



EDI-BIIDE Committee Minutes

Meeting Date: Friday 20 September 2024
Time: 14:00-16:00
Type: Zoom
Location: Online
Version: Draft
Apologies: Victoria Nelson (VN), Jo Parker (JP), Fuad Buraimoh (FB)
In Attendance: Joanne Hipplewith (JH), Will Daniel-Braham (WDB), Emily Bridges (EB), Kim Shiller (KS), Pam Vickers (PV), Saynab Hassan (SH), Zahid Nawaz (ZN), Afsana Rashid (AR), Laura Stone (LS)
Minutes By: Laura Stone (LS), Committee Coordinator

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

Attendance sheet:

Name	Representation
Zahid Nawaz	EDI-BIIDE Chair (observing)
Joanne Hipplewith	EDI-BIIDE Committee Vice-Chair (chairing)
Charles Brown	Individual Therapist
Fuad Buraimoh	Individual Therapist
Jo Parker	Individual Therapist
Sheetal Amin	Individual Therapist
Victoria Nelson	Individual Therapist
Saynab Hassan	Individual Therapist
Emily Bridges	UKCP Senior Management Representative
Laura Stone	EDI-BIIDE Committee Coordinator
Will Daniel-Braham	UKCP Board of Trustees, EDI-BIIDE Liaison
Kim Shiller	The Psychosynthesis Trust
Colleges Representation	
<i>No Representation</i>	<i>College for Child and Adolescent Psychotherapies (CCAP)</i>
Charlotte Chiu	College of Family, Couple and Systemic Psychotherapy (CFCSP)
<i>No Representation</i>	<i>College of Medical Psychotherapists (CMP)</i>
Jonathan Fisher	College of Outcome Oriented and Hypno-psychotherapies (COOPH)
<i>No Representation</i>	<i>College for Sexual and Relationship Psychotherapy (CSRP)</i>
<i>No Representation</i>	<i>Constructivist and Existential College (CEC)</i>



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Manshant Rani Kaur	Council for Psychoanalysis and Jungian Analysis College (CPJAC)
Pam Vickers	Humanistic and Integrative Psychotherapy College (HIPC)
<i>No Representation</i>	<i>Psychotherapeutic Counselling and Intersubjective Psychotherapy College (PCIPC)</i>
Ruth Millman	Universities Training College (UTC)

EDI-BIIDE Action Plan Working Groups membership:

Language/Updates	Training	Engagement	Membership
Joanne Hipplewith Emily Bridges Will Daniel-Braham	Joanne Hipplewith Manshant Rani Kaur Pamela Vickers	Sheetal Amin Fuad Buraimoh Jonathan Fisher	Emily Bridges Charles Brown Charlotte Chiu

BIIDE Action plan: [Equality Action Plan](#)

1. Welcomes, apologies and conflicts of interest

- 1.1 Apologies from VN, JP, FB
- 1.2 Introduction to the new chair of the committee – Zahid Nawaz (observing this meeting)

2. Minutes of the previous meeting, actions and matters arising

- 2.1. Previous minutes approved
- 2.2. PV's retirement and gratitude
 - 2.2.1. The committee expressed its gratitude to PV for her valuable contributions.
 - 2.2.2. PV's retirement marks the end of her tenure on the committee.
 - 2.2.3. The minutes will reflect PV's representation for HIPC.

ACTION: LS to update the table for the college representation to include PV as HIPC rep

3. Vice chair update

- 3.1. JH has resigned as VC of committee. Resigning from all committee work. Needs thinking about what the role of the VC is.

4. Board update

- 4.1. Only 2 of 6 colleges have responded to the request for representatives.
- 4.2. Clarity on representative requirements will be sought from the standing orders.
- 4.3. The action plan will be mapped under the strategy, with a clear accompanying info.

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- 4.4. The new chair will handle representation dates for interview panels and volunteer induction.
- 4.5. Unclear if organisation is taking standardised approach for committee minutes.

ACTION: WDB, EB, and ZN will collaborate on presenting the website document.

5. Staff update

- 5.1 A proposal will be submitted to senior management for an EDI-BIIDE objective for all managers.
- 5.2 UKCP diversity survey available on the website. Not looked in relation to action plan directly.

ACTION: EB to send around the public facing EDI data document

6. College and committees update

- 6.1. Lack of chair and relationship with wider colleges are concerns.
- 6.2. HIPC: Trans issues are a priority. HIPC and its EDI working group have organised trans training. People with lived experience will be invited to contribute to training standards. A replacement for PV on the HIPC working group is needed.
- 6.3. ETPC is seeking guidance on formal writing of BIIDE. Questions about how ETPC can work with this committee
- 6.4. Collaboration between ETPC and the EDI-BIIDE committee is essential for SETs and training standards.
- 6.5. PV's potential contribution through training standards was discussed.

ACTION: LS to add committee updates to the agenda.

ACTION: EB to follow up on trans training at HIPC

7. Comms plan for EDI-BIIDE committee (actions 52 & 55)

- 7.1 Internal staff comms, Member comms, External public comms
 - 7.1.1. EB has Board action to look at comms plan for EDI-BIIDE.
 - 7.1.2. Cross college communication important
 - 7.1.3. Volunteers to input on the comms plan – CC, WDB, SH?
 - 7.1.4. Could have a standing agenda item on comms

ACTION: EB to discuss with ZN a way forward with a comms plan

8. Subgroups

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Current functioning of the subgroups (action 63), Minuting of subgroups (action 49)

- 8.1.1. Subgroups are underperforming.
- 8.1.2. The Vice Chair position is vacant due to resignation.
- 8.1.3. A discussion is needed to redefine the role of the Vice Chair.

9. Special interest groups (SIGs)

- 9.1. Post-election meetings with queer and trans therapists were held.
- 9.2. A SIG for LGBTQIA+ issues is being established. One for trans issues also to be formed
- 9.3. A process for supporting SIGs is being developed.
- 9.4. Promotion is ongoing through Facebook, and another SIG for trans issues will be set up.

10. Standing item: EDI-BIIDE representation opportunities

- 10.1. Membership Forum - Sat 5th October
- 10.2. Volunteer Induction - Wed 6th November
- 10.3. UKCP Conference Panel - 22nd November
- 10.4. Trustee Interviews – dates tbc
- 10.5. WDB is tracking representation dates.
- 10.6. Member Forum (October 5th): WDB, ZN, CC, and PV will attend.
- 10.7. Volunteer Induction Day (November 6th): Saynab will attend.
- 10.8. UKCP Conference Panel (November 23rd): WDB and ZN will present an update. CC interested
- 10.9. Trustee Interview Panels: WDB, Saynab, PV (ok to be asked), and CC.

ACTION: EB to send out opportunities by email

11. AOB

- 11.1. Formal name of committee.
 - 11.1.1. The reference of the term 'EDI' in governing documents was discussed and needs to remain.
 - 11.1.2. The preferred name was discussed and agreed as 'EDI-BIIDE'.
- 11.2. The committee dates for the next year will be discussed at next meeting.

ACTION: The new chair will address whether a quorate number is needed

ACTION: EB will communicate preferred name to staff

12. Next Meeting

Friday 15 November 2024 at 14:00

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Actions

Summary of action points	Owner	Date action required	Status
ACTION 49: HW to look into support for subgroups with minutes.	EB/HW	UKCP governance team testing some software.	CLOSED
ACTION 52: HW and EB to look at recruitment for the committee in a future email newsletter.	EB/HW	JH/EB to schedule time to discuss.	CLOSED – TO BE ADDRESSED THROUGH COMMS PLAN
ACTION 55: HW and EB to communicate to UKCP staff colleagues about the EDI/BIIDE committee.	EB/HW		CLOSED – TO BE ADDRESSED THROUGH COMMS PLAN
ACTION 56: To make it a stipulation that colleges must feed back to the committee.	KRF	JH to create template and share at next meeting.	COMPLETED
ACTION 61: Add an item to the November agenda for a forum for members that have had an autism diagnosis or would have a diagnosis.	KRF		CLOSED – TO BE PICKED UP AS SIG
ACTION 63 Colleges update – languages/updates sub group	JH	JH will schedule a meeting for the languages/updates sub group.	CLOSED
ACTION 66 Focus on team building and responsibilities at next meeting. Add to agenda next time	JH		OPEN

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ACTION 67 EB to bring EDI member data report to next meeting	EB		COMPLETED
ACTION 69 Members would like a link to the action plan with the meeting information	LS		COMPLETED
ACTION 70 CB to confirm with RK what the process is for feeding into the CPJA executive committee	CB/RK		OPEN
ACTION 71 WDB to look at template and send out to committee members to review	WDB		COMPLETED
ACTION 72 Add attendance issues to future meeting for discussion	JH		OPEN
ACTION 73 WDB to talk to EB to get an update on open and pending actions	WDB/EB		COMPLETED
ACTION 74 LS to make sure subgroups are included on minutes and agenda documents	LS		COMPLETED
ACTION 75 – Sept 2024 LS to update the table for the college representation to include PV as HIPC rep	LS		COMPLETED
ACTION 76 – Sept 2024 WDB, EB, and ZN will collaborate on presenting the website document	WDB/EB/ZN	Work underway	ONGOING



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ACTION 77 – Sept 2024 EB to send around the public facing EDI data document	EB		COMPLETED
ACTION 78 – Sept 2024 LS to add committee updates to the agenda	LS		COMPLETED
ACTION 78 – Sept 2024 EB to follow up on trans training at HIPC	EB		ONGOING
ACTION 79 – Sept 2024 EB to discuss with ZN a way forward with a comms plan	EB/ZN		OPEN
ACTION 80 – Sept 2024 EB to send out opportunities by email	EB		COMPLETED
ACTION 81 – Sept 2024 The new chair will address whether a quorate number is needed for meetings	ZN		OPEN
ACTION 82 – Sept 2024 EB will communicate preferred committee name to staff	EB		COMPLETED