

Minutes

Confidential

Meeting: Appointments Board
Location: Virtual – Zoom
Date: 20 July 2023, 10:00-13:00

PRESENT:

The Chair (Bill Matthews), Jackie Alexander, Joy Julien and Akbar Khan.

IN ATTENDANCE:

Director – Professional Conduct (Joe Johnson), Secretariat Lead – Content (Hannah Clarke) and Secretariat – Officer (Jo Burns).

APOLOGIES:

No apologies were received.

1. MINUTES:

The Board approved the minutes of the meeting held on 20 April 2023.

The Board approved the Actions Log.

2. CONFLICTS OF INTEREST

All members of the Board confirmed that they were not aware of any actual or potential conflicts of interest and/or other duty required to be notified to ACCA.

3. CHAIR'S REPORT

The Board noted an oral update from the Chair on developments since the last meeting, including topics discussed at the last Regulatory Board held in May 2023.

4. PANEL MEMBER PERFORMANCE

The Board noted the panel member performance paper.

5. APPOINTMENTS BOARD WORK PLAN

The Board approved the work plan for the Council year 2022-23.

6. REPORT BY ACCA UNDER THE ACCA CODE OF CONDUCT FOR COMMITTEE MEMBERS, ASSESSORS, REGULATORY ASSESSORS AND LEGAL ADVISERS (CODE OF CONDUCT)

The Board received details of reports by ACCA under the terms of the Code of Conduct.

7. PANEL MEMBER AND ASSESSOR CAPACITY – DATA FOR THE PERIOD 1 JANUARY 2023 – 30 JUNE 2023

The Board noted the paper and considered the update provided.

8. PANEL MEMBER SOURCING

The Board noted the paper provided on Panel Member sourcing.

9. QUALITY ASSURANCE OF APPOINTMENTS BOARD ASSESSMENTS OF PANEL MEMBERS

The Board reviewed and noted the annual quality assurance review of the Appointment Board's observation and/or assessment of Panel Members.

10. PANEL MEMBER FEEDBACK

The Board reviewed and noted the annual synopsis of Panel Member feedback.

11. EQUALITY AND DIVERSITY

The Board noted the paper and the update provided on Equality and Diversity.

12. ACCA'S APPROACH TO ANTI-MONEY LAUNDERING (AML)

The Board noted a presentation from ACCA's AML Team, which has subsequently been uploaded to Diligent for their information.

13. ACCA'S CORPORATE PLAN

The Board noted ACCA's Corporate Plan, which has subsequently been uploaded to Diligent for their information.

14. DATA PROTECTION

The Board noted that ACCA will now send secure links to files for AB's review, rather than password protect files.

15. DATES FOR FUTURE MEETINGS

The Board noted the future meeting date of the Appointments Board:

- 31 October 2023 (in-person meeting).