

**BACP Public Protection Committee Meeting**  
**Thursday 13<sup>th</sup> February 2025**  
**MS Teams at 10:00hrs**

**Report Information**

<b>Meeting Date</b>	Thursday 13 <sup>th</sup> February 2025
<b>Venue</b>	Teams
<b>Confidential/Non-Confidential</b>	Confidential
<b>Author/Presenter</b>	Clair Parfrey, Governance officer

**Purpose of the Report**

To obtain approval	✓	To canvas opinion	
For information/ to note	✓	Regulatory requirement	
To provide advice		To highlight any emerging risks	

**Summary of Report**

Minutes from the BACP Public Protection Committee Meeting held on 13<sup>th</sup> February 2025.

**Recommendations**  
The PPC Committee  
are invited to:

Approve the minutes of the meeting held on 13<sup>th</sup> February 2025

**BACP Public Protection Committee Meeting**

<b>Committee Members Present</b>	Ciaran Doyle	CD	Committee Member (Acting Chair)
	Dr Paul Taylor	PT	Committee Member
	Dr Lynette Harborne	LH	Committee Member
	Pippa Menzies	PM	Committee Member
<b>BACP Staff Present</b>	Dr Lisa Morrison Coulthard	DPSP&R	Director of Professional Standards, Policy and Research
	Emma Hayes	EH	Registrar
	Clair Parfrey	CP	Governance Officer
	Beckie Grace	BG	Assistant Registrar
<b>Apologies</b>	Leon White	LW	Committee Member
	Dr Phil James	CEO	Chief Executive Officer

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Meeting Chair: Ciaran Doyle

Item No	General business
1.0	<b>Preliminary matters</b>
1.1	<p><b>Welcome, introductions, apologies and quoracy.</b></p> <p>The Chair welcomed all in attendance and introduced the new members - Dr Lynette Harborne and Pippa Menzies to their first Committee meeting.</p> <p>Apologies were noted from Leon White.</p> <p>The meeting was noted as quorate.</p>
1.2	<p><b>Declarations of interest.</b></p> <p>There were no declarations of interest.</p>
1.3	<p><b>Minutes of last meeting.</b></p> <p>The minutes of the meeting held on 3<sup>rd</sup> December 2024 were agreed.</p> <p><b>Action:</b></p> <p>The Acting Chair to sign the minutes on behalf of the committee.</p>
1.4	<p><b>Items requiring redaction.</b></p> <p>There were no redactions noted during the meeting however the DPSP&amp;R commented that she would like to check the minutes outside the meeting and will then feedback to Governance before they are published on the website.</p> <p><b>Action:</b></p> <p>DPSP&amp;R to check mins of December meeting for items requiring redaction.</p>
1.5	<p><b>Matters arising and review of action tracker</b></p> <p><b>Action tracker</b></p> <p>0424P3.7.11 Data protection Breaches - report provided from external consultants showed that the specific incident reported to PPC did not pose any risk to the rights and freedoms of data subjects and therefore we did not need to notify the IOC or affected subjects - action closed.</p> <p>0724P3.5.3 - Boundary violations - this continues to be monitored, there were no specific updates and therefore a paper will be provided at the meeting in May 2025.</p> <p>There were no matters arising.</p>

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1.6	<p><b>Recruitment update</b></p> <p>The terms of reference state that the total membership can be 8 including the Chair and that there should be a minimum of 3 BACP members on the committee.</p> <p>The PPC currently now has 5 members, 3 of whom are BACP members. There is no Chair. It is noted that the Chair must be a lay member.</p> <p>Therefore, 2 more ordinary members can be recruited who can be either BACP members or lay members, reserving one additional non-member place for the Chair.</p> <p>There will be another recruitment campaign once the Chair has been appointed.</p> <p>Recruitment for a Chair has commenced by GRaN and an advertisement has been placed on Reach Volunteering with a closing date of 28<sup>th</sup> February. With interviews taking place in March. This will be extended if required. There are no applicants to date.</p> <p>The committee discussed ways of highlighting the opportunity to relevant contacts whilst not creating any conflicts of interest.</p> <p>CD commented that he is happy to continue in the role of Acting Chair until early April.</p> <p><b>Action:</b></p> <p>Governance to share the PPC Chair role profile.</p>
2	<p><b>Briefings and reports</b></p>
2.1	<p><b>Register Development Report</b></p> <p>The Registrar spoke to her paper 0225P2.1 which gave an update on the activity that is ongoing within or that impacts the Register which contributes to BACP's wider Public Protection remit. It was noted that the data is already out of date.</p> <p>The PSA re-accreditation has been completed and our accreditation maintained. We've passed all of the 9 standards. We do have one condition and two recommendations.</p> <p>The condition relates specifically to text on our website and about the need to make the role of counselling and psychotherapy, clearer and specifically relates to the fact that we need to state it is not a crisis service. It was suggested that we should signpost to crisis services such as Samaritans. This action has already been completed by our Comms team.</p> <p>The two recommendations relate to the management of professional conduct complaints about members.</p> <ol style="list-style-type: none"> <li>1. Demonstrating that we are working to ensure a timely processing of complaints of complaints - in response we have already doubled the size of the team over the last 18 months, and improved work streams. We are satisfied that when this recommendation is checked in 12 months' time, it will be fine.</li> </ol>

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2. The application of professional conduct procedure of threshold testing and ensuring that we are applying that test not just deferring decisions to the panels. The PSA felt that we are being too cautious and referring too many cases to hearing panels.

The Chair commented that the work of the team in receiving this accreditation should be celebrated and that the areas of concern that were raised have been actioned so quickly is very reassuring.

The Registrar spoke about the Certificate of proficiency which is one of the routes into registration. This has been audited by an external examiner and all recommendations are in the process of implementation ready for the 2025 audit. The Assistant Registrar commented that we have had the same examiner for 2 consecutive years and may look at changing provider in 2026.

A long-term case involving the National Midwifery Council versus Somerville for which there was a Supreme court ruling in 2024 which relates to those who provide services to professional conduct panels and fitness to practice panels is detailed in the paper. The matter is now considered resolved, with no outstanding follow-up queries. Initial concerns were effectively managed, and the response from contractors has been overwhelmingly positive.

2.2

**Register Operational Report**

The Assistant Registrar spoke to her paper 0225P2.2 which gives an update on Key Performance Indicators which demonstrate the effective delivery of key services within BACP's Register Department.

The committee discussed the value of this report as the committee should be focused on public protection across all of the organisation and not just the register. Currently no other area reports on this to the committee. It was suggested that this section could become a standing item relating to operational issues that have increased risks in particular areas that pertain to public protection.

**Action:**

Consideration to be given to changing the title of this section of the agenda.

2.3

**Serious Case Report**

The Registrar spoke to her paper 0225P2.3 which provides an update on the number of serious incident cases reported to the Professional Conduct Team.

This report shows the cases where we are required to suspended membership because the matters that we're considering through our professional procedure are so serious that they represent a real risk to the public.

There is a safeguarding update included in the report based on matters that arise in relation to professional conduct.

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	It was noted that there are ongoing reviews in relation to our policies, procedures and resources relating to safeguarding being carried out by external specialist consultants. There will be a report in due course.
<b>3</b>	<b>Updates</b>
3.1	<b>Update from DPSP&amp;R</b>  In paper 0225P3.1 the DPSP&R gave an update to the PPC on the outcome of the investigation of an accredited service and its practices and procedures in relation to our service accreditation terms and conditions, criteria and Ethical Framework. Whilst this investigation was on going their accreditation was suspended.
3.2	<b>Update on the Insurance project</b>  The Registrar gave a verbal overview on the concerns around Insurance of members operating from foreign locations.  The project started as we had noted that some members who reside overseas are on our register, had notified us that they could not obtain professional insurance. It was noted that we were only aware of those members who had disclosed that there was an issue and therefore the numbers affected could be far greater. It was felt that this needed further exploration.  The reason we need to solve this issue is that when individuals sign up to the register, they confirm they have insurance, however we now know that some people who are saying they do and but in fact do not or cannot obtain that insurance.  It was identified that there are a number of countries where it is simply impossible to obtain insurance. In others it was cost prohibitive.  Issues were noted in Pakistan, Portugal, Singapore, Greece and China.  It is thought that this affects around 60 members, many of whom really value being members of BACP.

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It was noted that this is not a concern of the PSA as their remit in statute is limited to the United Kingdom.

Reasons for this occurring were discussed by the committee including internationally based online training courses and changes in residency.

A report will be provided to the Committee in April 2025 which will provide some recommendations and options on how we might approach the issue.

**Action:**

Registrar/ Assistant Registrar to provide paper on the Insurance project.

**3.3 Update on the Ethical Framework review**

The DPSP&R spoke to paper 0225P3.3 which provided an update the PPC committee on progress of the Ethical Framework review.

The paper provides an overview of the background and the different phases for the ethical framework review.

At the last PPC committee meeting we were presented with a broad overview of the proposed new structure for the ethical framework covering 3 key elements;

- core responsibilities;
- working within relationships, and;
- ethical principles.

The EFG group is now working with the advisory group and the Professional Conduct team to pull these sections together in a way that maps very closely onto the professional conduct processes and brings added value rather than presenting a more complex or unhelpful position.

The aim is to have this ready for internal review in March with critical friends and staff groups. From there it will be presented to the Committee and to the Board in June 2025. This will then go to formal consultation with the membership, towards the end of the summer.

In addition, DPSP&R commented on a report that is currently being developed by an AI consultant on how AI may impact on counselling and psychotherapy practice and the type of risks and opportunities. The aim is to publish the report's findings as a resource for Members which sits alongside a suite of material to supplement the ethical framework.

**3.4 Proposed Delegated Committee restructure**

The DPSP&R spoke on behalf of the CEO on his paper 0225P3.5 which outlined proposed changes to committee structures.

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It was noted that there is little change proposed for PPC other than a small increase in delegated responsibility relating to the authority for approving recommendations on declined membership, removal of membership and specific ownership of policies.

The Registrar clarified that 12.3 matters relating to suitability for membership do not currently go to the Board and asked that this is removed from the proposal. 12.5 and 12.6 matters do currently go to the Board for approval.

There is also the possibility for the establishment of an Education Standards Advisory Committee or group. The purpose of this group would be to inform the development of our educational standards more broadly, relating to service accreditation course accreditation as well as the development of competency frameworks, routes through our various accreditation schemes etc.

The CEO wanted to emphasise that we want members of the committee to consider the proposals and provide any comments. The deadline for feedback is the end of February, which will ensure that any suggestions can be considered and included in the proposal ahead of the Board meeting in March.

The Committee discussed concerns relating to the change in title and positioning of the Research Committee. It was explained that the Research Team and a group from the academic community have been involved and are supportive. The focus is on amplifying the importance of research and integrating that evidence base into practice. As an organisation, BACP hopes that this will demonstrate the value we place on research and enable it to be a more dynamic space.

**Action:**

Committee members to provide feedback on the committee restructure proposal by 28<sup>th</sup> February 2025.

**4. Any other Business**


There was no other business

**Next meeting:**  
**Meeting closed at 12:00**

**Actions**

Agenda Item	Description
1.3	The Acting Chair to sign the minutes on behalf of the committee
1.4	DPSP&R to check mins of December meeting for items requiring redaction.

1.6	Governance to share the PPC Chair role profile
2.2	Consideration to be given to changing the title of this section of the agenda
3.2	Registrar/ Assistant registrar to provide paper on the Insurance project.
3.4	Committee members to provide feedback on the committee restructure proposal by 28 <sup>th</sup> February 2025.

Approved by Leon White on behalf of the Committee	 Leon White 2025 18:05 GMT+1
Date	01/07/25












# 0225 PPC Minutes 13.02.25 approved

Final Audit Report

2025-07-01

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