

Minutes

Confidential

Meeting: Appointments Board

Location: The Cedar Room, ACCA, The Adelphi, 1-11 John Adam Street,
London WC2N 6AU

Date: 07 February 2023, 13:15 pm – 16:00 pm

PRESENT:

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

IN ATTENDANCE:

Director – Professional Conduct (Joe Johnson) and Secretariat - Officer (Jo Burns).

APOLOGIES:

No apologies for absence were received.

1. MINUTES:

The Board approved the minutes of the meeting held on 3 November 2022.

The Board approved the Action 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 in December 2022.

4. COMMITTEE MEMBER PERFORMANCE

The Board noted the committee member performance paper.

5. APPOINTMENTS BOARD WORK PLAN

The Board requested the addition of the effectiveness review to the Work Plan and approved it on that basis for 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 & ASSESSOR CAPACITY – DATA FOR THE PERIOD 1 JANUARY 2022 – 31 DECEMBER 2022

The Board noted the paper and considered the update provided.

8. PANEL MEMBER RECRUITMENT

The Board discussed the the extent to which further Panel Member recruitment is likely to be required during 2023.

9. PANEL MEMBER ENQUIRY

The Board considered an enquiry received from a Panel Member.

10. EFFECTIVENESS REVIEW

The Board discussed the results of the Appointments Board's effectiveness review.

11. EQUALITY AND DIVERSITY

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

12. DATA PROTECTION

The Board noted the new password for protecting sensitive documents.

13. DATES FOR FUTURE MEETINGS

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

- 20 April 2023
- 20 July 2023
- 31 October 2023 (in-person meeting)