

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Monday 8 January 2018 (7pm)

Present: Julian Penton (Chair), Julie Lawrence, Declan Lyons, Ivan Tyrrell, Jane Tyrrell

In attendance: Sue Saunders

Apologies: Celia Nicholson, Ian Thomson

1. Declarations of interest

Ivan Tyrrell and Jane Tyrrell re payment to the College.

2. Minutes & matters arising:

Cease and desist letter to Open College, outstanding. **Action Julie Lawrence**
Marketing consultation – to be considered on next agenda.

3. AGM

To be held by teleconference on Tuesday 27 March 2018 8pm. Practice session on Saturday 24 March 2018 5pm.

Action: Julian Penton (agenda) Jane Tyrrell (logistics)

4. PSA queries

- 1) Follow up of accreditation by insurance – confirm we have decided not to pursue at present
- 2) Use of PSA as evidence of efficacy – confirm this is a poorly drafted minute and will be amended.
- 3) Misuse of HGI logo – confirm PSA logo was not used
- 4) New Board members – see below
- 5) New logo – confirm not yet in use for HGI.

Sue is expecting to submit the reaccreditation paperwork on time.

Action: Sue Saunders

5. Review of risk register

To be updated to reflect the review of training to ensure ethics has a higher profile, to further mitigate against the risk highlighted by a recent complaint.

Action: Sue Saunders

Risk register to be reviewed at awayday.

Action: Julian Penton

6. DoH Consultation

Agreed we would seek to cooperate with National Counselling Society, to potentially endorse their response and invite them to lunch with Ivan Tyrrell.

Action: Sue Saunders

7. Recruitment to Board and Oversight Committee

Julian Penton has received an expression of interest in replacing Celia Nicholson as lay member on the Board. It sounds a promising application and Julian will follow up.

Action: Julian Penton

Declan Lyons suggested sourcing interested candidates from volunteer registers and possibly social media.

Action: Jane Tyrrell

The Board agreed to invite Judith Desbonne to the away session on 27 January, as a candidate for the peer group Board member.

Action: Julian Penton

Professor Stephen Hill has announced his intention to stand down as Chair of the External Oversight Committee later in the year. Agreed to approach the Deputy Chair as a potential replacement.

Action: Julian Penton

Agreed to appoint to Lance Kearon to the Registration and Professional Standards Committee now. Atlanta Wardell-Yerburgh is in principle prepared to join later in the year.

Action: Julie Lawrence and Sue Saunders

The Board needs to consider professionalising the approach to dealing with work such as complaints handling and policy writing etc, and consider proper recompense.

Action: for awayday agenda

8. Finance and Audit Committee – Reimbursement to College

Julian Penton reported that the Finance and Audit Committee agreed a payment of nearly £2,500 to reimburse College time for year to end October 2018. It was noted that going forward this charge was likely to increase.

9. Conference

Ivan Tyrrell has nearly finalised agenda which he will circulate shortly.

Action: Ivan Tyrrell

10. Any other business

a. Purchase of computer equipment

Agreed to purchase of new scanner and screen for £320. In future the Board will delegate small purchases up to £500 for Jane's decision.

Action: Jane Tyrrell

b. Complaint about R&PSC member conduct

Julie Lawrence is handling the matter recently raised together with Lance Kearon as RPSC representative.

Action: Julie Lawrence

11. Date of next meeting

Monday 26 February 2018 7pm.

8 January 2018 (JAL)