

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, 9.? JT wanted wording changed
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) People refused re-registration, will need to stop supervising when registration ends b) Approved re-accreditations under conditions – RPSC have met all conditions – ask permission to update website & get rid of conditions and get full accreditation – permission given c) Got 2 appointed (to approve) and MN approves of them (seen CVs etc) – board approved MN to approve the co-chair d) Agreement for RPSC and supervisors to meet – only 3 supervisors came – Andy has sent letter to each supervisor individually saying what we expect of them – VT didn't get, JD got email but not post A big thank you to Monique for everything she's done	a) MN needs to tell all supervisees of person who wasn't re-registered d) MN & Andy contact VT for her to send things out on the google group d) record session for those who can't make it
6.2	Regulation of Students of HG – the process (carried from July 21 st 2021 meeting)		CB to work on when back home. 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.	

4. Serving the membership

7.1	Peer Supervision Groups (PSG)	Not realistic for JD to attend every meeting	Put in next bulletin that she'll come when invited but can't come every time
7.2	Members numbers update	Membership is growing	
7.3	Agree key items for the Bulletin after the board meeting		

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	Some will be materials from depression summit	JT talk to Fiona about streaming it to raise more money
8.4	Update on HG College activity	All good.	

6. Promote and disseminate Human Givens

9.1	HGI Promotion: Board vacancy to address?		
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10. Organisational Governance

10.1	Update on the HG Strategic Review	Not finished yet, due to be finished end of this month	
10.2	Risk Register Any additional risks identified?	Risk of RPSC chair Risk of website infrastructure changing mid 2022	
10.3	a) Finance Report – Half year update b) Sign off the annual accounts c) Request for a payrise by RPSC CO	a) More based on cash flow than real profit and loss – sent first draft to people. Jan is getting more people to pay by standing order. Made use of tax income (?) b) All happy to sign off accounts c) To increase from £14 to £15 approved by majority vote.	Look at managing accounts differently CB talk to JL about what goes in what category

	d) Draft of membership fees increase <i>due Nov 2021 board meeting</i>	Andy needs to give itemised timesheet from 1 st – last day of month & needs to line up with what MN is bringing from RPSC d) Would get backlash if trying to increase fees Budget for next year hopefully Nov, maybe Dec	
10.4	Executive Chair role post September 30 th 2021 a) Executive chair role b) Executive Admin role	SG will carry on as unpaid chair until Dec, in meantime need to appoint admin assistant. Suggestion: Move Andy into that job & hire someone else for Andy's role (or Andy do both for a little bit), on a part-time basis, temporarily (subject to review) CB thinks he can't do both (conflict of interest), and with new RPSC co-chairs, there shouldn't be other changes in the staff CB want to change description to administrative assistant (remove executive) Agreed by vote to appoint Andy to admin role, and to appoint his replacement in the RPSC as quickly as possible	SG refresh admin job description & send to board to check SG put link to Equality and Diversity on website Advertise ASAP to replace Andy in RPSC role
10.5	Update on replacement of Peer Group Director Role		
10.6	Board Vacancies/Recruitment – initial discussion		
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 18th, 2022

September 19th, 2022

November 21st, 2022