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## *MINUTES OF THE PUBLIC PROTECTION COMMITTEE*

*Held on Tuesday 3 August 2021, Teams Meeting at 10 am*

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Present: Velia Soames (VS), Acting Chair & Lay Committee Member  
Humza Chaudhry (HC), Lay Committee Member  
Stacey Goldman (SG), BACP Committee Member  
Ewan Malcolm (EM), Lay Committee Member  
Philip Matthews (PM), Lay Committee Member  
Mervyn Wynne-Jones (MWJ), BACP Committee Member

In attendance: Fiona Ballantine Dykes (FBD), Chief Professional Standards Officer  
John O'Dowd (JO'D), Acting Registrar  
Gemma Fay (GF), Hearings Manager  
Beckie Grace (BG), Assistant Registrar - Entry and Maintenance  
Tracy Shrimpton (TS), Clerk

### **27/21 Welcome, Apologies and Declaration of Conflicts of Interest**

The Acting Chair and CPSO acknowledged with gratitude the work of Moira Sibbald, immediate past Chair, and Christina Docchar, past Registrar, on the development of the PPC and work undertaken in the BACP Registrar department.

The Chair welcomed the Committee members and BACP staff. Apologies were received from Tamara Abood.

There were no new declarations of conflicts of interest.

### **28/21 Minutes of the last meeting 28 April 2021**

- **Accuracy** - The minutes of the meeting were agreed as an accurate record.
- **Matters Arising** - Paper A was noted with no further comments.

### **29/21 Reports**

**Chief Professional Standards Officer (CPSO):** The Committee noted the report. The CPSO gave an update further to the circulated report:

- CPSO had contributed to an article in the Guardian newspaper about the BACP professional conduct work and the *Get Help with Counselling* service. A link to the article would be circulated to the Committee.

**Action: CPSO**

- Membership engagement remained strong, evidenced when the BACP webpages received 42k hits after the latest Coronavirus rules were announced.
- SCOPED listening workshop took place with positive feedback received on the current position of the project.
- Committee Review: The Board had concluded the Committee review, and the CPSO confirmed the PPC would remain in the current format.
- Recruitment of the Chair: A meeting to discuss the succession planning of the PPC Chair was due to later that day. The CPSO invited the Committee to express an interest in the role should they wish to.
- The Safeguarding Policy was reviewed as part of an organisational-wide piece of work to meet Charity Commission requirements. To enable the Policy to be presented at the September Board, the PPC would be asked to review the draft document via Diligent or email.

**Action: CPSO**

HC observed the positive update in the CPSO report on the NHS pathway. HC enquired about the EDI event; the CPSO informed the Committee that this was a member-facing event, attended by the EDI Task and Finish Group to engage members and obtain member views on the work being undertaken by BACP.

**Acting Registrar (AR):** The Committee noted the circulated paper. The AR gave an overview of the immediate changes that had taken place and further changes proposed for the future, which were focused on recruitment to address workstreams throughout the department.

MWJ acknowledged the work already undertaken and enquired if the staffing resources were sufficient to undertake the workload. The AR was confident they were, with the current model and support from the SMT.

The Acting Chair enquired if external consultants undertook management supervision. The Acting Registrar informed it was an ongoing debate.

There was a discussion about the backlog of hearings and how it would be managed. The Hearings Manager gave an overview on timelines with an aim for them to be reduced to less than 12 months, then further reduced to 6 months, which the increase in staff would allow.

**Hearings Manager (HM):** The Committee noted the circulated report, and the HM gave further updates:

- Practice Review process hearings; 1/3 were now outstanding or scheduled before October 2021.
- Disciplinary proceedings met target by being fully booked to the end of 2021.

- Staff training was progressing, with two members of staff now able to hold hearings independently.

The Acting Chair requested a running total be included in the appendix Di which accompanied the circulated paper.

**Action: HM**

**Assistant Registrar, Entry & Maintenance (ARE&M):** The Committee noted the circulated report, and the ARE&M highlighted further updates:

- The capacity of places on the Certificate of Proficiency (CoP) had been increased to accommodate demand.
- The return to in-college events to undertake the CoP was successful, and work was ongoing to roll out to all the approved qualification providers.
- The Audit annual report was now available on the website. The ARE&M invited feedback from the Committee.

The Committee discussed how qualitative CPD could be measured and captured in the audit. The ARE&M satisfied the Committee that processes were in place that would enable the information to be extracted onto the audit.

SG enquired about the prospect of a minimum threshold on the hours of supervision. The ARE&M clarified that she represents the Register in a supervision working group, and one of the areas for consideration was the amount of supervision that we required members to have.

The Committee discussed Boundary violations and felt further investigation into the topics was required, e.g., was there a particular group of people who had been subject to judgemental behaviour, particularly in the context of EDI issues. The ARE&M to bring further detail to the November meeting. The CPSO requested the information was captured as part of an organisational wide EDI workstream.

**Action: ARE&M/CPSO**

### 30/21 PSA Accreditation, Annual Review PSA Report

The report from the PSA would not be appealed. The PSA did invite BACP to check the report for any factual inaccuracies before publication. There were two minor factual inaccuracies that BACP brought to the attention of the PSA. There were no conditions but three recommendations would be incorporated before the next re-accreditation.

The CPSO acknowledged the achievement by the AR to produce the report after picking it up in the middle of the process.

The Acting Chair shared a question from TA in her absence; how would the recommendations be interpreted, e.g. how would communications be demonstrated as sensitive and

appropriate. The AR advised that communications were a priority and that conveying a human-to-human communication with less legal or technical jargon was already identified.

**31/21 PSA Consultation update, including PSA response to standards**

The Committee noted the circulated report. The AR gave a verbal update on the potential inclusion of disclosure and barring with the PSA investigating the inclusion of DBS checks as part of the Register.

**32/21 AOB & suggested redactions**

- **Redactions:** No specific redactions were noted.

The CPSO urged all Committee members to undertake the Diligent training for access to Committee papers.

**Action: Committee**

PPC members to send the Clerk personal/preferred email addresses to ensure notification emails can be sent.

**Action: Committee**

**33/21 Date of Next Meeting**

9 November 2021, 10.00 am to 1.00 pm, via Microsoft Teams.

SIGNED: ..... DATED: .....

**Circulation List:**  
PPC Committee  
Board of Governors  
SMT