

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Thursday 23rd November 2023, 3pm to 5pm on Zoom

Present: Ivan Tyrrell (IT) and Joe Griffin (JG) (Co-Chairs), Jane Tyrrell (JT), Malcolm Hanson (MH), Elizabeth Nihan (EN), Jennifer Broadley (JB) and Andy Tarrant (AT), minutes.

1. Apologies: None.

2. In attendance: As Above.

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. Co-opting of new Board Member Jennifer Broadley was unanimously approved as a new member of the Board.

Action - AT to arrange for JB to be included as a new Director. (Note - complete, 25/11/2023)

5. Minutes of the last meeting

Minutes for the last meeting amended as below, and then approved.

Action - LN to review their peer group with a view to identifying promising practice.

6. Matters arising:

- **Board recruitment - matter to be raised at next supervisors meeting - Complete, and included as an agenda item below.**
- **Feasibility of conducting exit interviews - AT will be informed of any exit and will conduct their interview - Complete.**
- **EBEs update - Matter concluded to their satisfaction - Complete.**
- **PTSD Resolution Update - MH, JT and Gemma Chapman have recently met with the new CEO and the Chair of PTSD Resolution (PSDR) and closer working ties have been established, a report of the meeting was shared with the Board. The HGI has agreed to work with PTSDR on another research project along the lines of Project 100, using Pragmatic Tracker.**

	Item	Update	Status/Actions
7a)	Registration and Professional Standards Committee (RPSC) Report - (AT)	<p>The RPSC report was presented.</p> <p>The PSA's final accreditation report was received in October. There are some conditions which need to be met and some recommendations.</p>	<p>Noted.</p> <p>Action – AT to liaise with RPSC on PSA recommendations and conditions regarding policies.</p> <p>Action - JT to liaise with GH regarding College response required for Standard 4, which will be collated by AT.</p>

7b) and c)	Supervision, Peer Group and Clinical Group Update (MH)	<p>The Senior Supervisors Group has met recently, with no major supervision issues identified. It was noted that supervisors have discussed with their supervisees the need for them to be prepared to submit their paperwork for the change in membership categories in February. The requirement that it be a supervisor who chairs a peer group had been discussed.</p> <p>The clinical group has recommended a change to the Supervisors' Policy and the proposal was circulated to Board members for discussion and final approval outside of the meeting, focusing on defining the 'significant period of time'.</p>	<p>Ongoing.</p> <p>Action - Board Members to approve a change to Supervisor's Policy, by email.</p>
7d)	Integrity Group Update - (IT)	The revised and updated seminal Human Givens book is nearly finished and due to go for print.	Ongoing.
7e)	SCoPEd Update - (MH)	SCoPEd requires SPOCs for EDI and membership matters. AT was identified as the EDI lead and the Membership Secretary for any membership queries.	Ongoing.
7f)	Human Givens Journal	The last edition of the Journal will be circulated before the end of December.	Action - JT to confirm to members in the next HGI Bulletin.

	Update - (IT)		
7g)	Board Recruitment (JT and Board)	Board membership was discussed. and two other potential members were identified. JB was formally welcomed to the Board.	Action - AT to contact one potential Board member and MH to speak to another, to ascertain their interest in joining the Board.

8. Membership/Promoting HG

8a)	Website - (JT)	The initial homepage designs have been signed off and the Board viewed the 'mock up' home page and design elements. JT updated on progress of the project.	Ongoing.
8b)	2024 Conference - (JT)	JT reported on progress for next year's Conference. There will be an 'early bird' sign-up opportunity as previously but it was noted that the cost of attendance will rise due to increased costs of running it. It was also noted that this Conference will look very different with a greater focus on CPD and interactivity, with 'break out' sessions etc, as a result of previous feedback. Advertising the event will start shortly. (Note - the upcoming Conference Agenda has been circulated to Board members)	ACTION JT to finalise going through costs and finalise new prices, and to organise promotion of the Conference. Ongoing.

8c)	The Bulletin	JT to discuss with AT items for the next edition.	Action: Bulletin to be sent out soon after the Board Meeting.
-----	---------------------	---	--

9. Corporate Governance

9 a)	Financial Update - (JG)	<p>The financial position was presented.</p> <p>It was noted that the cost of PSA accreditation was increasing year on year.</p> <p>The rationale for setting the cost of the application fee for the new membership categories was noted. It was also discussed how the different membership categories might be visibly differentiated on the website.</p>	<p>Ongoing.</p> <p>ACTION: AT to raise fees with PSA ahead of next accreditation as HGI is a small organisation.</p>
------	--------------------------------	--	---

10. Risk Register

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

11. A.O.B.

- The up-to-date numbers for the ongoing EDI data survey were presented by AT.
- **Action - LN will present her findings from the review of her peer group at the next Board meeting.**

Dates of Next Meetings

16th January 2024

19th March 2024

21st May 2024

16th July 2024

24th September 2024

19th November 2024