

## Minutes

**Meeting Date:** Thursday 9 December 2021

**Time:** 14:00 – 17:00

**Type:** Remote via Zoom

**Location:** n/a

**Version:** Approved

**Present:**

Syed Azmatullah (SA)	Trustee & Chair Elect
Andy Cottom (AJC)	Vice-Chair & Trustee
Will Daniel-Braham (WDB)	Trustee
David Fitzgerald (DF)	Treasurer & Trustee
John Loughrey (JL)	Trustee
Jo Lucas (JLS)	Trustee
Jacqui McCouat (JM)	Trustee
Martin Pollecoff (MP)	Chair & Trustee
Juliet Rosenfeld (JR)	Trustee

**Apologies:** None

**In Attendance:**

Sarah Niblock (SN)	Chief Executive
Helen Willingham (HW)	Head of Content & Engagement

**Minutes By:** Alex Crawford (AC) Governance Manager

**Action Points and Decisions – in Black Bold**

## 1. Welcomes, Apologies and Declarations of Interest

- 1.1. The Chair welcomed all to the meeting. Particular mention was given to new Chair Elect Azmat and new Trustee Jo Lucas. The Chair also welcomed Helen Willingham to the Board meeting.
- 1.2. There were no apologies.
- 1.3. The Governance Manager informed the Board that any trustee with a conflict of interest in a matter under discussion should declare the nature of their interest and withdraw from the room unless given a dispensation to speak.

## 2. Board Minutes from 17 September 2021

### 2.1. Corrections

- 2.1.1. **Point 5.3 is to be amended to read, 'interests' instead of modalities.**
- 2.1.2. **Point 7.1 is to be amended to read, '...subject to a break clause'.**
- 2.1.3. **Point 9 is to be amended to read, '...the development of a new register for CTWPs is to be put on hold for the time being'.**

### 2.2. Approval

- 2.2.1. **The minutes were approved, subject to the above amendments.**

## 3. Clarification of Board Minutes of 23 April 2021

- 3.1. **AC will work with HW on amending the relevant points in the April 2021 minutes to make clear that the discussions around options concerning protection of the title 'Psychotherapist' were part of high level discussions only and that there were no actions or decisions.**
- 3.2. The way the minutes are currently worded could give the impression that a decision was taken, when this is not the case nor is there any intention to do so.

## 4. Chair Update

### 4.1. Contextual Workers

- 4.1.1. The Board discussed the Chair's suggestion that Child Therapeutic Wellbeing Practitioners (CTWPs) be broadened to include Contextual Workers (such as those working in prisons) thereby supporting different sections of the community without the need for a fully qualified practitioner.
- 4.1.2. **Following an in-depth discussion it was agreed that the Chair will create a working group of practitioners and experts to determine the practicalities.** Such considerations for the working group will include whether a new register is needed, whether new Standards of Education and Training (SETs) will be needed and whether there will be an impact on the UKCP constitution.

## 5. Chief Executive Update

### 5.1. Scope of Practice and Education (SCoPEd) [for Counselling and Psychotherapy]

5.1.1. There will be a soft launch around 25 January 2022 and an internal UKCP communications plan has been prepared.

5.1.2. The 6 organisations involved in SCoPEd will need to agree a timeline on titles.

5.1.3. **SN will circulate the SCoPEd narrative and framework documents to the Board by email next week (w/c 12 December 2021) for approval by email.**

### 5.2. Public Consultations

5.2.1. The government consultation on whether to ban Conversion Therapy has been extended by 8 weeks. **Details of UKCP's response will be circulated to the Board before submission by Adam Jones (UKCP Policy and Public Affairs Manager).**

5.2.2. The UKCP response to the consultation on NICE's final draft guideline for the recognition and treatment of depression in adults will be submitted in January 2022.

### 5.3. Complaints

5.3.1. The Chief Executive gave an update regarding current complaints.

### 5.4. Professional Standards Authority (PSA)

5.4.1. The PSA have undergone some internal changes.

5.4.2. We are required to complete a PSA Risk Matrix by 17 December 2021.

5.4.3. The PSA have introduced a new 'Standard 1b' which requires evidence for the benefits of psychotherapy and psychotherapeutic counselling.

### 5.5. Staff Updates

5.5.1. Baljit Dhillon will be joining as the new UKCP Change Agent and Project Lead from 20 January 2022.

5.5.2. We are in the process of recruiting a UKCP Chief Operating Officer (COO) and have received some applications.

5.5.3. Cath White, UKCP Head of Operations and Regulation, will be leaving UKCP on 23 December 2021. The new COO will take over her areas of work, once recruited. In the interim the UKCP Senior Management Team (SMT) and Baljit Dhillon will cover aspects of the role. The HR aspects of Cath's role will now be outsourced to an external HR company.

5.5.4. Amy Newton, Complaints and Conduct Team Case Manager, will be leaving UKCP on 23 December 2021.

5.5.5. AJC, on behalf of the Board, gave great thanks to Cath White for all her work during her time at UKCP and said that she has made a huge difference to the organisation. **SN will feed this back to Cath.**

## **6. Governance Review Update**

6.1. We will be opening a formal consultation on the proposed governance changes in January 2022.

6.2. The aims of the proposed changes are to:

- Improve public protection
- Better protect UKCP against existing, new and emerging risks
- Make our governance clearer, accessible and easier to apply
- Better promote modalities internally and externally ensure sustainable leadership along with transparency and accountability

6.3. SN shared with the Board the organisational chart as it currently stands, and the streamlined version of how it would look if the proposed changes were adopted by the membership.

6.4. Azmat suggested a different way of graphically representing the organisational structure and will share his thoughts with SN.

6.5. There is a meeting of the Humanistic and Integrative Psychotherapy College (HIPC) ON 17 December 2021 to discuss the proposed governance changes. Azmat and MP will be in attendance.

6.6. **An extra Board meeting in early January 2022 is to be arranged to approve the governance consultation before opening to members.**

6.7. **An additional meeting between the Board and the College and Committee Chairs is to be arranged in early January, prior to opening the consultation.**

## **7. Equality, Diversity and Inclusion (EDI)**

7.1. The Board reviewed the EDI Action Plan and EDI Terms of Reference for a new EDI Committee submitted by Elizabeth Oni-Iyiola, Independent Chair of the UKCP EDI Task Force.

7.2. The Board identified a number of tweaks and edits which need to be made to both documents. **These amendments will be fed back to Elizabeth by the UKCP Governance Manager.**

7.3. The next phase will then be to consult with the UKCP colleges. **Elizabeth will be asked to carry out his piece of work.**

7.4. **Subject to the amendments and consultation with the colleges, the Board gave their backing to the Action Plan and Terms of Reference for an EDI Committee.**

## **8. Office Project**

8.1. We are approaching the 5 year break clause on the 10 year lease of the UKCP Office premises at 2 America Square, London EC3N.

8.2. The Board reviewed the paper from the UKCP Head of Operations and UKCP Finance Manager which outlined possible options and associated costs. The Board engaged in a lengthy in-depth debate.

8.3. **A decision on whether to give formal notice to leave 2 America Square will be made at the additional Board meeting to be arranged in January 2022.**

#### 9. Next Meeting

9.1. Early January, to be arranged. Then Friday 11 February 2022, 14:00 to 17:00 by Zoom.

#### Minutes Approved

Signed:

Title:

Print:

Date:

APPROVED