

ACC Board Meeting Friday 11th September 2021

Venue: Zoom

(Meeting commenced 1.30pm)

	Title
	<p>Opening Reflection led by Phil Martin Welcome & Apologies In attendance: Sue Monckton-Rickett Chair (SMR); Chris Williams Deputy Chair (CW); Tony Ruddle (TR); Phil Martin (PM); Fiona Sherburn (FS); Kathy Spooner (KS); Wien Fung (WF); Peter Roberts (PB). Apologies: Gathoni Hamilton-Foster (GHF); Peter Barraclough (PB); Fiona Sherburn (FS).</p>
1.	<p>Minutes of the 19th July 2021 Correction: One small correction to Item 7 Minutes were then approved.</p> <p>Matters Arising: KS reported that the PSA have just published a paper showing their interest in the demographic of the client base rather than membership. They have utilised the characteristics of the Equality Act. Having previously discussed our need to understand the demographics of our membership, we will try to incorporate both in one questionnaire. The survey will be at a point in time and then new members / members renewing will be asked to complete their details going forward. Time frame to be decided for the one off period. Discussion followed and ideas explored.</p> <p>No update on Ethnic Tapestry Logo. Terms and conditions of membership have now been drafted – The Board gave approval for them to be circulated.</p>
2.	<p>Standing items</p> <p>a) Conflict of Interest: None – no new ones. b) Diversity & Inclusion – A press release from the Diversity and Inclusion Group is due to be released concerning training of counsellor and in association with other bodies work is being carried out In relation to providing a tool kit around these issues for training organisation. An invitation to Scottish Parliament review of Conversion Therapy was not taken up. We still await the UK government consultation to be held. SMR was interviewed on Radio 4 Sunday programme in relation to conversion therapy.</p>
3.	<p>Update to Project / Task List Both a briefing on priorities and a work plan excel sheet were provided.</p> <ol style="list-style-type: none"> 1. KS reported on the ScoPEd project. This has progressed well and the benefits of building relationships with other CEO's has proved fruitful in terms of growing mutual respect and understanding. The new framework is set to be published in November and then there will be phase 2 of the project, which will look at titles, impact assessment, and gateways. 2. Ethics and Practice updating has been delayed due to other work demands. 3. HMS is working well and has already made a significant difference to the quality of direct and indirect service to members and identified a number of issues that need work on improving our service. 4. Open Forums and affordable CPD are proving to be beneficial and increasing membership. Challenge now is to find the time to plan for the 2022 National Conference. 5. NHS counselling service continues to be provided and funding will continue until March 2022. We have also been approached by a representative of the Police looking to offer a similar service. We expect more contact in September. This is an opportunity, which we will need to carefully consider.

	<p>6. Building a sustainable support network for PC-UK members. Key decision for Board is to continue to support this initiative as one that will eventually bring benefits to the organisation as well as to those it serves.</p> <p>7. Progressing the introduction of new membership categories. Looking for grants that may be coming available soon. PR will also be meeting those interested in enabling ACC fundraising. It was agreed that an email from the Board should be sent to the Management Team showing our appreciation for their work under the pressures and heavy workload at this time.</p>
1.	<p>Review of Board Actions and Risk Register All actions that were overdue and those with HIGH Risk and due for completion by 31 December 2021 were reviewed and it was agreed that PM and SMR would update the Register in a separate meeting to reflect the review by the Board</p> <p>One specific risk that will be looked at as a priority is cover for accounts function.</p>
2.	<p>PCUK Project The Board members had been supplied with a video presentation of the scheme and the various materials that have been developed. The Board agreed to these proposals:</p> <ul style="list-style-type: none"> • the on-going roll-out of the project into 2022, with reviews of participation levels and feedback on a quarterly basis • work to be carried out in relation to grant applications • to ensure stability of suitable resource, the Board approve the retention of Teresa Onions until 30 June 2022. FS to advise on the employment contract. TO will continue to focus on the roll-out of this project, but may be able to develop other PCUK work.
3.	<p>Board Meetings & Board Recruitment Feedback on Board Meetings The Good Government Assessment outcome was presented. It was agreed that to have some assessment aided by an external individual of how we operate together coupled with training would be beneficial. PR to ask his contact at Colley Raine & Associates of the possibility of providing someone to do this.</p> <p>Planning for 2022 It was agreed to continue to have monthly half day Board meetings, but with some face-to-face meetings. Conduct a poll of members' potential availability for days in the week and decided upon dates for 2022. SMR will work with Board members on dates and locations.</p> <p>Board Recruitment The gaps and areas of need were discussed and it was suggested that legal, and marketing on the Board would be help with information and guidance rather than having to buy that service in. SMR reminded us that board members are involved with all aspects and not just specialities. Another area is ethical with the additional Christian point of view. Various points were made but the collective responsibility of these areas was highlighted. Pastoral care does need a specific presence so that PCUK is represented as an essential role. WF to consider if he might take on PCUK Board responsibility. SMR will contact GHF and her marketing experience. It was agreed that no Board recruitment would take place at this time</p>
4.	<p>AOB: The Board discussed continuing Online events provision based on the survey results The Board agreed that free access would be provided until 31 December 2021. On-line Events would be informed of this and asked if any deal could be given to ACC members in 2022. Members to be notified of the ceasing of access and also to be asked to de-register if they are not using the facility.</p>

A handwritten signature in blue ink, appearing to read 'Sue Monckton-Rickett'. The signature is fluid and cursive, with a large, stylized 'A' at the end.

Sue Monckton-Rickett

11 October 2021