

Minutes of Human Givens Institute Board Meeting – MINUTES

Date of Meeting: Tuesday 21st March 2023, 1.30pm to 4.45 pm on Zoom

Present: Jane Tyrrell (JT), Joe Griffin (JG), Malcolm Hanson (MH) and Ivan Tyrrell (IT)

1. Apologies: None

Resignations: The Board noted that Nic Reed, Nicola Carmichael and Clare Waters had stepped down; they were thanked for their contribution and commitment.

2. In attendance: Monique Nauta (MN) for item 6.1 only, 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 still require approval - AT to organise this.

5. Matters arising:

5a) Office Email and Filing System - JT to speak to Arlene to see if there is a more cost effective way to set-up new separate emails for Board members and committees.

5b) AGM/Annual Report - See below

5c) Revised Membership Levels - ongoing, to be presented at the next meeting.

5d) SCoPEd EBEs - draft letter approved and to be sent (Secretary's Note - sent on 22/3/2023)

5e) Board Resignations - see above.

5f) Outstanding Minutes March and May 2022 - to be reviewed by AT.

5g) Action Log - to be maintained and updated by AT.

5h) Overcoming Addiction Seminar - went well with good feedback. Recording of this event and Depression summit to be made available for purchase.

5i) Website - ongoing.

6. Clinical Governance

	ITEM	Update	Status/Actions	
6a)	RPSC Report (MN)	The report was noted and no issues were raised.	Ongoing.	

6b) and c)	Supervision & Peer Group and Clinical Group Update (MH)	Supervisory process is working well, particularly with the introduction of the Senior Supervisors' Group meeting. Supervisors course due to be run.	Ongoing.	
6d)	PSA Re-Accreditation Update (AT)	PSA due to complete the re-accreditation process by May 2023.	Ongoing.	
6e)	SCoPED Update (MH)	MH's first meeting of SOC went well. Next all day meeting in London on 18/3/2023. MH to be Comms Group rep, which meets every 2 weeks.	Ongoing.	
6f)	HG Journal Update (IT)	Meeting on 30/3/2023 to come up with ideas for the next edition. Looking at options on new formats, including online platforms.	Ongoing.	
6g)	Diploma Curriculum Review (JT)	Ongoing.		

7. Membership/Promoting HG

7a)	AGM - All		Date for AGM set for 25/5/2023. AT to arrange. Event will be held on-line.	
7b)	Suffolk Mind ENA - (AT)	Suffolk Mind is leading on organising the event on 26/4/2023. ENAs for completion to be circulated w/c 20/3/2023.	Ongoing.	
7c)	HGI Bulletin - (JT)		JT to liaise with AT on current items for next bulletin.	
7d)	SCoPEd Skype Session - (JT)	Completed.		
7e)	Website - (JT)	A/A		
7f)	2024 Conference - All		Conference Working Group to be approached to see whether it would be willing to work on organising the 2024 event (JT)	
7g)	Membership Numbers - All	The Board noted the latest update.	AT to speak to JL re. the format for presenting the figures.	

8. Corporate Governance

8a)	Finance Committee Report - (JG and IT)	Noted		
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8b)	Pay Rise - (IT)			
8c)	Annual Accounts - (IT)	Approved.		
8d)	HG Constitution - (JG)	Ongoing review by JG.		
8e)	Board Recruitment	Ongoing process.		
8f)	Risk Assessments	Ongoing.	AT to update and manage the process.	

9. Any Other Business (AOB)

9a)	Social Media Groups - (JT)		AT to discuss matter at the next Board meeting, following a review of the work entailed.	
9b)	Registrant Websites - (JT)	The RPSC 'dip samples' registrants' web sites and any queries should be passed to it.	Ongoing.	

Date of Next Meeting: 16th May 2023

Dates of Future Meetings

18th July 2023

19th September 2023

21st November 2023