

EDI/BIIDE Committee

Attendance sheet

Name	Representation
Joanne Hipplewith	EDI (BIIDE) Committee Vice-Chair, CFCSP Rep
Charles Brown	Individual Therapist
Fuad Buraimoh	Individual Therapist
Jo Parker	Individual Therapist
Pamela Vickers	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 Liaison
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>
Manshant Rani Kaur	Council for Psychoanalysis and Jungian Analysis College (CPJAC)
<i>No Representation</i>	<i>Humanistic and Integrative Psychotherapy College (HIPC)</i>
<i>No Representation</i>	<i>Psychotherapeutic Counselling and Intersubjective Psychotherapy College (PCIPC)</i>
Ruth Millman	Universities Training College (UTC)

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

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AGENDA

Meeting Date:		Friday 19 July 2024	Time: 14:00-16:00	
Venue:		By Zoom		
Item	Time	Description	By	Paper (X)
1	14:00	Introductions & apologies	WDB	
2	14:05	Minutes of the last meeting and matters arising	WDB	
3	14:20	Staff/SMT update	EB	
4	14:35	Board update; recruitment of chair	WDB	
5	14:50	Colleges update	ALL	
6	15:00	<i>Break (10 minutes)</i>		
7	15:10	Action plan	WDB	
8	15:25	Items for discussion; College feedback template Interest for recruiting panel Anonymising minutes Team building ideas	WDB	
9	15:50	AOB	WDB	
	16:00	<i>End</i>		

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1. Introductions & apologies - WDB

Present: WDB, EB, LS, RK, CB, PV

Interpreters: not applicable

Apologies: JP, VN, CC, FB, JH, KS

2. Minutes of the last meeting and matters arising - WDB

Minutes and matters arising – all agreed.

3. Staff/SMT update

EB not present for her update but a paper with the update was circulated before the meeting.

4. Board update; recruitment of chair - WDB

Recruitment of chair – currently advertising, closes 15/08/2024, shortlisting will follow, hopefully have someone in place by September.

Board update – report to committee was emailed to committee members, WDB term of office ends in March 2025, WDB will be driving momentum between committee meetings and liaising with chairs of colleges, strategy launch in November, Board comes up with strategy and action plan will be mapped to 4 pillars of UKCP strategy.

Concerns that the action plan keeps changing and the committee is stagnant. WDB confirmed that the committee is there to review the action plan every 3 months.

Action - If the chair is absent in future, members should be notified before the meeting.

Report – college involvement, there are colleges that are not represented at the committee, WDB will pick up communication from colleges and report back on their behalf, WDB has put forward to the board that EDI needs its own comms thread, how do we communicate and what is going on in the committee.

WDB confirmed there are things happening in the action plan that are moving forward and there are some things that are more long term that may require reviewing in terms of timeline.

WDB talked about changing the layout of the action plan and asked if the group were happy for him to make changes. Some members had not seen the action plan and WDB confirmed it is available on the UKCP website.

Action – members would like a link to the action plan with the meeting information.

Coalition for anti-oppressive practice - the Race is Complicated Toolkit was launched in November last year and was reviewed in June. Chair stepped down and there is a temporary chair at present being supported by WDB.

EB confirmed that a UKCP staff representative will be attending the next coalition meeting.

Members forum – currently no EDI representation but UKCP governance team have said that committee members will be invited in future. Dates for members forum is set by members and we do not have a schedule of meetings. Dates to be communicated as soon as possible to committee members. Committee members to confirm if they would like to attend.

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Volunteer induction dates – as above for volunteer induction days. Committee members to confirm if they would like to attend.

Minutes at meetings – in future should discussion points be included in the minutes rather than individual's names and specific comments being noted. The committee were asked if they were happy with that, and the group said that this seemed quite defensive. One of the reasons for the suggested change was to protect committee members and ensure the meeting is a safe space. It was agreed that if people did not ask for the information to be kept confidential that it would be included in the minutes.

RAPMC – terms of reference do not include EDI and WDB has requested to the board that this be changed. WDB has asked for his name to be put down as a representative.

UKCP members survey – still needs to be reviewed against action plan. WDB asked if we need a separate working group to ensure EDI is included. Members felt it should be opened up to wider committee members not present. Suggested that chair/vice chair lead on working group and additional committee members be invited as needed or at a later date.

UKCP office – WDB said that a new job role for UKCP EDI staff member has been put forward to board.

Strategy following election – LGBTQIA+ special interest group put forward to board. There are no other specialist interest groups and was discussed that it might be more inclusive to consider all community groups. Board have proposed that special interest groups are supported and overseen by EDI/BIIDE committee. Members were not opposed to this proposal.

Interview panel – WDB looking for volunteers for interview panels with regard to EDI representation. Who would be willing to be considered to be emailed if an interview panel is required. RK/SH are happy to be considered for interviews. PV is happy to be considered before the end of September. RK said that she is only available for online representation. Also need EDI panel representation at conference but in-person only. This is because it is the first conference for a period of time but hybrid will be considered in future.

5. Colleges update - ALL

HIPC – EDI working group have been meeting every week for 4 weeks with HIPC training standards around EDI issues and embedding EDI into training. Also meeting with HIPC ethics committee and delegates meeting around EDI issues. Also looking at trans training for OM delegates. There was also a note to include EDI for children as well as for adults. There is a real sense of progress towards change that is feeding into the HIPC action plan. PV is only representing HIPC until September and is speaking to them about future representation.

CPJA – making a space for EDI representation to report into the executive committee.

Action - CB to confirm with RK what the process is for feeding into the CPJA executive committee.

15:26 BREAK (5 MINUTES)

6. Action plan - EB

Is there a bigger conversation around the visibility of action plan within the committee. Do we go

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through changes in the meeting and go through each section or do we focus on one section. It is understood that the vice chair is responsible for driving the action plan forward in between meetings.

7. Items for discussion

College feedback template

Action – WDB to look at template and send out to committee members to review

8. AOB

It was generally felt that it is unsatisfactory to have such a small number of members at the meeting. Do we need a minimum number of attendees for the committee to operate? Do we need to revisit the commitment that is required? Suggested that we include in terms of reference how many meetings people should attend to be part of the committee, i.e. 3 out of 6 meetings. Meetings need to provide interest to ensure people want to attend. We could call a meeting with all members to discuss and agree a way forward. Requested that vice chair be responsible for looking into this and consider having a written contract/agreement with members to agree commitment.

Action – add to future meeting for discussion.

Action points have not been addressed.

Action - WDB to talk to EB to get an update on open and pending actions.

Action – LS to make sure subgroups are included on minutes and agenda documents.

WDB gave his apologies for the next meeting as he has committed to a staff away day.

9. Next Meeting:

Friday 20th September 2024

Friday 15th November 2024

Summary of action points	Owner	Date action required	Update - Open/Closed
ACTION POINT 49: HW to look into support for subgroups with minutes.	HW	UKCP governance team testing some software.	PENDING - ON AGENDA
ACTION POINT 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.	PENDING – ON AGENDA

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ACTION POINTS 55: HW and EB to communicate to UKCP staff colleagues about the EDI/BIIDE committee.	EB/HW		PENDING – ON AGENDA
ACTION POINT 56: To make it a stipulation that colleges must feed back to the committee.	KRF	JH to create template and share at next meeting.	PENDING – ON AGENDA
ACTION POINT 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		PENDING – ON AGENDA
ACTION 63 Colleges update – languages/updates sub group	JH	JH will schedule a meeting for the languages/updates sub group.	PENDING – ON AGENDA
ACTION 66 Focus on team building and responsibilities at next meeting. Add to agenda next time	JH		OPEN
ACTION 67 EB to bring EDI member data report to next meeting	EB		OPEN – BEEN ON AGENDA BUT NOT DISCUSSED. EB WILL PICK UP APPROACH WITH NEW CHAIR
ACTION 69 Members would like a link to the action plan with the meeting information	LS		PENDING - CIRCULATED
ACTION 70 CB to confirm with RK what the process is for feeding into the CPJA executive committee	CB/RK		OPEN

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<p>ACTION 71 WDB to look at template and send out to committee members to review</p>	WDB		PENDING – ON AGENDA
<p>ACTION 72 Add attendance issues to future meeting for discussion</p>	JH		OPEN
<p>ACTION 73 WDB to talk to EB to get an update on open and pending actions</p>	WDB/EB		CLOSED
<p>ACTION 74 LS to make sure subgroups are included on minutes and agenda documents</p>	LS		CLOSED