Minutes of Societies Council Meeting Tuesday 28th of March 2017 At the Societies' Offices, Worthing via Skype

In Attendance

Freya Bottomley (Deputy CE Societies)
Megan Nunn (Societies Administration Manager)
Amber Williams (Societies Marketing Manager)
Gerry Willmore (Societies Head of Professional Standards)
Rob Kidd (Lay Council Member)
Ros Wright (Lay Council Member)
Steve Roche (Lay Council Member)

Apologies

Dr Chris Forester (Chair of Societies)
Vicky Parkinson (CEO Societies)
Samantha Hurdley (Public Protection Officer)
Wayne Bateman (Lay Council Member)

The meeting was opened, and all were welcomed to the meeting.

Introductions were made to Amber Williams, who has joined the Society since the last Council Meeting.

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

The minutes of the last Council Meeting on the 13th of December 2016 were agreed by the Council.

Report to Council from Administration Manager

The administration team has seen a period of stability since the last Council Meeting, which has been very positive for productivity and team morale. There have been no staff changes since the last Council meeting, and at the time of writing there are not due to be any changes unless/until the administrator currently on Maternity leave returns to work.

We now have 51 CPD events in the calendar for this year – an increase from the 44 reported in December. There
is the potential for more to be included within the calendar

The Council had no questions for the Administration Manager.

Report to Council from Deputy CE
The Societies have been represented at many events since our last Council Meeting
Report to Council from Public Protection Officer (PPO)
We have recently recruited a new PPO as the previous Officer left earlier this year. The PPO was not in
attendance, so the Deputy CE gave the report covering the key cases since the last council meeting.
There are two cases that will go to Independent Panel: one in April 2017, and another in June 2017. A HS registrant remains suspended pending a court case, which relates to a serious offence and is linked to their
profession
profession
There have been a number of queries by telephone and email over the last few months, and have two further
cases in process which may translate into formal complaints. Full details of the issues raised are recorded on the
Complaints Database.
An Complaints update is sent to the administration team every Monday to ensure that all of the staff are aware of
any issues and ensure that any relevant correspondence received is forwarded to the PPO.
In the interests of knowledge sharing, a monthly review of complaint outcomes from other Accredited Registers
takes place and any relevant information is recorded on CRM and communicated to relevant colleagues as
necessary.

The Council has no questions for the Deputy CE in regards to the Public Protection Officer's report.

Report to Council from Head of Professional Standards

Since the last Council the Head of Professional Standards has Chaired a meeting of the Societies' Professional Standards Committee. The Committee had the opportunity to review a range of decisions regarding individual applications to join the Register, applications from training providers, and policy regarding registrant grades. Much valuable feedback was minuted. The Societies' Independent Assessor, Dr Phil Rees, observed the meeting, and subsequently submitted a very positive report which it is hoped will be valuable in supporting our current application to the PSA for accreditation renewal.

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The Head of Professional Standards also attended the latest meeting of the Accredited Registers Collaborative in
London on 10 January. This forum serves to keep the 23 current register holders in touch with developments and
enables the sharing of good practice.
The Head of Professional Standards attended the latest meeting of the Memorandum of Understanding on
Conversion Therapy group. Most of the major talking therapy professional bodies are represented in this group,
and it is important that we are seen to have a voice. The advent of the Trump administration has brought this
issue into sharper focus and the group is liaising with similar bodies in USA. The memorandum has now been
expanded to cover appropriate therapy for transgender clients as well as Lesbian Gay and Bisexual clients.
The Council had no questions for the Head of Professional Standards.
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Panart to Council from Marketing Manager
Report to Council from Marketing Manager
Amber Williams has recently been appointed as Marketing Manager for the Societies.
Marketing materials have been ordered in order to replenish stocks, including leaflets and brochures for both
Societies, postcards for the launch of our new online CPD courses, pens and business cards for the Societies. The
Societies have also purchased a tablet computer to aid us at events when we are explaining our products and
services, as well as a film kit which will be discussed further.

The Council had no questions for the Marketing Manager.
Report to Council from CEO
The CEO was not in attendance, so the Deputy CE gave the report.
The annual Accredited Register renewal has now been submitted and we are awaiting further questions before
our panel in May 2017. The updated risk matrix that was submitted has been provided to the Council, who have
advised that they have read the Risk Matrix and have no questions.



A.O.B.

Nothing was raised as A.O.B.

The next meeting will be arranged for July 2017. Proposed dates will be sent to the Council as soon as possible. It is hoped that Dr Phillip Rees, Independent Assessor, will also be in attendance.