UKCP
UK Council for Psychotherapy

Board of Trustees
Minutes

Meeting Date:	Friday 20 March 2026		
Time:	9:30am – 4pm		
Type:	In person		
Location:	Room 5 & 6, York House, 221 Pentonville Road, London N1 9UZ		
Version:	Confirmed		
Present:	Bill	Adlard (BA)	Trustee
	Michelle	Briggs (MB)	Trustee
	Will	Daniel-Braham (WDB)	UKCP Vice Chair & Trustee
	Pippa	Donovan (PD)	UKCP Chair & Trustee
	Rosie	Duncan (RD)	Trustee
	Peter	Gregory (PG)	Trustee
	Nish	Kumar (NK)	Trustee
	Akash	Patel (AP)	UKCP Treasurer & Trustee
	Matthew	White (MA)	Trustee
	Courtenay	Young (CY)	Trustee
Apologies:	Helen	Marsh (HM)	Trustee
In Attendance:	Emily	Bridges (EB)	Head of Strategic Projects
	Emma	Herbert (EH)	Head of Governance
	Michael	Hewett (MH)	PEM Auditors – *10:55am to 11:15am*
	Vicky	Kemble (VK)	Director of Resources
	Jon	Levett (JLE)	Chief Executive Officer
	Ashlynne	Ludlow (AL)	PRCCF Chair - *remotely by zoom*
	Wendy	Smith (WS)	Finance Manager
Minutes By:	Alex	Crawford (AC)	Board & Committees Secretary

Action Points and Decisions – in Black Bold

1. Welcomes, apologies and conflicts of interest

1.1. The Chair welcomed people to the meeting.

1.2. Apologies were given for HM.

1.3. No declarations of interest were declared.

2. Board check-in

2.1. Each attendee gave a brief update on their personal wellbeing.

3. Closed Session

3.1. The Board met in closed session to approve the closed minutes from 11 December 2025 to discuss; the UKCP Articles of Association review, HMRC potential liability and to approve the appointment of three new trustees.

3.2. These matters were discussed in closed session under clauses 4e (public disclosure could jeopardise outcome) and 4g (legal privilege) of the Board's policy on matters to be discussed in open and closed session.

4. Minutes of the Board Meeting on 11 December 2025

4.1. <u>Corrections</u>

4.1.1. None.

4.2. **The Board resolved to approve the minutes.**

4.3. <u>Matters Arising</u>

4.3.1. None.

5. Board of Trustees action log

5.1. The Board briefly discussed the outstanding items on the action log.

The Finance Manager and Director of Resources joined the meeting

6. Finance Matters

6.1. <u>RAPMC (Remuneration, Appointments and Performance Management Committee(Chair's Report</u>

6.1.1. The Board of Trustees noted the report and gave their thanks.

The representative from PEM auditors joined the meeting remotely by zoom

6.2. <u>Annual Audit ending September 2025</u>

6.2.1. The representative from PEM Auditors presented the annual audit and highlighted key points.

6.2.2. The auditor advised that were no adjustments to the figures needed and nothing to flag at this stage.

6.2.3. The accounts are pending confirmation of the worker status provision before the auditors can give their sign-off.

The representative from PEM auditors left the meeting

6.2.4. **Going forward, the Finance Manager will ensure that there is a meeting between the Chair of FRAC (Finance, Risk and Audit Committee), the auditor and the UKCP Chair in preparation for all UKCP annual audits**. **This is to be communicated to PEM.**

6.3. <u>Fee Setting</u>

6.3.1. The Board briefly discussed the percentage amount for UKCP Individual Membership fees to be increased from October 2026. The fee increase amount will be finalised at the Board meeting in May 2026.

6.4. <u>Director of Resources Report</u>

6.4.1. The Director of Resources spoke to the report and answered questions.

6.4.2. **The Director of Resources will include a section on cyber security and our cyber resilience for future Board meetings**.

6.4.3. **A revised UKCP Risk Register will be presented at the Board meeting in June 2026**.

7. Governance Review timeline

7.1. The Head of Governance spoke to the paper and answered questions.

7.2. The paper covers the timeline for Phase 1 of the governance review from March 2026 until end of December 2027.

7.3. The UKCP Chair commented that we need to keep a track of overall budget costs for the governance review.

7.4. **The Board resolved to approve the revised governance review timeline as set out in the paper from the Head of Governance**.

8. Proposal for a November UKCP General Meeting

8.1. The Head of Governance spoke to the paper and answered questions.

8.2. The paper sets out points recommending the holding a UKCP General Meeting in November 2026.

8.3. **The Board resolved to approve the calling of a UKCP general meeting in November 2026**.

9. Consensual Disposal Mechanism (CDM)

9.1. The Director of Standards spoke to the paper and answered questions.

9.2. The Board previously discussed CDM at the Board meeting on 11 December 2025.

9.3. The paper sets out recommendations for the introduction of CDM within the CCP (Complaints and Conduct Process) and for amendments to amendments to the Indicative Sanctions Guidance and other consequential amendments.

9.4. One trustee said that members going through CDM should be asked to confirm that they have had independent legal advice. **The Director of Standards noted this point and will add this as an item in the risk analysis for CDM**.

9.5. **The Board resolved to approve the following**:

9.5.1. The introduction of a Consensual Disposal mechanism within the Complaints and Conduct Process (CCP).

9.5.2. Amendments to the Indicative Sanctions Guidance clarifying that sexual misconduct will ordinarily result in removal from UKCP membership rather than suspension.

9.5.3. Consequential amendments to the CCP, the Indicative Sanctions Guidance and the Publication of Decisions Policy.

9.5.4. That the authority to determine and approve consensual disposal outcomes in individual cases shall rest with the Professional Conduct Committee (PCC), pursuant to the amended Complaints and Conduct Process.

9.5.5. The Board gave authorisation for the Complaints and Conduct Team, working with the Director of Standards, to undertake consultation with stakeholders and the wider membership on all proposed changes. As it is not anticipated that this consultation will generate feedback requiring a material change of direction, the Board is asked to delegate authority to the Director of Standards to finalise and implement the proposals following the consultation, unless the responses indicate a need for reconsideration.

10. Michael Guthrie Report

10.1. The Director of Standards spoke to the paper and answered questions.

10.2. The paper concerns the '*Review of UKCP's approach to regulating psychotherapists and psychotherapeutic counsellors who work with children and young people*' report which UKCP commissioned Michael Guthrie to carry out, and the recommendations contained therein.

10.3. The Chair of the PRCCF noted some inaccuracies in the report e.g. the UKCP Child Marker did not come before the Child Register. **The Director of Standards will correct these inaccuracies**.

10.4. The Chair asked the Director of Standards if the Report provided sufficient info to begin implementation. The Director of Standards provided assurance on this.

10.5. **The Board resolved to approve the following**:

10.5.1. The adoption/implementation of the full set of recommendations arising from the independent review conducted by Michael Guthrie in his report dated January 2026.

10.5.2. Confirmation that the Children and Young People Register will be retained as UKCP's specialist register, and that the legacy children and young people proficiency marker will not be reintroduced.

10.5.3. Acknowledgment and agreement that no changes to the *UKCP Code of Ethics and Professional Practice* are proposed at this stage, reflecting a conscious, proportionate, and risk-based decision.

10.5.4. That the Director of Standards will work with the relevant committees and the SMT (Senior Management Team) to develop a staged implementation plan, including reviewing how the proposals could be operationalised, and present a phased plan at a future Board meeting.

10.5.5. That the Board will reflect on the findings to determine any additional actions needed to strengthen effective decision-making and governance.

10.6. **The Director of Standards will come back to the Board with the implementation timeline after speaking with the SMT**.

11. Professional Boundaries

11.1. The Director of Standards spoke to her paper and answered questions.

11.2. **The Board resolved to approve the following**:

11.2.1. That the draft '*UKCP Reflections on Professional Boundaries*' document should be subject to targeted consultation with Organisational Members (OMs), with the consultation method to be finalised in a way that avoids undue staff burden and to announce the consultation at the June Conference.

11.2.2. Delegated authority is given to the Ethics Committee, in consultation with the Director of Standards, to review and refine the document following consultation with OMs, noting that the guidance does not introduce any change to UKCP's regulatory position. The Ethics Committee will report back to the Board on the outcome of the consultation with the OMs, including whether there is a case for any further consultation with the membership before the guidance is finalised.

11.2.3. Delegated authority is given to the Director of Standards, working with the UKCP Communications Team, for the development of a clear communications strategy to proactively manage reputational and regulatory risks, including preventing any misinterpretation of the Guidance as a UKCP-imposed standard.

The Director of Standards left the meeting

The Head of Strategic Projects joined the meeting

12. Statutory Regulation

12.1. The Head of Strategic Projects spoke to the paper and answered questions.

12.2. The Board resolved to approve the revised wording of UKCP's statutory regulation position, moving from '*UKCP is minded to support statutory regulation*' to '*UKCP has developed a set of principles designed to safeguard the public and strengthen confidence in the psychotherapy profession. We <u>will</u> support statutory regulation where it demonstrably meets these principles*'.

12.3. The Board resolved to approve the principles underpinning UKCP's position on statutory regulation (detailed in appendix A of the paper).

12.4. The Board resolved to approve the proposed voluntary enhancements to the PSA (Professional Standards Authority) accredited register system (detailed in appendix B of the paper).

13. Bursary Review

13.1. The Head of Strategic Projects spoke to the paper and answered questions.

13.1.1. **The Board resolved to approve that an EDI-BIIDE committee representative is added to the Bursary Panel**.

13.1.2. **The Board resolved to approve the creation of formal Terms of Reference for the Bursary Panel for the 2026 cycle**.

13.1.3. **The Board resolved to approve that the Bursary review project is split into two phases, as described in the paper**.

13.2. The Board noted their appreciation for David Jeansoulé Ruiz (UKCP Strategic Project Manager) for his contribution to the Bursary review project.

14. CEO Report

14.1. The CEO spoke to the report and answered questions.

14.2. The Board noted the delay to the project of establishing good practice guidance on working with clients with sexual orientation and gender identity issues. This project fell under the auspices of PCPB

(Partnership for Counselling and Psychotherapy Bodies). It was noted that a researcher and research assistant had now been appointed to draft the guidance, and that an outline timetable had been agreed. The detailed timetable, including opportunities for consultation on the draft guidance with members, was to be agreed shortly with PCPB partners. The Board requested regular updates on progress from the CEO, including a clear timeframe and a date for consultation.

15. Chair's Report

15.1. The Chair spoke to the report and answered questions.

15.2. The Chair noted the equality impact and succession planning issues of an unremunerated UKCP chair role.

15.3. The Board noted their appreciation for the Chair's continued high level work for the benefit of the organisation.

16. Vice Chair's Report

16.1. The Vice Chair spoke to the report and answered questions.

17. Report from the Members Forum Moderator

17.1. The Members Forum Moderator spoke to the report and answered questions.

18. Strategic Projects Update

18.1. The Head of Strategic Projects spoke to the report and answered questions.

19. EDI-BIIDE (Equity, Diversity, Inclusion, Belonging, Intersectionality, Inclusion, Diversity & Equity) Committee Report

19.1. The Head of Strategic Projects, who is on the EDI-BIIDE Committee, spoke to the report and answered questions.

19.2. The UKCP Vice Chair queried why the Chair of the EDI-BIIDE Committee had not been asked to attend and present the report at today's meeting. **The UKCP Chair will discuss this with the EDI-BIIDE Chair**.

The Head of Strategic Projects left the meeting

20. Report from the chair of the PRCCF (Professional Regulatory Committee of the Colleges and Faculties)

20.1. The PRCCF Chair spoke to the report and answered questions.

20.2. The CEO suggested that the Board receive an OMR Organisational Member Review) Overview Report for Board meetings in 2027 so that the Board is made aware of common themes.

20.3. The PRCCF Chair noted that many of the UKCP main documents (e.g. CPD Policy, Standards of Education and Training) are out of date. The Director of Standards advised that all the documents will soon be undergoing a review.

20.4. It was suggested that there is more training and induction for volunteers on how the colleges work.

The Director of Membership and the Head of Policy & Communications joined the meeting

21. Director of Membership Report

21.1. The Director of Membership spoke to the report and answered questions.

22. Head of Policy and Communications Report

22.1. The Head of Policy and Communications spoke to the report and answered questions.

23. College Reports

23.1. The annual reports from the colleges were taken as read and the Board expressed their appreciation for the reports.

24. AOB

24.1. <u>Impact of minimum wage on UKCP Trainees</u>

24.1.1. It was highlighted by one of the trustees that, where UKCP Trainees are working unpaid in a placement for more than 12 months, the placement provider could be in contravention of HMRC minimum wage rules. It was noted that this was a potential risk to the training model. **The CEO will investigate this further**.

24.2. <u>UKCP Conference 19 and 20 June 2026</u>

24.2.1. The Board were asked for trustee volunteers to attend and present at the conference.

24.3. <u>EAP (European Association of Psychotherapy) Report</u>

24.3.1. **The CEO will circulate to the trustees the written report from CY on the recent EAP event**.

25. Next Meeting

25.1. Friday 22 and Saturday 23 May 2026, Double Tree Angel, London.