

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Friday 5 September, 2014 (7pm)

Medium: Skype

Present: Julian Penton (Chairing), Gail Rhodes, Ivan Tyrrell, Joe Griffin, Ian Thompson, Julie Lawrence, Celia Nicholson, Sue Cheshire (for relevant discussion only), Cathriona Edwards

Apologies: Sue Saunders, Renee Van der Vloodt, Dr Declan Lyons

1. Minutes & Matters arising:

New board members were formally welcomed, including Dr Declan Lyons and Celia Nicholson (lay member).

2. Safeguarding Measures

Chair of the HGI Ethics and Complaints committee attended a Board discussion on refining the communication process between board and committee around complaints procedures. It was agreed that conclusions & actions taken by the Board would be communicated back in a timely way to facilitate full understanding and documentation of procedure conclusion. Julie to clarify final steps taken in recent complaint.

3. Professional Standards Authority Application update

The Board agreed with summary of changes to take place, in line with PSA application, and outlined in the HGI September newsletter. The Board was updated on the progress around the Professional Standards Authority (PSA) application. Further communication with PSA has been positive. A full draft application is currently being written by Julian for informal reading by PSA. It was agreed that Ian Thompson would facilitate the CV and interview process of Peer Supervision Group nominees – potentially with another member of ECC - for both ECC and the HGI Board. Client Feedback Loop and new Ethics Code were welcomed. Discussion took place around potential new chair of ECC, and strategic timing of same. Julian and Ian to talk to existing and potential Chairs about timelines and ensure succession plan in place.

- (iii) Nov 1st agreed as date for re-registration procedure to be in place.
- (iv) Managing suicide risk guidelines were welcomed. They were passed for publication, with request to insert reference to question about whether the individual had a plan in place, as per diploma training.
- (v) Julie agreed to draft terms of reference for finance and audit committee as well as drafting a Risk Register.

- (vi) It was agreed that we would take a proportionate approach to addressing further requirements on how we conduct our business; addressing questions as they arose rather than pre-empting them.

The Board addressed and considered the question of conflicts of interest in relation to partnerships with an insurance company who provided clients. The Board concluded that the relationship with the company has not created any conflicts of interest within the HGI; the company is treated as any other client, and there is no other business between HGI and the insurer. As with any client who enquires, the HGI office will recommend therapists with appropriate experience and geographical location.

Julie to confirm that the administrator of the scheme uses similarly objective criteria in allocating clients to therapists where she is involved.

3. HGI website update

The Board was in agreement that the HGI website be updated, subject to part-funding by the Foundation on a 50:50 basis, to a maximum investment of £12,000 each.

4. Therapist Training Recognition

The Board discussed the request to register a therapist trained by 'Uncommon Knowledge'. The formal requirements and responsibilities around proper training accreditation prevent the HGI Board from acceding to this request made by an individual. However, the Board indicated a willingness to discuss potential HGI recognition of training by other institutions – including Uncommon Knowledge – if formally approached by the institution.

5. The Web Marketing Group Proposal

The proposal was welcomed. It was suggested that neither it nor the updated HGI website be completed in isolation – to ensure that potential synergies are fully explored and maximised and development future-proofed in so far as it is possible. Julian to revert to proposer with Ivan to liaise thereafter.

6. HGI Conference Feedback

Request to reword reference to venue for 2016 conference in September newsletter. Venue is yet to be confirmed.

7. Date of next meeting

Tuesday 18 November, 7:00pm

8. Any Other Business

Linda Singer's resignation from the Board was noted. Linda was thanked for her generous work while serving and particularly for her valuable contribution in drawing up guidelines for online therapy.

HGI is indebted to the work of all on the HGI Board and the Institute membership as a whole, who give their time and expertise without recompense. Two Board members in particular have made an exceptional contribution, unstintingly and unreservedly, to the functioning of the Institute, since its inception. As recognition of that contribution, the Board agreed that a modest ex-gratia payment of €1,000 be awarded to Julian Penton and Ian Thompson as an expression of sincere gratitude for their generous and valuable contribution.