



**UK Association for Humanistic  
Psychology Practitioners**

## **Board of Directors Meeting (*Minutes*)**

*April 24th, 2021*

**Online via Zoom**

**PRESENT:** John Fletcher (Chair), Derek Lawton, Bill Stanley, Liz Shelley, Gary Shepherd, Kathrin Stauffer, Emmeli Sundqvist and Jan Holton (Administrator),

**APOLOGIES:** Vicky Karkou

### **1. MINUTES OF LAST MEETING**

The minutes of the last Board Meeting on February 27<sup>th</sup>, 2021 were approved with the following amendments to Any Other Business.

- Derek put on the table for discussion the future possibility of the Membership and Accreditation Committees merging, amalgamating the registration and accreditation functions. It was agreed that John should contact Membership Committee members and Kathrin discuss the possibility with the Accreditation Committee.
- Derek reported that Self and Society was no longer being published by Routledge and had been handed back to AHPb. It is being distributed online. The possibility of negotiating a deal with AHPb for UKAHPP members to access the publication to be discussed at a later date.

### **2. MATTERS ARISING.**

The Membership Committee have been informed that Gary Shepherd has stepped down as Chair and the members were sorry to lose him. No objections had been raised to the possibility of merging with the Accreditation Committee.

### **3. FINANCE UPDATE**

- It was agreed to maintain zero expenditure on meetings for 2021 and so all meetings will be online.
- The Board agreed that expenditure should be presented in the format of cost centres every month and the Treasurer will be requested to do this.

### **4. COMPLAINTS PROCEDURE REVISION**

The Ethics Committee have been revising the Complaints Procedure and asked the Board's agreement to change the make-up of the Adjudication Panel from 4 members to 3. It would be made up of:

Ethics Chair

Lay Member

Higher Accredited UKAHPP Member (of the same modality as the subject of the complaint)

This was agreed.

It is the intention to provide training for a pool of UKAHPP members who can be called on to sit on an Adjudication Panel. Training will not be required for the Lay Member.

### **5. PSA REACCREDITATION**

It was reported that the PSA have decided to charge a minimum annual reaccreditation fee for Registers of £10,000 and a maximum of £60,000. This is a departure from the expectation at the consultation feedback meeting in December 2020 that a per-registrant fee would be adopted which would be fair and equitable. There is no question of the minimum payment being reduced. The Board had agreed that an application for reaccreditation for 2021 will go ahead but a case will continue to be made for a per-registrant fee. John and Derek have asked for a meeting with Alan Clamp, the Chief Executive of PSA.

### **6. ANY OTHER BUSINESS**

- The length of time personal information about previous members should be retained was discussed. In line with data protection policy, it is 6 plus 1 years but exceptions to this will be discussed at the next meeting.
- It was reported that 5 more Accredited Register bodies have joined SCOpED including the National Counselling Society and the Association of Christian Counsellors.

**DATE OF NEXT MEETING: 19<sup>th</sup> June 10.30am via Zoom**



**UK Association for Humanistic  
Psychology Practitioners**

## **Board of Directors Meeting (*Minutes*)**

*June 19th, 2021*

**Online via Zoom**

**PRESENT:** John Fletcher (Chair), Derek Lawton, Bill Stanley, Kathrin Stauffer and Jan Holton (Administrator),

**APOLOGIES:** Vicky Karkou Liz Shelley, Gary Shepherd and Emmeli Sundqvist

### **1. MINUTES OF LAST MEETING**

The minutes of the last Board Meeting on 24<sup>th</sup> April 2021 were approved.

### **2. MATTERS ARISING.**

The possibility of the Membership and Accreditation Committees merging, amalgamating the registration and accreditation functions to be kept for a future agenda.

### **3. FINANCE UPDATE**

- No Treasurer's Statement had been received and it was reported that Albert Punzalan had resigned with effect from 30<sup>th</sup> June.
- It was agreed that REACH should be approached for a volunteer Treasurer with a book-keeping function. Derek offered to hold the position temporarily.

### **4. ANNUAL AUDIT REPORT**

The Registrar had submitted his Audit Report to the Board. All participants were compliant, and the Report was accepted.

## **5. PSA REACCREDITATION**

The Board discussed the ongoing communications with the PSA following the proposal for a fundamental change in their role and a departure from the expectation at the consultation feedback meeting in December 2020 that a per-registrant fee would be adopted which would be fair and equitable. The Board had agreed that an application for reaccreditation for 2021 will go ahead but a case will continue to be made for a per-registrant fee. The Board are also concerned that the PSA will be assessing the efficacy of occupations which is a departure from one of their founding design principles. An urgent statement will be prepared for the UKAHPP members to inform them of these developments.

## **6. WEBSITE/MARKETING**

- The database has been transferred to the website and a meeting with Fiddlybits planned in the next few weeks.
- A marketing strategy should now be a priority. A brief is needed for Gary Shepherd and should be discussed over this summer.

## **7. SCoPEd STATEMENT**

UKAHPP have not as yet declared their position and members need to be informed before a statement is issued. John said he would circulate a draft to the Board.

## **8. ANY OTHER BUSINESS**

- John will be stepping down as Chair at the end of his term on October 30<sup>th</sup> 2021
- Bill will be stepping down as Registrar on June 30<sup>th</sup> 2021 and the Board expressed their huge appreciation for his contribution to UKAHPP in this role and on the Board for many years.
- The Accreditation Committee had prepared a report on Equality and Diversity which would be discussed at the next meeting. Amendments to the CPD Policy and Breaks in Practice Policy are also being considered.

**DATE OF NEXT MEETING: 31<sup>st</sup> July 10.30am via Zoom**



**UK Association for Humanistic  
Psychology Practitioners**

## **Board of Directors Meeting (*Minutes*)**

*July 31st 2021*

**Online via Zoom**

**PRESENT:** John Fletcher (Chair), Derek Lawton, Gary Shepherd, Liz Shelley, Kathrin Stauffer, Emmeli Sundqvist and Jan Holton (Administrator),

**APOLOGIES:** None

### **1. MINUTES OF LAST MEETING**

The minutes of the last Board Meeting on 19<sup>th</sup> June 2021 were approved.

### **2. MATTERS ARISING.**

- The Role of Chair – as John will be stepping down as Chair at the end of his term on October 30<sup>th</sup> 2021 plans for the future have been discussed.

### **3. PSA UPDATE**

- The Board discussed the ongoing situation and agreed that it is in UKAHPP's interest to maintain PSA accreditation while finding a balance with the values that are important to the organisation. It is hoped that the issues of disproportionate funding and the proposed assessment of the efficacy of treatments can be resolved.
- There has been no response from the PSA regarding their position on NICE or on funding.
- A briefing paper has been drafted and sent to the Board. When it has been agreed it will be widely circulated for the purpose of informing interested parties how the psychotherapy and counselling profession will be affected by the PSA's proposed changes.
- There is a new condition on UKAHPP's accreditation – Condition 16 regarding Public Interest and this will be attended to in December or January.

#### **4. WEBSITE/MARKETING**

- It is hoped that the new website will be launched before October 31<sup>st</sup>.
- A social media policy is required, and Gary agreed to look into this

#### **5. SCoPEd STATEMENT**

UKAHPP have not as yet declared their position. It was agreed that the Board should discuss this at the next meeting. In the meantime, it would be helpful to look at the statements of BACP and UKCP in order to come to a decision as to where the Board stands. John would circulate a list of concerns.

#### **6. ANY OTHER BUSINESS**

Kathrin had circulated a cv for a potential new member for the Accreditation Committee – Lilimani and her appointment was agreed.

**DATE OF NEXT MEETING: 18<sup>th</sup> September 10.30am via Zoom**



**UK Association for Humanistic  
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## **Board of Directors Meeting (*Minutes*)**

*September 18<sup>th</sup>, 2021*

**Online via Zoom**

**PRESENT:** John Fletcher (Chair), Liz Shelley, Kathrin Stauffer, Emmeli Sundqvist and Jan Holton (Administrator),

**APOLOGIES:** Vicky Karkou, Derek Lawton, and Gary Shepherd

### **1. MINUTES OF LAST MEETING**

The minutes of the last Board Meeting on 31<sup>st</sup> July 2021 were approved.

### **2. MATTERS ARISING.**

- SCoPEd Statement – is still being considered and is linked to developments with the PSA

### **3. ROLE OF CHAIR**

John submitted his letter of resignation from the position of Chair and from the Board of Directors effective from October 30<sup>th</sup>

- The Board discussed how to proceed if a new Chair does not come forward.
- The possibility of Board Directors taking on the role of Chair in rotation was considered.
- The cv for Irene Dudley- Swarbrick, from Edge Hill University was circulated and it was agreed to invite her to the next Board Meeting.
- Stephanie Woolcott, a lay member on the Ethics Committee is also being approached for Board membership and will be invited to the next meeting.
- A nominated person for communications with the PSA is required.

### **4. PSA UPDATE**

- It was reported that the PSA have convened a meeting of Counselling and Psychotherapy Registers to discuss how to evidence the efficacy of treatments. This will be on 21<sup>st</sup> September.
- Derek was congratulated for the excellent, very well researched briefing paper. This has been widely circulated and responses are being received.

#### **5. WEBSITE/MARKETING**

- Meetings continue with Fiddlybits and it is hoped that the new website will be launched before October 31<sup>st</sup>.
- Protocols and a social media policy are required.
- The membership database has successfully been transferred to the new website.

#### **6. ANY OTHER BUSINESS**

There was no other business.

**DATE OF NEXT MEETING: 16<sup>th</sup> October 10.30am via Zoom**





**UK Association for Humanistic  
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## **Board of Directors Meeting (*Minutes*)**

*October 16th, 2021*

**Online via Zoom**

**PRESENT:** John Fletcher (Chair), Derek Lawton, Vicky Karkou, Liz Shelley, Kathrin Stauffer, Emmeli Sundqvist, Stephanie Woolcott, Irene Dudley-Swarbrick and Jan Holton (Administrator),

**APOLOGIES:** Gary Shepherd

### **1. APPLICATIONS TO THE BOARD.**

Welcome to Irene Dudley-Swarbrick and Stephanie Woolcott who have volunteered for co-option on to the Board as lay members. They made short presentations to the Board and then left the meeting for the Board to vote on their offers. The Board unanimously approved Irene's and Stephanie's co-option.

### **2. MINUTES OF LAST MEETING**

The minutes of the last Board Meeting on 18<sup>th</sup> September 2021 were approved.

### **3. MATTERS ARISING.**

These are contained in the main agenda.

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### **4. CHAIR SUCCESSION**

John's resignation from the Chair and from the Board of Directors is effective from October 31<sup>st</sup>. There was discussion on how the Board should proceed and Derek volunteered to resume the role of Chair if needed. He left the meeting for the Board to take a vote and his offer was unanimously accepted.

### **5 PSA UPDATE**

John and Derek reported on the meeting of Counselling and Psychotherapy Registers which they had attended on 21<sup>st</sup> September where it was discussed how the efficacy of treatments can be evidenced. The PSA are employing NICE to advise them. Other small Registers voiced concerns and the Board discussed the way forward.

## **6. WEBSITE/MARKETING**

- Meetings continue with Fiddlybits and it is hoped that the new website will be launched by the end of November.
- Protocols and a social media policy are required, and Stephanie volunteered to look into this and liaise with Emmeli and Irene.

## **7. CHAIR, COMMITTEE AND ADMINISTRATOR'S REPORTS.**

Emmeli had forwarded the following EC documents to the Board for approval of amendments made:

- Adjudication Panel
- Adjudication Hearing Procedure
- Complaints Procedure Flow Chart
- Complaints Coordination role
- EC Progress Report

The documents are for briefing panels and there has been no change to policies or procedure. Minor suggestions were made and the documents approved. Stephanie was thanked for a superb job in reviewing the documents.

## **8. ANY OTHER BUSINESS**

Financial functions following the resignation of Albert Punzalan – Derek volunteered to oversee income and expenditure.

The Board wished to record a huge thank you to John for his great contribution as Chair and as a member of the Board since September 2013. In recognition of his contribution, he has been granted Honorary Life Membership.

## **9. DATE OF NEXT MEETING: 11<sup>th</sup> December 10.30am via Zoom**



**UK Association for Humanistic  
Psychology Practitioners**

## **Board of Directors Meeting (*Minutes*)**

*December 11<sup>th</sup> 2021*

**Online via Zoom**

**PRESENT:** Derek Lawton, Liz Shelley, Emmeli Sundqvist, Stephanie Woolcott and Jan Holton (Administrator),

**APOLOGIES:** Irene Dudley-Swarbrick, Vicky Karkou, Gary Shepherd and Kathrin Stauffer

### **MINUTES OF LAST MEETING**

The minutes of the last Board Meeting on 16<sup>th</sup> October 2021 were approved.

### **MATTERS ARISING.**

These are contained in the main agenda.

### **MAIN ITEMS**

#### **1. HONORARY LIFE MEMBERSHIP**

The Board agreed to extend the merit award of Honorary Life Membership to any member who has held office as UKAHPP Chair of Directors for a full term of three consecutive years, in addition to the current criteria of making an outstanding contribution to the UKAHPP or Humanistic Psychology. It was agreed to award Honorary Life Membership to Sylvy Early for serving as Chair and to Bill Stanley for serving as Chair and as UKAHPP's Inaugural Registrar.

#### **2. ETHICS COMMITTEE: Approval of Documents**

Subject to minor amendments, the Board approved new and amended Ethics Committee documentation. The Board also expressed appreciation for the hard work these amendments entailed.

#### **3. WEBSITE**

The public face of the website has yet to be finally decided. The Board members are to be sent a link to the new website and asked for feedback before the launch is agreed hopefully in January.

#### **4. PSA**

- The Board approved the content of its Efficacy Standard for submission to the PSA. It was also agreed that the document may be shared with other counselling and psychotherapy register holders but in no way should this be construed that the PSA and other register holders have the authority to set efficacy standards for the counselling and psychotherapy profession.

#### **8. ANY OTHER BUSINESS**

- The EC is asking for changes be approved to the Self and Peer Appraisal Process -0 this item will be carried forward to the next Board Meeting.

#### **9. CLIMATE EMERGENCY & MENTAL HEALTH PSYCHOLOGICAL PROFESSIONS SUMMIT**

Gale Burns joined the meeting to give a report on the UKCP Summit that he had attended to consider the effect of climate change on mental health. The group had agreed to draw up a statement of the role of psychological therapies in the climate crisis. Gale said he would keep the Board informed of progress.

#### **10. DATE OF NEXT MEETING: 22<sup>nd</sup> January 2022 10.30am via Zoom**