

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Tuesday 18th July 2023, 3pm to 5pm on Zoom

Present: Ivan Tyrrell and Jo Griffin (Co-Chairs), Jane Tyrrell (JT) Malcolm Hanson (MH) and Elizabeth Nihan (EN).

A vote was taken on incorporating a new member to the Board, EN. The vote was unanimous and EN was formally welcomed to the Board, pending the necessary paperwork being approved.

1. Apologies: Monique Nauta (MN)

2. In attendance: Andy Tarrant (AT)(Minutes)

3. Declarations of interest (including between the College, Publishing, Foundation and the Institute):

IT – HGC, HGF and HGP, JT leads the HGC, JG – HGC & HGP

4. Minutes of the last meeting

Minutes for the last meeting approved.

5. Matters arising:

5a) Charitable Donations - the mechanism is in place for donations to be made to the HGF, including the facility for Gift Aid donations. A discussion took place as to how a donation might be made, including making a single payment or a 'session of therapy' donation.

Action - AT to draft an article for the relevant Human Givens publications, publicising the option A/A.

5b) SCoPEd EBES - payment made, one matter outstanding (Note - this individual emailed 19/7/2023).

Clinical Governance

	ITEM	Update	Status/Actions
6a)	RPSC Report - (AT)	<p>The RPSC report was presented.</p> <p>A discussion took place regarding those registrants/trainees based in non-litigious societies and as a result, their inability to obtain insurance.</p> <p>The Board noted the PSA requirement to collect EDI data to comply with the PSA's requirement.</p>	<p>Action - AT to meet with Design and discuss developing an 'on-line'questionnaire to obtain the relevant EDI data.</p>

6b) and c)	Supervision & Peer Group and Clinical Group Update - (MH)	Nothing of note.	Ongoing.
6d)	Integrity Group Update - (IT)	The publication of the new updated version of the Human Givens book continues, with an Advanced Information Sheet (AIS) being sent out. Book continues to be 'artworked'.	Ongoing.
6e)	SCoPED Update - (MH)	The meeting was updated on structural changes to SCoPED.	Ongoing. Action - JT needs to update PSA on proposed SCoPED-related changes to membership.
6f)	HG Journal Update	The selection process for the new editorial team is ongoing.	Ongoing.

6g)	EOC	The 'on-line' training package has been provided to EOC members.	Complete.
6h)	National Institute for Health and Care Excellence (NICE) Guidelines on Self-Harm	<p>The changes have been disseminated to supervisors, with the relevant provisions added to training.</p> <p>Bulletin sent to all Members on 28/7/2023 - 'Changes to NICE guidelines re: suicide and self-harm risk'</p>	Complete.

7. Membership/Promoting HG

7a)	Website - (JT)	<p>Contracts have been reviewed and the company selected has a track record of providing website services to the College. A current review is taking place of existing content to ensure that it is accurate and relevant. The focus of the new website is to make the user journey clearer.</p>	<p>The Board approved ongoing activity and the selection of the chosen provider. It was noted that the work needed to be completed by November 2023.</p> <p>Ongoing.</p>
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7b)	2024 Conference - (JG)	<p>A meeting has taken place and responsibilities assigned - GH is to be the lead on content and JB is to be the 'gatekeeper'/admin.</p> <p>The Board noted the need for any presenter to demonstrate their content's relevance to 'day to day' clinical processes.</p>	<p>Ongoing.</p> <p>Action - JT to liaise with JB about confirming date and venue for conference.</p>
7c)	Membership Categories - (JT)	<p>GH has established routes whereby registrants can move between new membership levels which equate to SCoPEd columns. There will be assessment charges for doing so, but these will be kept to a minimum. The changes will be communicated in the autumn with applications for new accreditation required in February 2024.</p>	<p>Ongoing.</p>

8. Corporate Governance

8a)	Financial Update - (JG)	<p>The meeting was updated on likely total expenditure by December 2023, as well as the estimated budget at the end of the current FY.</p>	<p>Ongoing.</p>
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9. Risk Register

The Risk Register was reviewed and updated by AT - nothing of note.

10. A.O.B.

HGI Insurance - a new provider has been selected.

Dates of Next Meeting

19th September 2023

21st November 2023