

<b>Present:</b>	Jennifer Broadley (JB)	Finance Committee
	Michelle Buckles (MB)	
	Abigail Darling (AD)	Clinical Governance Group
	Joe Griffin (JG)	Co-Chair and Integrity Group
	Ashley Lamb (AL)	Board Support
	Graeme Layzell (GL)	PCPB (formerly SCoPEd) CEO Group Representative
	Elizabeth Nihan (LN)	PSA Oversight
	Ivan Tyrrell (IT)	Co- Chair
	Denise Winn (DW)	Bulletin
<b>In Attendance:</b>	Jane Tyrrell (JT)	Human Givens College
	Andy Tarrant (AT)	RPSC Coordinator and PCPB EDI Representative

Item	Discussion and Decisions
<b>020/25</b>	<b>WELCOME AND APOLOGIES FOR ABSENCE</b> The meeting was opened at 1500. All members were present.
<b>021/25</b>	<b>DECLARATIONS OF INTEREST</b> <ul style="list-style-type: none"> <li>Human Givens Foundation IT</li> <li>Human Givens Publishing IT</li> <li>Human Givens Services JG, IT</li> </ul>
<b>022/25</b>	<b>MINUTES OF THE LAST MEETING</b> <p><b>022.1</b> With a minor amendment to item 016.2, the minutes of the meeting held on Thursday, 20 Mar 25 were approved for website publication.</p> <p><b>022.2</b> The minutes covering the confidential matter of Item 015.8 at the 20 Mar 25 meeting were approved for Board member distribution only.</p>
<b>023/25</b>	<b>MATTERS ARISING / ACTION LIST UPDATE</b> <p><b>023.1 Action List Update</b></p> <ul style="list-style-type: none"> <li>There were no matters arising from the previous minutes.</li> <li>All items held on the previous action log have been completed, transferred to standing agenda items or will be discussed at this meeting.</li> </ul>
<b>024/25</b>	<b>REGISTRATION AND PROFESSIONAL STANDARDS</b> <p><b>024.1 Registration and Professional Standards Committee (RPSC) Report</b> AT provided an update on several key updates and matters related to the RPSC. There was a good response rates to the Equality, Diversity, and Inclusion (EDI) questionnaire and further analysis of the data is planned, with results to be presented at the next PCPB (formerly SCoPEd) EDI meeting. It was noted Professional Standards Authority (PSA) is mainly interested in data from practicing registrants. AT also reported that the PSA Annual Check Form for 2025 has now been submitted.</p> <p><b>024.2 To receive update on HGI Action Plan to meet PSA Standard 9</b> Covered during Item 024.1. Future updates will be provided as required and as part of the RPSC Report.</p> <p><b>024.3 To receive PCPB (formerly SCoPEd) and HGI EDI Update</b> Covered during Item 024.1</p> <p><b>024.4 To approve the Social Media and Website guidelines for registrants</b> Board members approved the Social Media Guideline for registrants.</p> <p><b>024.5 To receive SCoPEd CEO and Comms Update</b> GL provided an update on the PCPB CEO and other related meetings (including the Policy and Strategic Engagement Group, Expert Reference Group on AI and Psychotherapy, and the Ethics Group)</p> <ul style="list-style-type: none"> <li>Meetings had gone fairly quiet, especially after the website launch, which had been a major recent</li> </ul>

	<p>focus. While some ad hoc communication continued, most meetings had slowed down, with the exception of the comms group, which remained more active</p> <ul style="list-style-type: none"> <li>• GL reflected on the challenges of managing the volume of information and involvement, noting the difficulty in determining what was relevant and how best to represent HGI.</li> <li>• GL suggested the need to prioritise which meetings he should attend and mentioned the possibility of delegating some responsibilities or having others join him to share the workload.</li> <li>• GL emphasised the value of being involved in comms and strategic policy work, while expressing concerns about the bureaucratic nature of some external groups and the risk of “overreach” in areas like statutory regulation. He advocated for a more strategic and sustainable approach to HGI’s external representation</li> </ul> <ol style="list-style-type: none"> <li>1) <b>Prioritising External Engagements:</b> GL suggested that not all external meetings need to be attended, and that a selective approach should be taken based on relevance and impact.</li> <li>2) <b>Delegating or Sharing Responsibilities:</b> It was recommended that additional HGI members could support GL by attending various meetings, enabling shared responsibility across key groups.</li> <li>3) <b>Improving Internal Coordination:</b> There was support for occasional informal discussions between GL, GH and AT to keep aligned on developments within PCPB and related external bodies.</li> <li>4) <b>Recruiting Volunteer Support:</b> It was proposed that the Board reach out to HGI members to identify volunteers willing to support PCPD (Policy, Comms, and Professional Development) work.</li> <li>5) <b>Clarifying Strategic Focus:</b> GL emphasised the importance of focusing on communications and strategy, while avoiding getting entangled in less productive bureaucratic activity.</li> <li>6) <b>Ensuring Clarity and Simplicity:</b> It was recommended that any future involvement in complex strategy or policy groups should come with clear aims and responsibilities, and that HGI representatives avoid being drawn into unproductive complexity.</li> </ol> <p>These recommendations reflected a broader intent to streamline engagement, improve information flow, and better distribute workload within HGI’s external representation roles.</p> <p><b>AT left the Meeting at 1540</b></p> <p><b>024.6 To receive an update following receipt of Report</b></p> <p>Due to the confidential nature of this matter, it will be minuted separately and only circulated to Board Members.</p>
025/25	<p><b>CLINICAL GOVERNANCE</b></p> <p><b>025.1 Clinical Governance Group (CGG) Update</b></p> <p>AD highlighted that although the intention to strengthen collaboration between CGG and RPSC was agreed, practical challenges and scheduling issues had delayed progress. The first meeting has now been scheduled for 3 Jun 25.</p> <p><b>025.2 To consider Supervisor Feedback to the Clinical Will Guidelines</b></p> <p>The Board reviewed questions raised by supervisors regarding the implementation of the Clinical Will Guidelines. There was discussion around the role of the clinical trustee versus the executor of an estate, particularly in relation to access to client records after a therapist's death or incapacitation.</p> <p>DL proposed that Therapists should provide clear written instructions to their clinical trustees and that clinical trustees should not be responsible for closed cases. Records of closed cases should be the executor’s responsibility, retained for seven years in line with legal requirements. The aim was to minimise the burden on colleagues acting as clinical trustees and ensure legal clarity.</p> <p>It was agreed that the guidelines should be amended to clarify the division of responsibility between clinical trustees (current clients) and executors (closed cases).</p> <p><b>025.3 To consider the proposal for revised CPD Requirements</b></p> <p>The Board reviewed and agreed with the revised CPD (Continuing Professional Development) requirements.</p> <p>Key changes included:</p> <ul style="list-style-type: none"> <li>• Increasing the annual CPD requirement from 20 to 30 hours, aligning with other professional bodies.</li> <li>• Introducing more structure and flexibility, ensuring CPD is purposeful and relevant to the practitioner's work.</li> </ul>

	<ul style="list-style-type: none"> <li>• A mandatory safeguarding training component, to be completed every three years, was strongly supported. Discussion highlighted the importance of safeguarding awareness for both children and vulnerable adults, even for therapists working primarily with adults.</li> </ul> <p>AD will take the safeguarding training discussion to the Clinical Governance Group (CGG) and explore the potential for AT to deliver a regular internal safeguarding training, possibly every two years, with a modest fee. The safeguarding requirement will need to be formally incorporated into the CPD policy and guidelines.</p> <p>Website updates will reflect the new CPD structure, and guidance will be provided to supervisors and peer group leaders on how to support compliance.</p>
026/25	<p><b>CORPORATE GOVERNANCE</b></p> <p><b>026.1 To review the HGI Risk Register</b> There were no amendments to the HGI Risk Register.</p> <p><b>026.2 To receive a Finance Update and approve the Unaudited Financial Statements for the Year Ended 31 Dec 24</b> JG presented the financial statements for the year ending 2024. The Board noted the small loss for the year and ongoing financial stability and acknowledged the need to continue monitoring costs and income, especially regarding administrative commitments and future fundraising.</p> <p>The unaudited Financial Statements for the Year Ended 31 December 2024 were approved by majority and for submission to the accountants and filing.</p> <p><b>026.3 HG Strategy Group Update</b> JB provided an update on the 25 Jun 25 online event. The purpose of the event is to:</p> <ul style="list-style-type: none"> <li>• Encourage wider member involvement in the work of HGI</li> <li>• Showcase key roles and working groups within the organisation</li> <li>• Offer a clear picture of volunteering opportunities and their value</li> </ul> <p>The event will comprise a series of short presentations (approx. 10 mins each) from representatives across HGI functions: HG College, HG Foundation, HG Research, CGG, Strategy, and Marketing Groups and others.</p> <p>The event is designed to be informative and engaging and each speaker will share the focus of their area, explain the impact of the work and outline how members can get involved.</p> <p>Recent activity from the Comms and Marketing Subgroup has focused on:</p> <ul style="list-style-type: none"> <li>• Raising the profile of Human Givens through improved public messaging.</li> <li>• Increasing engagement on LinkedIn, highlighting HGI's professional standing and initiatives.</li> <li>• Planning communications around HGI events, policy updates, and volunteer opportunities.</li> <li>• Supporting the upcoming 25 June event with messaging and promotion.</li> </ul> <p>The Strategy Group has been focusing on clarifying governance structures, improving internal communication, and ensuring that HGI's systems and policies are fit for future growth.</p> <p>Key areas include:</p> <ul style="list-style-type: none"> <li>• Addressing gaps between groups, such as CGG, RPSC, and the Board</li> <li>• Supporting policy reviews</li> <li>• Contributing to long-term planning, including succession and sustainability</li> </ul> <p>The group aims to align operational practices with HGI's strategic direction and values.</p> <p><b>026.4 To review HGI Organisational Structure and associated sub menus (RPSC, EOC, CGG)</b> Deferred for consideration at an Extraordinary Meeting of the Board that will take place on Mon, 2 Jun 25.</p> <p><b>026.5 To review HGI Board Structure, Recruitment, Training and Terms of Reference</b> Deferred for consideration at an Extraordinary Meeting of the Board that will take place on Mon, 2 Jun 25.</p>

027/25	<div>HGI Administration</div> <div>027.1 To acknowledge receipt of Board members resignation and consider next steps</div> <p>The Board formally noted the resignation of AL, effective 1 Jun 25. Members expressed thanks for her contribution, and it was agreed that the vacancy would be considered as part of upcoming Board succession planning and organisational structure discussions.</p> <div>027.2 To agree procedure for responding to Board-related emails requesting action or input</div> <p>Board members were reminded members of the importance of responding to Board emails and action requests in a timely manner. It was noted that delays in replies can slow progress on key issues and decision-making. Board members were asked to:</p> <ul style="list-style-type: none"><li>• Acknowledge receipt of emails when appropriate.</li><li>• Respond promptly to requests for input, especially where decisions or approvals are needed.</li><li>• Be mindful of deadlines or time-sensitive matters raised in Board communications.</li></ul> <p>The reminder aimed to strengthen accountability and communication within the Board.</p> <div>027.3 To consider acknowledgement of HG Practitioners retirement</div> <p>The Board briefly discussed the importance of acknowledging the retirement of long-standing HGI members. It was agreed that:</p> <p>A simple thank-you and acknowledgment should be sent to retiring members to recognise their contribution to the organisation and the profession.</p> <p>The process should be handled consistently and respectfully, coordinated by the Membership Secretary notifying the <a href="mailto:chairsupport@hgi.org.uk">chairsupport@hgi.org.uk</a> of any impending retirements. The Board supported the idea as a gesture of appreciation and to maintain goodwill within the HGI community.</p> <div>027.4 Membership and Registrant Update</div> <table><tr><th>Category</th><th>Non-Practicing</th><th>Practicing</th><th>Total</th></tr><tr><td>AHGI</td><td>37</td><td></td><td>37</td></tr><tr><td>GHGI</td><td>8</td><td>41</td><td>49</td></tr><tr><td>MHGI</td><td>13</td><td>299</td><td>312</td></tr><tr><td>FHGI</td><td>10</td><td>6</td><td>16</td></tr></table> <table><tr><td>SCoPEd</td><td>A - 312</td><td>B - 6</td><td>C - 4</td></tr></table> <div>027.5 To discuss Strategy for HGI Business Growth (MB)</div> <p>All points addressed during Item 026.3</p> <div>027.6 To discuss Strategy for Marketing across social media platforms (MB)</div> <p>All points addressed during Item 026.3</p> <div>027.7 To discuss HGI Website Update (MB)</div> <p>All points addressed during Item 026.3</p>	Category	Non-Practicing	Practicing	Total	AHGI	37		37	GHGI	8	41	49	MHGI	13	299	312	FHGI	10	6	16	SCoPEd	A - 312	B - 6	C - 4
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028/25	<div>ANY OTHER BUSINESS</div> <div>028.1 To discuss to 2026 HGI In-Person Conference</div> <p>The Board discussed the possibility of holding an in-person HGI conference in 2026, acknowledging its potential value for community building, visibility, and professional development.</p> <p>It was noted that:</p> <ul style="list-style-type: none"><li>• Previous in-person events had been well-received.</li><li>• Planning would need to start well in advance, including securing a venue, speakers, and budget.</li><li>• A hybrid or recorded component could be considered to increase accessibility.</li></ul> <p>Next Steps:</p> <ol style="list-style-type: none"><li>1. The idea will be raised with the HG College to explore joint planning and capacity.</li><li>2. An initial scoping discussion will be held at a future Board meeting to determine:<ul style="list-style-type: none"><li>• Proposed themes</li></ul></li></ol>																								

	<ul style="list-style-type: none"> <li>• Target audience</li> <li>• Logistics and resourcing</li> </ul> <p>A working group may be formed to lead planning and report back to the Board. The Board expressed broad support for the idea and agreed to begin early exploration.</p>
	<p><b>DATE OF NEXT MEETING</b></p> <p><b>Monday, 2 June 2025 at 1700 - Extraordinary Meeting of the HGI Board</b></p> <p><b>Thursday, 17 July 2025 at 1500 – Full HGI Board Meeting</b></p>

Meeting Ended in 1739