

National Counselling and Psychotherapy Society  
& National Hypnotherapy Society  
SOCIETY COUNCIL MEETING  
1<sup>st</sup> May 2024 – 11am via Teams

**In Attendance:**

Liz McElligott (Societies Chair)  
Jyles Robillard-Day (Interim CEO)  
Gerry Wilmore (Society Deputy Chair)  
Camilla Hyland (Head of Operations)  
Meg Moss (Head of Policy and Public Affairs)  
Faye Blackwell (Head of Engagement & Development)  
Kate Mahoney (Head of Training Services and Professional Standards)  
Rachael King (Professional Conduct Officer)  
Tina Russell (Lay Council Member)  
Ted Sangster (Lay Council Member)  
Harriet Mortimer (Lay Council Member)  
Phillip Rees (Observer)  
Nicola Semple (EA - Minutes)

**1 Apologies**

Apologies were received from Rob Kidd (Lay Council Member)

**2 Minutes of the last Council Meeting**

The minutes of the last Council Meeting held on 30<sup>th</sup> November 2023 were agreed by the Council.

**3 Conflicts of Interest**

None

Liz officially opened the meeting and thanked everyone for their attendance.

**4 Report from CEO – Jyles Robillard-Day**

- Personnel changes – we now have a Head of Operations and a Compliance Officer.
- Membership numbers are increasing.

■ We are completing a full PSA renewal this year ■

- We are preparing for our second conference at the beginning of June with the theme Human Connection. We have held a conference in NI which was very well attended. We have attended the Health & Wellbeing Conference, and we are attending The Primary Care conference in a couple of weeks. We also attended the Watercooler event and Suicide & Co conference. Our Child Ambassador will be the Keynote Speaker at their conference next year under the NCPS banner.
- We recently completed a membership survey and are gathering the information.
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- We are developing our existing website to make it more user friendly.
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- We are in the process of increasing our individual membership fees to £150.
- We are looking to increase our Regional Support Groups.
- SCoPEd – we have been looking at the requirements for the columns and ensuring our training provider forms are supporting the training providers with their applications. Our Current Senior Accredited individual membership is being updated.
- As the Societies are growing, we will need to increase our staffing levels and wonder if anybody has any suggestions how we can keep our ethos.
- We are looking to outsource some areas, does anybody have any guidance.
- With regards to the outsourcing, ensure that you are happy with the level of authority given and you still have a say.
- On the reports in future please could we add a chart of progress or colour code to allow the Council Members where the growth is happening. Could terms of reference be sent with the reports.
- If looking at increasing your staff maybe start with the conferencing side and coming alongside your members.
- By increasing your regional groups, you are keeping the culture and feel the Societies are on the right track.

## 5 Update from Head of Training Services and Professional Standards – Kate Mahoney

- It was requested that a list of the Training Providers is submitted to the Council Members so they can be sure there is no conflict of interest. It was agreed that a list will be provided with the minutes and future reports will include any new Training Provider details.

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- We have contracted a couple of assessors and are in the training phase.
  - We now have a Compliance Officer who is the Gatekeeper for all the complex applications.
  - We have had an increase in face-to-face CPD events.
  - New forms have been produced for Training Providers to cover SCoPEd Columns A & B.
  - We have also had our first completed application for our Advanced Specialist CYP.
  - Benedict Eccle has joined the Professional Standards Committee.
  - Confirmed the regional visits were chosen by who we haven't seen for a while, however if there is a Training Provider who is in need of a visit that will happen.
  - We now charge assessment fees for applications.

- What do we do about individuals not being able to afford CPD events? We do not stipulate what the Training Provider charges. We do have Training Providers that offer low-cost CPD. We do have a platform on our website which is low cost. We also ensure that our Training Providers have an EDI Policy. We could look into the suggestion of a free CPD session if a Training Provider was willing to work with us on that.

## **6 Update from the Head of Engagement and Development – Faye Blackwell**

- Confirmed that a list of our Organisational Members will be provided with the minutes and future reports will include any new Organisational Members details.
- Organisational Membership is growing. The strategy last year did not work, and we looked at the benefits being offered and are now focusing on quality. We do spend more time with our organisations. We are looking into ways to increase our RCS figures.
- Our work with NI Education Authority is becoming successful, they are now accepting our members and sending us tenders. The conference went really well and was open to everyone, not just NCPS members. We are looking to move to other nations.

- [REDACTED]
- [REDACTED]
- Regional Groups are for practitioners to come together informally. How do we encourage other members to come forward?
  - It was suggested that CPD could be offered to do these groups, a place to share dilemmas, discuss Code of Ethics, Stewardship. Maybe a member who has been active and is now semi-retired who would like to stay in the industry. Offer of payment? NCPS to run a social event for a chance to get together and introduce the Regional Groups.

## **7 Update from the Professional Conduct Office – Rachael King**

- Audits are now under the Compliance Officer role in Membership Services.
- Complaints are coming in as the membership is growing.
- We had two appeals last month.
- Sharing our Consensual Disposal process.
- We are hoping to recruit in this department.

## **8 Communications Update – Presented by CEO**

- With the membership numbers increasing so is engagement.
- The magazines are at a good point now.
- We are starting to put together the Student Magazine again and would like this to go across the UK. There will be some research done and we will approach the Training Providers to ask if they would be happy to share. [REDACTED].
- Are we shouting out to our members with everything we are doing in the background? We do an end of year newsletter where we state what we have accomplished during the year.
- Do we keep up with the news and have a presence on social media? We do have processes where we see what is happening and respond appropriately.

- It would be good to see what is going on. We did have a My Team Page on our website, and it may be good to add this again.

## 9 Update from the Head of Operations – Camilla Hyland

- Membership figures are increasing.
- We have new structure in the Membership Services Team. The team are dedicated, and hardworking and it is good that is opportunities to progress.

[REDACTED]

## 10 Update from the Head of Policy and Public Affairs – Meg Moss

- We have been collaborating with others on campaigns.
- We do have our own campaign and our next one is on Human Connection.
- We have been building relationships.
- Does anybody have any feedback on the poll? It was suggested not to ask, “Have you or anyone you know”.
- Does anyone have any advice on obtaining information on AI. There are podcasts out there, it may be worth listening and commenting in the comments.
- We do have blog posts that shout about what we are doing, it may be worth looking at bringing these to the forefront of the website.

## 11 Any Other Business

None

## 12 Date of Next Meeting

Next meeting is arranged for Wednesday 16<sup>th</sup> October 2024.

Liz thanked everyone for attending today.

Jyles finished the meeting by thanking everyone for joining today and for the productive meeting. It is great to have a forum where we can share.

If anyone does have any ideas or questions following the meeting, please feel free to email us.