

Human Givens Institute

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Monday 20th September 2021 at 1900 -2100 on Zoom

Present: Sue Gray, Carel Beynen, Judith Desbonne, Ivan Tyrrell, Jane Tyrrell, Joe Griffin

Apologies: Chrissy Boyce, Julie Lawrence

In attendance: Monique Nauta, Veronique Tyrrell

Declarations of interest (Including between the College, Foundation and the Institute):

- IT and JG cover all companies
- SG has interest in her role

1. **Minutes of the last meeting** – agreed and signed off.

2. **Matters arising-** Action: 6.3 add EOC recruitment, 7.4 – need to carry forward to next meeting – SG to set up meeting,

3. **Regulation - RSPC & EOC**

	ITEM	OUTCOME	ACTION
6.1	a) RPSC Report b) PSA – update on conditions c) RPSC Chair Recruitment d) Supervisors – lead on board and low attendance at RPSC update e) Update on DBS reported incident – more information requested and sent.	a) Confirmed that when a member who is also a supervisor is refused re-registration, they will need to stop supervising when registration ends b) RPSC have met all conditions and will update website. Once approved by PSA the conditions will be removed c) Got 2 appointed (to approve) and MN approves of them (seen CVs etc) – board approved MN to approve the co-chair herself d) Agreement for RPSC and supervisors to meet – only 3 supervisors came – RPSC Co has sent letter to each supervisor individually saying what is required regarding if a complaint is made against their supervisee A big thank you to Monique for everything she's done	a) MN to ensure that process is clear for supervisees and that they are supported if their supervisor is refused re registration d) RPSC to contact VT to arrange complaints update to supervisors d) Any training session for supervisors to be recorded for those who can't attend live session

6.2	Regulation of Students of HG – the process (carried from July 21 st 2021 meeting)		CBey to discuss with Jane Tyrell Carry forward for next meeting
6.3	EOC recruitment update	5/6 people, thanks to Jane Process - CV, then 2 references, then simple self-employment agreement CB requested more input in recruitment	SG to send names & CVs to board to approve
6.4	Safeguarding a) DBS/PSA – Pilot project	Discussing with PSA alongside other registers about DBS registration.	Board updated

4. Serving the membership

7.1	Peer Supervision Groups (PSG)	Not realistic for JD to attend every Peer group meeting and not required. Memerbs asked to contact her is they would leik her to attend. Recruitment of second HGT director into next Bulletin	Second HGT/ Supervisor / Peer Group Director recruitment – SG Add to Bulletin members to contact JD if would like her to attend their Peer Group - SG
7.2	Members numbers update	Membership is growing slowly with increased Part 2 and 3 being delivered	No update available due to annual leave
7.3	Agree key items for the Bulletin after the board meeting		HGT Recruitment Contact JD re attendance at members groups (only a few can be attended)

5. Clinical: Training, Research and Supervision

8.1	Integrity Group and Research and Update Group	Not had another meeting yet & no material	–
8.2	Curriculum Review Update	Going well – end date June 2022	–
8.3	Conference – Face to Face in May 2022	Denise Winn developing program – may use some sessions from 2020 cancelled conference	Discuss streaming face to face conference to increase income - JT
8.4	Update on HG College activity	All good.	–

6. Promote and disseminate Human Givens

9.1	HGI Promotion: Board vacancy to address?	Not discussed due to lack of time	–
-----	--	-----------------------------------	---

10. Organisational Governance

10.1	Update on the HG Strategic Review	Not finished yet, due to be finished end of this month	IT and JG continue to complete review with Jenny Edwards
------	-----------------------------------	--	--

10.2	Risk Register Any additional risks identified?	Risk of RPSC chair Risk of website infrastructure changing mid 2022	Share risks identified with CBoy to add to Risk Register - SG
10.3	a) Finance Report – Half year update b) Sign off the annual accounts c) Request for a payrise by RPSC CO d) Draft of membership fees increase <i>due Nov 2021 board meeting</i>	a) Based on cash flow than 'real' profit and loss b) Board sign off accounts c) To increase approved by majority vote. CBey want to change description to administrative assistant (remove executive)	Explore more understandable ways to present Finance reports to the board - CBey CBey & JL to review category allocations Report pay increase approval to RPSC Co - MN Budget for next year to Nov board - maybe delayed to Dec
10.4	Executive Chair role post September 30 th 2021 a) Executive chair role b) Executive Admin role	SG to continue as chair Agreement by majority vote to appoint paid admin assistant. Conflict of interest issues discussed – appointment of administrator confirmed. CBey want to change description to administrative assistant (remove executive)	SG amend admin job description & send to board to check Appointment of HGI Administrator to be completed. Potential start date October 25 th . SG
10.5	Update on replacement of Peer Group Director Role	Approved	Advertise in Members Bulletin - SG
10.6	Board Vacancies/Recruitment – initial discussion	No time on the agenda in this meeting	For next meeting
10.7	Note Board meeting dates for 2022	May 16 th will be face to face	Move July 18 th meeting to July 11 th

11. Any other business – There being no other business the meeting was closed at 9:10pm.

12: Time and date of the next meeting – November 15th 2021

Future Board Meeting Dates 2021 and into 2022

Pattern 3rd Monday

January 17th, 2022

March 21st, 2022

May 16th, 2022

July 11th, 2022

September 19th, 2022

November 21st, 2022

LTH, 20th September 2021