

ACC Board Meeting Wednesday 15th April 2020

Venue: Skype

(Meeting commenced at 7.00 pm)

	Title
	The meeting opened with a SMR leading a reflection
	<p>Welcome and apologies</p> <p>In attendance: Sue Monckton-Rickett Chair (SMR); Tony Ruddle (TR); Chris Williams Deputy Chair (CW); Peter Barraclough (PB); Peter Roberts (PR); Phil Martin (PM); Wien Fung (WF); Marlene Forsythe Gidharry (MFG); Kathy Spooner (KS); Helen Vipan (HP);</p> <p>Apologies: Fiona Sherburn (FS).</p>
1.	<p>Minutes of the previous meeting 26th March 2020 and matters arising not covered on the agenda version on SharePoint.</p> <p>The minutes were approved after an amendment was agreed with minor amendments</p> <p>Matters arising:</p> <p>None</p> <p>AOB PB had submitted a paper for discussion if time and also offered to give the Board a session on the basics of informed trauma.</p>
2.	<p>Standing items</p> <p>a) Conflict of Interest: MFG declared she is an ACC Regional Trainer. A correction was made for PR at Crossline.</p> <p>b) & c) RAP and PSA Renewal: dealt with later</p> <p>d) Risk register: To look at Corona Virus 19 items only & included below.</p> <p>d) Diversity & Inclusion</p> <p>CW reported on a meeting held on the previous day of the Counselling Diversity group. ACC was well represented by Board, Exec and a member. How to increase BAME and males in the counselling profession was a main topic. It was noted that BACP had been involved in discussions with the NHS on this issue. KS suggests that a survey of BAME counsellors and students to look at barriers to training. She would be supported by one of our members to do this. SMR believes it is important to do this so that we can ascertain the relevant barriers to have evidence to present, rather than assumptions.</p>
3.	<p>Corona Virus Risks and Responses</p> <p>a) Membership & Finance</p> <p>At the last meeting we considered what effect this might have on membership and an update of membership statistics was presented with no growth but also no loss. The lack of speaking engagements may mean that we are not gaining members and also may be the reason student numbers have dropped slightly. This may poses a risk going forward. There has also been an increase in the number of non-Christians on ACC Training Affiliate courses, who cannot be expected to join ACC as students.</p> <p>We have had positive feedback on how we are supporting counsellors.</p> <p>PM raised how can we support our members advertising their services? TR suggested that we put a clear announcement in the website top banner stating that counsellors are still working and can be found on the website.</p> <p>PR reported on current account has reduced but this included the £10,000 payment to the PSA. He reported our finances are stable.</p>

b) Staff & Cover for all Processes especially Finance and Registrar

Generally managing well with occasional internet issues.

PR reported that he was in conversation concerning potential risks re financial data and was assured that files, data and other financial documents could be retrieved in different ways. He is working on documentation of financial procedures need to be written and tested.

c) PSA Renewal

KS reported on the extension of PSA for our renewal had been for just after Easter. The renewal was submitted just before Easter and we are now in the waiting for their report and requests.

d) Crisis Counselling Report

SMR referred to the last Board meeting when we had asked ourselves how we might contribute in this area. We were then contacted by an NHS Trust and this confirmed our thoughts. Elaine Bennett volunteered to coordinate this work. We put out a call for volunteers and received enquiries from around 300.

KS added that a service description had been designed for working with organisations as well as people making self-referrals. Information will come in and be managed by the coordinator who will assign clients to cases managers (3 currently all in place who will look after the care of counsellors and clients). Counsellors will be provided with a standard contract for this service (some minor adaptations allowed), but they will work as though in private practice and under their own ethics and practice. Some training is likely to be given.

Alongside this a team of volunteers has written a briefing paper and training materials drawing from experience in helping those with Ebola crisis and others. A library of help materials has been compiled. ACC have also been provided with a video by John Swinton and others on grief that will be made available on the website to all members.

PM asked about supervision – most of the counsellors have their own supervisors that they will continue to use, but there was also a pool of ACC members who have volunteered to provide temporary supervision and KS will check with them whether they would be prepared to provide it for this service.

Potential funding sources will be explored. .

SMR asked how do we publicise and also inform the PSA. TR suggested get ready to launch, have a press release ready and issue that to PSA so that they are aware. PR suggested a small trial before a full launch.

We are also developing a feedback survey for clients to complete at the end of their counselling.

KS had approached 24-7 Prayer to ask if they would develop prayer for this work, but it had not worked out. There are others who have offered to pray and KS is writing a weekly prayer update, which it was agreed would be shared with the board.

e) 2021 Conference

After discussion about potential new dates, it was concluded that it is most likely that people are still going to be reluctant to book for conferences before the end of the year and the level of uncertainty about how the Coronavirus may develop a risk that we may not get a sufficient level of bookings for July 2021. It was decided that we would cancel the booking for July 2021 and investigate possible dates for early 2022. We would also look at providing on-line training in 2020 and 2021 and when the position is more clear about public gatherings we could look at one day training in 2020 – 2021.

RPCC on-Line

This is proposed by Peter Coggan-Lennox as being put online in May as a pilot to see how it

	works using Zoom and potentially then making this available to all trainers. Agreed that it goes into action as a trial. It will be cheaper than face to face and could make it more widely available and accessible.
4.	AOB None
5.	Dates for 2020 Board Meetings Next meeting is 13th May by Skype Meeting closed at 20.56

Approved



13 May 2020

Sue Monckton-Rickett