



Board of Trustees Minutes

Meeting Date: Thursday 10 December 2020

Time: 14:00 – 17:00

Type: Remote via Zoom

Location: n/a

Version: Approved

Present:

Andy Cottom (AJC)	Vice-Chair & Trustee
Divine Charura (DC)	Trustee
Bob Cooke (BC)	Trustee
David Fitzgerald (DF)	Treasurer & Trustee
John Loughrey (JL)	Trustee
Jacqui McCouat (JM)	Trustee
Martin Pollecoff (MP)	Chair & Trustee
Juliet Rosenfeld (JR)	Trustee
Suzy Walker (SW)	Trustee

Apologies: Brett Kahr (BK) Trustee

In Attendance: Alan McConnon (AM) Registrar – *from 16:35*
Sarah Niblock (SN) Chief Executive Officer
Cath White (CW) Head of Operations and Regulation – *from 16:35*

Minutes By: Alex Crawford (AC) Governance Manager

Action Points and Decisions – in Black Bold

1. Welcomes, Apologies and Declarations of Interest

- 1.1. Apologies were given for BK.
- 1.2. The Governance Officer 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. Supervision

- 2.1. Regarding the creation of a new ethics code specifically for Supervisors, MP advised that the UKCP Ethics Committee were proposing to create an addendum to the UKCP Code of Ethics and Professional Practice.
- 2.2. MP would prefer there to be a separate code for Supervisors instead of an addendum.
- 2.3. **Following discussion the Board voted in favour of having a separate ethical code for Supervisors.**

3. Strategic Planning

- 3.1. SN shared the first part of her presentation with the Board that outlined her strategic vision for the organisation.
- 3.2. The budget planning for the strategic plan will come to the Board soon.
- 3.3. The presentation included how the organisation is meeting all of its Strategic Objectives.
- 3.4. The presentation included the following points:
 - 3.4.1. The new UKCP website will be launched on 15 December 2020 and is a potential 'game changer'
 - 3.4.2. We have achieved a 96% retention of members over the annual renewal period.
 - 3.4.3. We have had fewer resignations than in previous years.
 - 3.4.4. We are working smarter.
 - 3.4.5. The integrity of the UKCP Register is paramount.
 - 3.4.6. 'Consensual Disposal' is something we are considering adopting as a way of reducing complaints costs.
 - 3.4.7. PR and Marketing is going from strength to strength.
 - 3.4.8. We have better 'feedback loops' with our members which helps member retention.
 - 3.4.9. The UKCP CRM Officer, Gyanesh Tailor, is doing great work and is building new ways to automate processes in Salesforce/Lightening (the UKCP CRM database system).
 - 3.4.10. Gyanesh is also looking into the integrity of our data.
 - 3.4.11. Regulation and Quality Assurance areas are working well.
 - 3.4.12. We are revising the way colleges are reviewed.
 - 3.4.13. The UKCP Policy and Public Affairs Manager (Adam Jones) and Policy and Public Affairs Officer (Ellen Dunn) continue to do an excellent job.

- 3.4.14. We are working on finessing reporting systems and establishing reporting structures and protocols.
- 3.4.15. There may be some governance changes in 2021 which will require a UKCP General Meeting.
- 3.4.16. Operationally, we are doing research into options for the future of the UKCP Office at America House, in light of significant changes to working patterns caused by the global pandemic.
- 3.4.17. With regards to IT systems for the office, the UKCP server has a limited lifespan and so we will be migrating to a cloud-based system in the near future.
- 3.4.18. With regards to collaborations, the Professional Standards Authority (PSA) have released a new tiered system of accreditation.
- 3.4.19. We will be presenting the PSA with a formal costed system for licensing our practitioners.
- 3.4.20. SCoPEd (Scope of Practice and Education for Counselling and Psychotherapy) is moving forward and more organisations are coming on board.
- 3.5. After the first part of her presentation SN answered questions from the Board. The questions and feedback included the following:
 - 3.5.1. JM found the presentation to be hugely impressive – the plans build on the success that SN has already achieved.
 - 3.5.2. DF said there seemed to be a disconnect between the investment required to train to be a therapist and the rewards of being a qualified therapist.
 - 3.5.3. SN hopes to create the opportunity for people to ‘learn while they earn’ and we need to work closely with the Organisational Members (OMs) on this.
 - 3.5.4. MP said we need to create a career structure – particularly for those working in the NHS.
 - 3.5.5. AJC said that the recent survey showed that the average annual salary for therapists is embarrassingly low.
 - 3.5.6. MP said that any job which doesn’t provide sufficient income to provide for a family is a concern.
 - 3.5.7. JR said we need an urgent re-evaluation of access, fairness and equality within the profession – particularly in the context of Black Lives Matter.
 - 3.5.8. MP said that the lack of diversity is a systemic issue within the profession.
 - 3.5.9. DC commended SN on her excellent presentation and said that research is vital to much of what has been discussed – we need research evidence to show that psychotherapy and psychotherapeutic counselling works.
- 3.6. SN proceeded to give the second part of her presentation which outlined her plans for a structural and cultural transformation of the organisation. The presentation included the following points:
 - 3.6.1. We are working on transferring some of the regulatory functions performed by the colleges into the UKCP Office.
 - 3.6.2. Some of the regulatory functions performed by the Professional Regulatory Committee of the Colleges and Faculties (PRCCF) will come under the Quality Assurance Committee (QAC).

- 3.6.3. We will develop role descriptions and contracts with all UKCP volunteers/subject matter experts.
- 3.6.4. Having more of the regulation functions performed by the UKCP Office will allow colleges to champion the modalities and innovate.
- 3.6.5. SN shared an organisational chart showing the planned new changes to the structure.
- 3.6.6. The culture of the UKCP Office staff is excellent and going from strength to strength.
- 3.6.7. We will create Special Interest Groups to look at specific areas such as domestic violence and the climate crisis.
- 3.6.8. We need to increase and market the UKCP Affiliate Membership category.
- 3.6.9. We need to recruit and maintain our volunteers/subject matter experts and engage in a big recruitment drive.
- 3.6.10. 3 year committee roles are unattractive - quick 6 month task and finish groups are more attractive and will be CPD eligible.
- 3.6.11. SN touched on her plans for a 'Leadership Academy'.
- 3.6.12. AJC said he used to run a mentoring scheme at his OM and that it is a great way of getting people involved in the profession – potentially UKCP Honorary Fellows could be mentors.
- 3.6.13. CW said that we are working towards gaining Investors in People accreditation for UKCP.
- 3.7. After the second part of her presentation SN answered questions from the Board. The questions and feedback included the following:
 - 3.7.1. JR found the presentation to be comprehensive, informed, thoughtful, dynamic and very impressive.
 - 3.7.2. JL thought the presentation contained lots of good ideas and some excellent ideas and that the plans are exactly the way he thinks the organisation should go.
 - 3.7.3. DC thought it was an excellent presentation and was glad to see that it involves bringing the modalities together.
 - 3.7.4. SW was very enthusiastic about the presentation and particularly liked the idea of a Leadership Academy.
 - 3.7.5. MP said it was an excellent presentation although he expressed concern at how much work will be involved for SN.
 - 3.7.6. **At MP's request, AJC will write a 1 page A4 paper proposing training for people wishing to set-up in private practice. BC offered to help AJC with the paper.**

4. Leadership Academy

- 4.1. SN went into further detail about her plans for the creation of a Leadership Academy, mentioned earlier.
- 4.2. The proposal is to launch an intensive, accredited two-year professional development programme for newly-qualified psychotherapists to study all facets of being a UKCP leader.

- 4.3. SN referred to her paper and took questions.
- 4.4. AJC said that newly qualified therapists may not want to do a further 2 years training. Instead he suggested it be made more modular.
- 4.5. JL was in support of the modular idea and suggested a module for Governance.
- 4.6. In terms of costs, SN envisages that experts will hopefully donate their time for free to give lectures and masterclasses. There may be some additional demands on staff for year 2.
- 4.7. **The Board were in support of the proposal for a Leadership Academy.**

5. Patron and President

- 5.1. SN referred to her paper which set out her proposal to attract figureheads and ambassadors to raise the profile of UKCP.
- 5.2. JL thought the concept was very good and that the right patron could significantly raise the profile of the organisation.
- 5.3. JL expressed his concern with the proposed titles 'President' and 'Vice President' which give the impression of power and could create confusion with the roles of the Chair and Chief Executive. JL would prefer for alternative titles to be considered.
- 5.4. SW, through her role as Editor of *Psychologies* magazine, has access to celebrity contacts. She could approach some celebrities to see if they would be interested in being a UKCP Patron.
- 5.5. DF shared JL's concerns about the titles President and Vice President. DF also supported the idea of approaching celebrities but said we should exercise caution – having a celebrity associated with the organisation also presents a degree of risk.
- 5.6. AJC said that the UKCP Patron should be above celebrity culture. AJC also suggested 'Ambassador' instead of President or Vice President.
- 5.7. **The Board were in favour of a high profile Patron and Ambassador with a clearly defined role description and delineation.**
- 5.8. **SN will talk to SW offline and will work up titles and potential appointees.**

6. Finance Update and membership Progress

- 6.1. DF gave an update on finances.
- 6.2. Concerns about the possible 10% drop in membership due to the pandemic didn't materialise. This demonstrates the resilience of the membership in the face of Covid-19 and says a lot about the organisation.
- 6.3. The annual audit is underway and the auditor's report will come to the Finance, Risk and Audit Committee (FRAC) meeting on 29 January 2021. No issues have been identified so far.
- 6.4. The continual increase in Complaints and Conduct Process (CCP) costs remains a concern.

- 6.5. DF is still trying to arrange a meeting between the auditors and the Humanistic and Integrative Psychotherapy College (HIPC) to resolve historic issues concerning HIPC's use of a separate bank account. The delays in arranging the meeting have been caused by the auditor which is a concern. **The Board were in support DF over his concerns.**

7. AOB

- 7.1. SN has been advised today that 2 new Organisational Members have been approved for UKCP membership, which is great news.
- 7.2. Thanks and appreciation were given to the Co-opted Trustees (DC and the absent BK) for their great contribution to the Board during their time as trustees. Both DC and BK will be ending their term of office on 31 December 2020.

CW and AM joined the meeting at 16:35

8. College for Children and Young People (CCYP)

- 8.1. The Board discussed the '*College for Children and Young People (CCYP) – Proposed Structure*' paper submitted by Jill McWilliam, CCYP Chair, on behalf of the CCYP Executive.
- 8.2. The paper outlined the proposal for further development and expansion of the CCYP governance structure for which Board approval was requested.
- 8.3. As background, the Board were updated on the current internal conflict within the CCYP Leadership Team which could pose a reputational risk to the organisation.
- 8.4. SN reported that a separate proposal for the CCYP structure had been received from Jocelyn Quennell, CCYP Leadership Team member. The fact that an alternative, unauthorised proposal had been sent was further illustration of the lack of unity within the CCYP leadership.
- 8.5. **The Board had not seen the alternative proposal paper and unanimously decided not to give it any consideration.**
- 8.6. **After due consideration, the Board unanimously rejected the '*College for Children and Young People (CCYP) – Proposed Structure*' submitted by the CCYP Executive.**
- 8.7. **The Board unanimously decided on the following actions:**
- **All work on the proposed new structure and development of CCYP is to cease.**
 - **The CCYP regulatory functions currently carried out by CCYP are to be carried out by the UKCP Office.**
 - **A College Review of CCYP will be carried out which will be undertaken by the UKCP Office.**
- 8.8. **MP will communicate the above decisions to CCYP by email w/c 14 December 2020.**

9. Closed Session

- 9.1. The meeting ended with a closed session which covered the following items:
- Universities Training College (UTC)
 - Universities Psychotherapy and Counselling Association (UPCA)

10. Next Meeting

10.1. Friday 12 February 2021, 14:00 to 17:00, online by Zoom.

Minutes Approved

Signed:

Print:

Title:

Date:

APPROVED