

ENFIELD COUNSELLING SERVICE

Executive and Advisory Committee 17th June 2009

Minutes

Present: Liz Good (Director), Gandha Vyapoory (Bookkeeper and Finance Administrator), John Goodchild (Training Co-ordinator) Heather Goodman (Trustee, Chair), Eduardo Pitchon (Trustee, Vice-Chair), Julia Watson (Trustee, Treasurer), Rita Deegan (Counsellor Rep.), Sue Dobson (Counsellor Rep.), Mark Leveson (Trainee Counsellor Rep.)

1. Apologies were received from Jane Reed.

2. Minutes of Advisory and Executive Committee 11.3.09. were approved.

3. Financial Report: the most recent accounts were presented by Gandha and are attached

ECS's finances continue to be sound and well managed. In 2008 ECS made a profit of £3000. The reserve of £40,000 has been sustained. Monthly accounts prepared by Gandha are used at management meetings to inform planning. We thank Gandha for all her work.

In order to keep the Committee informed we agreed that the monthly accounts will be forwarded to the Trustees by e-mail, and hard copies be placed in the Rep's folders.

3. Director's Report is attached.

Liz reported that the pace of activity at ECS is very busy. Mariola and Gandha are working 'flat out', and Rosetta's supporting role has become vital.

Applications from potential clients: between 15 and 20 per month.

Trainees are well supplied with clients. There are occasional delays in placement due to the need to give careful consideration to clients need/pathologies.

Postgraduate Course: is proceeding very well. The standard of written work was very high. All participants have passed.

Rita reported that the course has been very stimulating, and has significantly developed and clarified participants understanding of Object Relations, enabling their increased insight into clients' disturbance, and the importance of a good match between counsellor and the client's pathology.

The aim now is to achieve BACP accreditation, and offer an Advanced Diploma.

Liz reported on posts which are vacant and currently being advertised.

Liz has been completing BACP documents to re-accredit ECS. We thank her for undertaking this task which is time consuming. Recent requirements which ECS has to comply with in order to gain accreditation: submit a 'Critical incidents and violent situations' policy; process for client feedback; CORE evaluation.

Training will be provided for counsellors re critical incidents and violent situations.

Mickey Yudkin's CPD seminar was very successful: well attended and well evaluated by participants.

Sue Dobson continues her effective counselling work in a primary school, on behalf of ECS.

The Prison Service have requested further training in basic counselling skills for staff who work with Muslim prisoners. This is a Home Office Project.

4. Training Co-ordinators Report is attached.

John will be leaving the post at the end of July. He will also be available to support the handover to ensure continuity of provision and planning related to training.

John reported that applications for Certificate and Diploma are down at the moment.

He spoke about the precarious balance that has to be made when running the training between having enough clients, retaining training staff and sustaining income.

Trainees need to be supported throughout their training. Mark said that Trainees would like more regular tutor guidance to be available, especially related to written work. There was discussion about how this could be provided, perhaps in the context of taught sessions.

It was acknowledged that thought will now be given to the structuring of different elements of the training provided by ECS.

There will be 6 Diploma Graduates.

We thanked John for the significant contribution he has made to ECS.

John said that he now wishes to concentrate on Supervision work and his patients. He indicated that the Training Co-ordinator's role needs to be well defined, and involves the maintenance of clear boundaries and the task of

containment of anxiety associated with training and assessment.

5. Sue Dobson and Rita Deegan, the Counsellors' Representatives, reported that the counsellors are very content with the growth of the organisation and with the range of clients coming into ECS. This aids their development.

Future Dates:

Advisory and Executive Committee: Wednesday, 4th November 2009 7.30pm -9.00pm

Service Meeting and Graduation: Saturday, 21st November 2009 10.45 – 12noon.

Trustees and Director Meeting: Wednesday July 22nd 7.30