill Framework into the practice review as this would also educate the Supervisors (who are not ACC members) about its existence and therefore be able to work with supervisees with regard to the Framework. Counsellors will be encouraged to share the Framework personally with their supervisors.</p> <p><b>PSA:</b> KS reported on the outcome of PSA Standards Evidence Review, highlighting each section for understanding. She highlighted the following aspects:</p> <ul style="list-style-type: none"> <li>• Care of practitioners and upholding standards particularly during the complaints process appear in tension and require special care in implementation.</li> <li>• For Collaboration, Equality and Diversity and Inclusion requirements ACC are aided by belonging to PCPB. We are increasing our data gathering with regard to EDI.</li> <li>• Governance approach is sufficiently open and transparent.</li> <li>• A challenge created by the 'overlap and misalignment across multiple regulators' was noted.</li> <li>• The difficulties in gathering evidence with regard to public benefit of the service, given that as a register holder, we have no direct contact with 'clients'/'patients'.</li> <li>• The need to prevent duplication and burden in quality assurance with regard to training and education is an on-going issue being discussed within the PCPB.</li> <li>• Encouraging register members to have personal development plans. It was felt that it may be good to provide a template for members to use and provide training for supervisors in working with</li> </ul>

	<p>personal development plans with supervisees and training for counsellors on how to use their supervision well. Perhaps Supervisor peer support group might aid this.</p> <ul style="list-style-type: none"> <li>• Fitness to Practice (FtP). In the new complaints process thresholds for the levels of process / investigation are made clear. We offer support to guide people through the process and currently we offer independent support to anyone going through the disciplinary process. Panel members and investigators will also go through EDI training.</li> </ul> <p>KS highlighted to the Board the requirements for additional evidence.</p> <p>KS will conduct an impact assessment on the whole of the PSA Standards review and provide this to the Board.</p> <p>It was also discussed as to whether the PCPB could work together on some issues.</p> <p>Our next PSA full review is due in April 2027, which will be carried out against the reviewed standards and evidence. ACC will need to work out implementations to meet the standards.</p> <p><b>PCPB</b> – Discussion held about how the multiple education and training courses available will be assessed to ensure that they meet SCoPED competencies.</p> <p><b>Diversity &amp; Inclusion:</b> There is a meeting of the Anti-Oppressive Practice group this week, but no ACC representative will be able to attend. The Ethnic Tapestry - Sharon MacLean, is taking over as co-ordinator in LH's absence. The next meeting will be on 16 January 2026. The ET group continue to support each other outside of meetings.</p> <p><b>Legal / Governance updates</b> – Nothing to report.</p>
3.	<p><b>Chair Report</b></p> <p><b>Complaints Update</b> was presented by SMR and received</p> <p><b>Update on the Articles of Association</b> was noted after the EGM approved them. They are now being passed back to the Charity Commission for final approval.</p>
4.	<p><b>Finance report</b></p> <p><b>Management Accounts and Cashflow September 2025</b> were received and reviewed.</p> <p>The arrangements and finances for the National Conference in October 2026 are being worked on</p>
5.	<p><b>CEO Report</b></p> <p><b>SCoPED A to C / Senior Accreditation Approval:</b> The Board had previously received and read the documents and those present approved them. SMR raised a question about</p> <ul style="list-style-type: none"> <li>• a possible inconsistency concerning the number of hours required post registration and what purpose this requirement fulfilled. It was suggested that it may be better to be combination of hours / time period.</li> <li>• Whether the word count is it a fixed number / maximum or would it be better to set a range.</li> </ul> <p>Both questions will be referred back to the consultant who developed the processes.</p> <p><b>The Board provisionally approved the documents, subject to other board members who were not present reviewing the documents and if they have any questions or points to submit them to KS.</b></p> <p><b>Coaching Complaint Process Approval:</b> The document was shared and reviewed and some minor amendments suggested. TR asked that although not a Register matter that RAP had been informed about the development of Coaching and Mentoring membership. SMR reported that RAP had been kept updated and they had reviewed the decision-making assessment that had been completed by the Board to ensure that it would not affect the ACC register status and activity.</p> <p>TR and CW suggested that we should record the risks and issues that have occurred in the development of coaching / mentoring membership to aid in reviewing learning points arising.</p>

	<p>The Board approved the Coaching Complaint Process subject to the document being referred for review by JF and her not identifying any major issue.</p> <p>Coaching and Mentoring Updated for information only.</p> <p>Times Article was noted and the subsequent actions reported.</p> <p>Free speech, discrimination, hate speech and hate crime – PSA have issued a statement. The Board proposed that a reference to the press release be made to members and that it will be added to our future update of Terms and Conditions. Members will be made aware of this via newsletter e-mail.</p> <p>PSA Risk Register deferred to November.</p> <p>Membership Services Report was received.</p> <p>Communication and Training Report was received.</p> <p>Professional Standards and Registrars Report was received.</p> <p>Accredited Registers expanding into counselling roles</p> <p>PCPB Commission Launch 16<sup>th</sup> October was noted.</p> <p>Project Progress was provided by KS.</p>
6.	<p>AOB</p> <p>Date of next meeting: Thursday 13<sup>th</sup> November 2025</p>

Approved



Chair of ACC

13 November 2025