Human Givens Institute

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Minutes of the Board Meeting held on Thursday, 18th September 2025 at 3pm

1 Apologies for absence

No Apologies

In Attendance: Denise Winn, Ivan Tyrrell, Michelle Buckles, Abigail Darling, Graeme Lazell, Jennifer Broadley, Liz Nihan, Jane Tyrrell
RPSC report from Andy Tarrant

2 Declarations of interest

Human Givens Foundation IT
Human Givens Publishing IT
Human Givens Services JG, IT

3 Minutes of the last meeting

a) Minutes of the meeting held on 17th July 2025 were approved for website publication.
b) Minutes covering the confidential matters discussed on 17th July 2025 were approved for director distribution only.

4 Matters arising

a) Clinical wills - this information is completed and updated on the website

b) Board Structure and Terms of Reference finalised and on website but will be sent to the PSA for their approval by DW

c) Board member applications - 'declarations of interest' were requested via the recent bulletin. However it will be highlighted further in the November bulletin once the Board have agreed on a more detailed description of the role and qualities required of a Director.

d) The proposal for the theme of the next in-person conference has been updated, and sent out to all members with requests for speakers. Approximately four responses have been received so far.

5 RPSC briefing

- The PSA has re-accredited the HGI and done so without any recommendations. This is the first time HGI have been re-accredited this way and AT was congratulated on the work put in to achieve this outcome.

- Following the advice given by the PSA it was agreed to remove the Complaints email address as discussed above

● Participation with the Accredited Registers Collaborative (ARC) was discussed in relation to VAT rules. GL is aware of PCPB involvement in this issue and will share any PCPB ARC documentation that it is permissible to share, with both AT and the Board.

● Due to the theme of 'ethics' the RPSC would like to support the in-person conference and have been invited to submit proposed ideas of how they could do so, to GH and DW

● HGI Insurance has been renewed for the 2025-2026 period

● Seven Levels of Accreditation applications have been approved. Two were declined with feedback given to the applicants.

● AT offered to undertake the DBS application responsibility that AL has relinquished. The Board thanked him for the offer but explained this was an agenda item for later in the meeting so as yet, undecided.

6 Clinical Governance Group update

AD brought the Board up to date with recent CGG decisions and discussions.

● CPD requirements have been updated and will come into force from January 2026. This update includes an increase in CPD hours from 20 to 30, participation in appropriate safeguarding training and joining an approved peer group. When all details are finalised they will be flagged in the bulletin and updated on the website

● There was discussion around supervision requirements and whether two per year, for established therapists was enough. A consensus was reached that a minimum of two was sufficient guidance; therapists have very different caseloads and as professionals should know when to avail of appropriate supervision. AD will discuss with the CGG the possibility of mandating the minimum of two should be spaced as one every six months.

● CGG are considering a draft proposal on what the appropriate minimum attendance should be, for peer group members. This is important as membership of a peer group is now part of CPD requirements.

● The counter-conditioning protocol has been expanded and this is now updated on the website. This update will be mentioned in the HGI bulletin.

7 PCPB update

GL brought the Board up to date with current PCPB matters.

● GL expressed concern over the volume of documents he receives in relation to PCPB and explained that finding the pertinent historical documents made it difficult to get up to speed when he took over the role. He suggested having a central repository for this information for ease of access and to reduce duplication. JB suggested he create a folder within the google drive she has created for the Board papers. JB redistributed the link to the Board drive

● GL has been asked to be a member of a commission exploring the current and future landscape of counselling and psychotherapy. It is a huge commitment beginning with two in person days and two online events. GL is keen to participate and represent HG in this arena and ensure that our views and organising ideas are heard. The Board thanked Gl for undertaking this new and demanding commitment.

8 HG Strategy Group update

The Strategy Group has two branches, the Marketing Group and the Charity Group.

MB and DW brought the Board up to date on the recent meeting of the newly expanded Marketing Group and MB agreed to feedback to the Board on the group's meetings going forward. It was a productive first meeting with members having a variety of expertise to offer. The plan is to work on streamlining the messaging on the different aspects of HG work so that all promotion of these various aspects reaches the intended audience.Their next meeting date has not been confirmed.

JB brought the Board up to date with the Charity Group's work. This included seeking appropriate funding sources for specific projects and then making those applications. Two applications are currently underway, one for £45000 and one for £5000. JB stressed that many applications would have to continue to be made as the success rate can be low, and of course the application process is time consuming.

9 RPSC

a) It was confirmed that the complaints email address will be removed

e) AT's request for a payrise of £1 per hour was approved. LN to email him.

10 CGG, RPSC and HGI board liaison

Deferred discussion to the next meeting

11 DBS Responsibility

The Board agreed this was effectively an administrative job and could therefore sit comfortably within the responsibility of the membership team. Whilst it has multiple steps, once acquired the steps would be exactly the same for each DBS applicant. AL suggested it takes about an hour in total per application. It was decided that NT be asked to undertake this task. AL has offered to support in the transition of this responsibility. Next the Board will need to nominate a new signatory on the DBS Agreement with Devon Council now that AL has stepped down

12 Board Director Recruitment

This has been deferred to the next meeting.

LN has requested that all board Members send through their thoughts on the qualities required of a Director. LN will collate these to create an outline from which initial discussions can begin at the next Board meeting

13 Review of Risk Register

No amendments were made.

14 Financial update

JG reported that the HGI is solvent, with £27,600 currently. There is a predicted year end loss of £2087 should no further income arise.
The £6,500 raised during the raffle has been ringfenced as it can only be used for the restructuring of the organisation.

16 Any other business

Two items deferred until the next meeting due to lack of time
a) Proposal from Heard Care
b) NICE Anxiety Guidance

The meeting ended at 5.15pm.

Date of next meeting: 20 November 2025 at 3pm