

## Minutes of HGI Board Meeting

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**Date of Meeting:** Wednesday 30th March, 2016

**Medium:** Skype

**Present:** Ivan Tyrrell, Julian Penton (chairing), Declan Lyons, Celia Nicholson, Cathriona Edwards, Gail Rhodes, Julie Lawrence

**In Attendance:** Sue Saunders (Registration and Professional Standards Committee); Ian Thomson (Human Givens Foundation).

### 1. Declarations of interest

There were no declarations of interest

### 2. Minutes of last meeting

Approved.

### 3. Matters arising

Applications for a board director from peer supervision groups have been invited. A selection panel, if required, will consist of Celia, Gail, Sue (as RPSC representative) and Julian.

### 3. Resignation of Don Elwick

It was noted that Don Elwick had submitted his resignation from the board. Thanks were expressed for his several useful contributions during his period as a director. It was agreed that he be asked if he may be able to continue to contribute to the work of the HGI as a co-opted member from time to time for project-based work.

### 4. PSA update

The PSA have approved the accreditation of the HGI register - the accreditation panel having found the quality of the application to be of a very high standard.

Grateful thanks for the enormous amount of work put into the application process were extended to Ian Thomson and Sue Saunders who have worked tirelessly on the application over the past 15 months. The contributions of Celia Nicholson and Julie Lawrence to polishing parts of the final application were also gratefully acknowledged - as were the support of the Chalvington staff team and Julian Penton's initial work of attending PSA workshops, feeding back to the HGI and submitting the first draft application.

The next step will involve managing the announcement of the accreditation in tandem with the PSA and communicating the conditions of use of the PSA logo by the HGI and our registered members.

**Action: Cathriona to assist with publicity alongside Jane Tyrrell.**

### 5. Minutes of the HGI Finance and Audit Committee

Celia Nicholson (Chair of the HGI's Finance and Audit Committee) highlighted the following points arising from the meeting held on 3/3/16.

- Membership is holding up despite the substantial increase in fees to ensure ongoing PSA costs are met.
- There remains the need to carefully manage finances to ensure we continue to be financially viable - the previous year's accounts (a non-conference year so with reduced income) will show a small profit. The HGI therefore remains on course to demonstrate financial sustainability. The goal must be to keep in reserves sufficient funds to cover six months of total operating costs.
- The HGI member who offered at the last conference to make an £8K donation to contribute to PSA costs will be approached by Julie.
- The Memorandum and Articles of Association need clarification with respect to the definition of "professional members" and the roles of professional and non-professional members in decision making within the HGI (e.g. at AGMs). Agreed that professional would mean registered member and that only professional members would have a role in decisions about professional matters (e.g. supervision, CPD). All members would be able to contribute to decisions about non-professional matters.  
**Action: Memorandum and Articles of Association to be read by all board members for any further clarifications felt to be necessary.**
- The question of whether all board members should be HGI members - as at least one is not. One way of overcoming this would be to grant honorary membership.  
**Action: Sue to clarify with the PSA whether board members should HGI members.**

## 6. HGI Marketing Plan

Celia thanked board members for comments received on the draft plan. It was suggested that a Marketing sub-group of the board be formed - and that members of the HG College marketing group contribute to ensure collaboration and pooling of resources where possible.

**Action: Cathriona (chair), Celia and Sue to form the Marketing sub-group; Jane Tyrrell and Julia Welstead be approached to contribute; Don Elwick to be approached to join.**

## 7. Review of HGI Risk Register

The board had received copies of the Risk Register for the purpose of the 6 monthly review. Sue reminded board members that the two most recent additions - 2(h) and 2(i), which refer to risks posed to effective therapy by failing to recognise transference/counter-transference (pattern matching in HG terminology), the impact of termination of therapy and the measures available to mitigate both these risks - had been suggested for inclusion by the PSA. No new risks were identified by the board.

## 8. Review of guidelines for HG therapists for managing risk of suicide and harm

The board had received copies of the guidelines for the purpose of a review. Suggestion for additions and refinements were made, including adding contacting the HG supervisor where risk had been identified and a practitioner needed assistance to make a decision about proceeding.

**Action: Ian/Julian to redraft, update on website and alert registrants/trainees to the update.**

## **9. Conference update**

Ivan reported that 63 bookings had been made to date and that he was confident that there would be 120/130 attendees ultimately. Speakers are all confirmed everything booked at Trinity. Specific Dublin/Ireland publicity would attract further interest and press coverage.

**Action: Marketing sub-group develop PR ideas and action.**

## **10. Any other business**

### **(i) Recruitment and selection of board members**

- Recruitment of further board members is necessary - following the resignations of Don Elwick, Joe Griffin and Renee Van der Vloodt. Celia to re-circulate for comment the draft Recruitment and Development Policy she had previously prepared. Celia emphasised the importance of: The induction and development of new board members; providing to new (and existing) board members the key documents on which the work of the board and its governance of the HGI is based; introducing a means of evaluating the performance of board members.
- A recruitment profile included in the policy can be used in the selection of the peer group representative.
- The panel identified in item 3 above can also oversee further board recruitment.

### **(ii) 2016 AGM**

It was agreed that the next AGM would not be held at the Dublin conference but would use the webinar format used successfully for the 2015 AGM.

## **11. Date and time of next meeting**

Tuesday 24th May, 7pm.

Julian Penton

4/4/2016