

**Minutes of Societies Council Meeting  
Tuesday 28<sup>th</sup> 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 13<sup>th</sup> 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.

[REDACTED]

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 [REDACTED]

[REDACTED]

The Council had no questions for the Administration Manager.



**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.

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. [REDACTED]

[REDACTED]

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. [REDACTED]

[REDACTED]

The Council had no questions for the Head of Professional Standards.

**Report to Council from Marketing Manager**

Amber Williams has recently been appointed as Marketing Manager for the Societies.

[REDACTED]

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.

[REDACTED]

[REDACTED]

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.

[REDACTED]

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.

[REDACTED]

[REDACTED]

**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.