

**Minutes of Societies Council Meeting
Wednesday 14th November 2018
At the Societies' Offices, Worthing via Skype**

In Attendance

Vicky Parkinson (CEO Societies)
Kate Mahoney (Head of Professional Standards)
Karen Finneran (Societies Administration Manager)
Samantha Hurdley (Societies Public Protection Officer)
Steve Roche (Lay Council Member)
Ros Wright (Lay Council Member)

Apologies

Dr Chris Forester (Chair of Societies)
Freya Bottomley (Societies Deputy CEO)
Rob Kidd (Lay Council Member)
Wayne Bateman (Lay Council Member)

The meeting was opened, and all were welcomed to the meeting. Thanks were given to all for attending.

It was confirmed by all that there were no declarations of interest.

The minutes of the last Council Meeting on the 31st of July 2018 were agreed by the Council. There were no changes to make to the minutes, and no questions or comments from the Council.

Report to Council from CEO

Since the last meeting the Society has undergone its annual site visit which took place in October by our Independent Assessor Dr Phil Rees. As you may remember Dr Phil Rees also attended the last council meeting, he has reported verbally to say he is happy with how the council meetings are conducted and progressing. The full report and outcome of the visit should be available for the next Council meeting.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

As earlier mentioned, the CRM project is now underway. The scoping document has all been agreed and we are now in the development stage. We are hoping it will be live at the end of the first quarter of 2019 once testing begins in the New Year. This system will replace the current CRM system and will ensure all everyday tasks remain the same but with several current manual procedures being automated including the payments and weekly print runs. The introduction of this feature alone will have a financial benefit to the Society both in time and money as we will not be paying out for paper, printing and postage.

[REDACTED]

All face to face CPD events for 2018 will finish the first weekend of December. Sales for this year's courses have been a mixed bag with some areas like Norwich exceeding class sizes and some like Birmingham getting little interest. The 2019 calendar is currently in the planning stage. I have been looking at members course requests and the tutor's offerings, so we can give the best variety of courses across the UK. Next year we will be including many more courses from tutors that offer us spaces on their courses with no outlay to the Society, this will give us a bigger selection to the members and will increase sales.

A key factor for the 2019 CPD calendar is costs. The focus has been on venue prices and reviewing previous class numbers and moving some venues out of the city including locations such as Birmingham to Coventry or Solihull and Reading where things like parking is just so expensive as many venues do not have onsite parking moving to Bracknell or Wokingham. I'm hoping the 2019 calendar will be available in December, this will be issued to the membership so that members can start to book and get the dates in their diaries. The standard 6 week and 2-week invitation emails will remain to be sent out as usual.

[REDACTED]

[REDACTED]

The Council expressed their thoughts that the stay in touch email was a great idea and gave the Society a face and name for new members to engage with.

The Council asked if there were any change in fees to upgrade, the Administration Manager confirmed there was no additional cost for a student to upgrade to a registrant/accredited membership.

There were no further questions for the Administration Manager.

Report to Council from Deputy CEO

The CEO advised that the Deputy CEO had again been busy since the last meeting attending meetings including Co Chairing a meeting with Place2Be. The Society and the organisation will be embarking on a coalition project to improve the numbers of make counsellors in the profession.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Deputy CEO has been busy with 12 new organisational members since July, including [REDACTED] [REDACTED] They have been very much in the media with the Times and Guardian featuring them and are used generally in larger organisations.

We continue to attract new Hypnotherapy training providers and the Deputy CEO is in discussion with a potential training provided in Devon.

The Professional Development & Supervision Committee have met since the last Council meeting all members were present.

The Society's online presence continues to grow with both Facebook and LinkedIn connections numbers growing each month, which is engaging and positive.

[REDACTED]

[REDACTED]

There were no further questions on the Deputy CEO report.

[REDACTED]

At the last meeting we discussed the project ScopEd. The industry had been informed we would have sight of this document in November but at this moment in time the ScopEd document has yet to be released, hopefully we will see it any day now. This will detail the core competencies for BACP, UKCP and BPC. Once we have seen the document our intentions are to ask our members whether they wish for us to adopt the same or not. We believe this may be linking to the future threat of regulation and the 'big 3' being prepared to say they are the only way forward. Our feelings are that this discussion around regulation is not going to go away. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Council had no further questions for the CEO.

Report to Council from Administration Manager

The Admin team has had a change of personnel since the last Council meeting. Tonia has now left the business and has been replaced by Ali who has had a handover period of two weeks and is working well. She will be a valued member of the team, her background has been in working for Thames Water and for the Benefit fraud department within the Department of Social Security, so she has a solid foundation for following process and keeping up great as well as attention to detail.

Report to Council from Public Protection Officer (PPO)

The PPO advised that further information about particular cases can be found in the full report sent to the Council, however an overview will be provided at the meeting today.

The PPO advised she currently has 5 cases in progress on a range of issues including supervision, behaviours, sexual and boundaries, and is also tracking 1 complaint with the BACP.

This year the members have been very open in informing us if they have any complaint with an alternative Accredited Registers. Although as part of my role I review all other Accredited Registers complaints listings I have not found any that haven't already been previously disclosed to the Society which is very encouraging.

As mentioned earlier by the CEO the Society had its annual complaints audit in October, whilst here the auditor was verbally complimentary of the Complaints procedure workings which was very encouraging.

The PPO advised that she had been summoned to Coroners Inquest which was a first for the Society. The PPO was supported at the inquest by the Society barrister, the NCS member had also been summonsed and was there unrepresented. The Coroner's report outcome found that the NCS had provided clear, supportive ethical framework, guidance and information to its Registrants. The registrant had been marked as Not in Practise in June so there was no further action to be taken.

The Council had no questions for the PPO.

Report to Council from the Head of Professional Standards

Since the previous Council Meeting, the NCS has 3 new training providers [REDACTED]

Once again it has been a busy quarter for enquiries and applications for training providers with a further 8 in the pipeline with visits scheduled for the next couple of months and earlier in 2019. 2018 has seen more verification and course content applications than in previous years with the focus on diversity and due diligence. The Society has also completed thirteen annual renewals for existing training providers since August 2018, which is incredibly encouraging. The renewal process has seen no major hurdles with good work with the Administration team to have annual invoices issued before time, so payments are on time as we see more and more training providers are not able to process standing orders.

[REDACTED]

We continue to speak to training providers who have expressed an interest on becoming a member and will continue over the next few months to converse and support them from the beginning of their journey and develop that relationship.

The Society now has two new Overseas providers which is promising. The overseas courses are only quality checked as we felt the word approved would suggest they are accredited in the UK and they are not. All overseas training providers and overseas members will not added to the Accredited Register but they will have a separate directory on the website. We also have ongoing enquiries from Nigeria and Kenya.

We have recently attended the MOU2 meetings in London. The committee continues to drive the movement to eradicate conversion therapy in the UK. The draft minutes are in the main report and if you have any questions on them please let us know.

The Professional Standards Committee meeting was held on 31st October 2018. The minutes are pending a copy can be sent to you should you request them, please let us know.

As I have mentioned the number of training providers and organisational members increases and so is the workload, so I am pleased to say we are looking to recruit a new member to the team to support both myself and the Deputy CEO. We are hosting interviews in December with the view of most people have a four weeks' notice period so that they would be joining the team on 7th January 2019.

A.O.B.

A request from the Council for the Society to look at alternatives for Skype due to the poor connectivity, some suggestions include Zoom, Google Hang out and Lync.

The CEO will send through potential dates for the next Council Meeting, likely to take place in March.