The British Council for
Therapeutic Interventions With
Children Limited

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www.bctiwc.org/

Minutes of the Meeting held

Thursday 17 October 2019 at 39, Elm Quay Court, London SW8

Present:
Lorna Lewis (LL) – Chair
Lynne Souter Anderson (LSA) – professional member
Mandy Posnett (MP) – professional member
Anna Doherty (AD) – lay member
In attendance:
Monika Jephcott (MJ) PTUK
Jeff Thomas (JT) PTUK

1. **Chair's opening remarks**
   Chair welcomed everyone to the meeting.

2. **Apologies for absence**
   Christine Truelove due to ill health.

3. **Conflict of Interest Declaration**
   LL reminded members of the requirement to declare any specific conflict of interest for agenda items. LSA declared membership of the BACP and National Counselling Society.

4. **Minutes of meeting held on 07.03.19**
   These were agreed as a correct record.

5. **Matters arising**
   None

6. **Fortuna**
   JT explained that Fortuna is a planned replacement for Caerus. Although it was initiated by Microsoft's dropping support for Access runtime, the main advantages are that no software is required on registrants' machines therefore there should not be any problems caused by installation issues, out of date versions, wrong files being returned to PTUK and back-ups will no longer be required by registrants. Also multiple users within an organisation can work together. If records are being kept, as is suggested, detailed checking of data should be able

to be done at any time, which will spread the PTUK office work load. The main difference with Fortuna is that being a Cloud based application, users will need access to the Internet. JT/MJ would like to have Fortuna in use for February 2019 for re-accreditation but they are unsure whether Fortuna will be totally ready to be in use although testing is well underway.

7. **Risk Management**

The first stage of the implementation of the Risk Management plan has started with Susannah Bradley producing a smaller report summarising points for Registrants and updating the check lists to be used. These activities have been delayed because of unanticipated calls on the time of MJ and JT in recent months. The shortened version will need to be approved by BCTIWC then the shortened checklists can be sent to registrants, which will ask all registrants to check areas for risk management in the places that they are working. JT/MJ are grateful to Susannah Bradley for taking this over from JT and for the excellent work she is doing, BCTIWC would also like to record their thanks to Susannah for her work.

8. PSA Meeting/ Reaccreditation

[Redacted] This process starts in February and in previous years has been completed by March/April. This year it looks as if it will be November before it will be completed. The major problem is that new questions have been raised continuously and previous knowledge had not been taken into account. After discussion it was decided that BCTIWC would support JT and MJ with submitting a joint BCTIWC/ PTUK document as a response.

9. PTUK Directors Report (MJ/JT)

Child Mental Health Charter Parliamentary Activities

JT/MJ explained that their work supporting the Child Mental Health Charter continues. Their concern is that, although reform of the Mental Health Act has been included in the Queen's speech it does not include children and so far is only concerned with patients in mental health hospitals. (There are approximately 250 children in mental health hospitals as compared to approximately 1.4 million children with mental health problems). A White Paper has been promised by December and JT/MJ believe that it's very important that the principles of the Charter are included. Sir David Amess MP has said he will speak on behalf of supporting this in the House soon. Support for the EDM continues to grow. Looking to the future MJ/JT are anticipating that this will be a long campaign.

New Project [Redacted].]

New Project [Redacted.]

Development of On-Line Modules

JT/MJ reported that it became apparent during the APAC Summer School that some content, especially that related to research and neuroscience, had expanded and would be best taught through on-line modules. This would make the teaching more interactive and enable better measurement of learning as well as avoiding dilution of the experiential material.

An authoring tool and platform has been chosen [Redacted] 10 subjects have been selected and a small team of developers have been recruited from Course Directors with the target date of the end of December.[Redacted.]

Submission of evidence to Public Accounts Committee

JT/MJ reported that PTUK has written evidence to the Committee for a report on the support of pupils with special educational needs and disabilities in England. This Committee scrutinises the value for money, the economy, efficiency and effectiveness of public spending and generally holds the government and its civil servants to account for the delivery of public services.

Delegation

MJ/JT reported that they are continuing the process of delegating responsibilities from themselves. JT has delegated the advertising of APAC courses. BCTIWC would like to record that they think this process is essential and that it is good to see that MJ/JT are continuing to look into ways in which they can work towards reducing their workload.

10. Review of membership in the Member Agreement Document

The BCTIWC Member Agreement approved March 2015, stated that the term of membership of BCTIWC should be 4 years. Council agreed that it was in the interest of the smooth running of the Council for members to be able to extend their membership for further terms of 4 years because it can take Council members several years to fully understand all the details of the quite complex situation.

It was also agreed by Council that as BCTIWC is composed of five members; three of whom are lay members including its Chair, a majority of lay members must be present for a BCTIWC meeting to be quorate.

It was agreed by Council that to try to ensure a majority of lay members are present more lay members could be invited to join the Council.

11. Financial Report

[Redacted].

LL reported that the annual accounts for 2018/19 had been prepared by Kemp, Carr, Brown Ltd and posted on the Companies House website.

12. Update on preparation of Annual Report for PSA

Partly due to the delay with this year's reaccreditation it was agreed that the next Annual Report would be completed during early 2020 as it was thought it would be sensible to await the outcome of reaccreditation which is later than previously intended but it would be closer to the date of the next reaccreditation.

13. Any other business

As Denis Puttock is due to retire from his post as financial consultant of BCTIWC, it was agreed that a candidate would be approached to replace him.

The PTUK 2020 Conference will be held in Crewe on June 13th and the Keynote Speaker will be Joy Hastler.

14. Date of next meeting

Thursday 20th February 2020

NB This meeting was not quorate as at the last minute one lay member could not attend due to ill health, it was decided to go ahead with the meeting with two lay people and two professional representatives plus MJ and JT as there was urgent business to discuss.