

# **TARIKI TRUST**

## **General Policy Guidelines**

This is an ongoing record of agreed principles upon which policy should be decided. The document is intended to be a working record and to offer guidelines for Trustees and officers. These guidelines may later be adopted as policy documents.

The activities of Tariki Trust are conducted under the auspices of the charity of that name. These activities include events, courses and the delivery of spiritual and therapeutic services. In facilitating and undertaking these activities, Caroline and other members of the Buddhist house community retain their rights to ownership of some material and activity of which they are authors and to terminate their involvement at any point subject to the restrictions agreed below.

In particular ownership of activities and resources will be as follows:

- Copyright of course materials, handbooks, procedural documents, advertising copy and online resources will be jointly owned by Tariki Trust and by their authors. Both parties have the right to continue using these resources in the event of an organisational split.
- Copyright of books, articles and other original written materials will be retained by the authors
- The psychotherapy course programme, unless otherwise agreed, will remain the property and responsibility of Tariki Trust. In the event of a conflict with the organisation, however, Caroline will retain the right to establish a new programme in continuity with the existing one, utilising materials which she has developed.
- Whilst income from client work currently goes directly to Tariki Trust, therapy clients and supervisee's remain the private clients and supervisees of Caroline or of other counsellors and supervisors working within the Tariki psychotherapy service. Caroline and others working in the service may choose to donate sessional fees, or may retain these as private income, subject to declaration to the Inland Revenue, and to payment of room hire and other costs.
- Use of the Buddhist house will continue in line with a separate agreement.

### **Responsibility to clients and supervisees**

Those offering therapy/supervision through Tariki Trust are responsible for making arrangements for their clients and supervisees in the form of a professional will. This should include provision for informing and supporting clients/supervisees in the event of the therapist/supervisor's sudden death or incapacity, access to notes, and a list of current clients/supervisees with contact details (kept in a different location).

## **Emergency planning**

The charity will ensure that in the event of the course leader being unable to continue working, every effort will be made to carry out the obligation to provide training of a suitable standard. In ideal circumstances this will mean ensuring the continuity of training programme.

In the event of the course leader becoming incapacitated, the Tariki Trustees will call a meeting of course staff to review the situation and develop a plan to either continue the training programme under new leadership, or to wind up the programme in a way that causes least inconvenience to students.

To this end, sufficient funds will be retained either to cover the payment of psychotherapy course staff for the delivery of training over a period of two years so that the majority of students are able to complete their studies or to refund that proportion of course fees which has been prepaid for training that has not yet been delivered.

## **Termination procedure**

In the event of it becoming necessary to wind up Tariki Trust, the Tariki Trustees will endeavour to take responsibility for:

- giving reasonable notice to all who are dependent upon the charity either as residents, students or clients.
- ensuring that responsibilities are carried out in relation to students on the training programme
- ensuring that any dependent members of the Tariki community are provided for financially and practically in as much as is reasonable during a transitional period (to be decided at the discretion of the Trustees).
- disposal of assets owned by Tariki Trust in accordance with the Trust Deed
- Caroline and other members of the Tariki community are responsible for making their own provision for pensions and/or retirement. Tariki Trust does not acknowledge any ongoing responsibility for their care.

## **Mediation**

In the event of organisational conflict or dispute, the Tariki Trustees will appoint an outside mediator acceptable to all parties who will facilitate dialogue and oversee a process of dialogue to seek a fair resolution of the difficulty.