UK Board of Healthcare Chaplaincy

UKBHC

Annual General Meeting
: Wednesday 18th September 2013, 2pm
University of Glasgow
Nursing and Healthcare School
57/61 Oakfield Avenue
Glasgow G12 8LL

1. Welcome and introduction to Glasgow was made by David Mitchell

2. **Present** Judy Davies (JD), Derek Fraser (DF), Derek Johnston (DJ), Paul Graham (PG), Ewan Kelly (EK), Iain Macritchie (IM), Malcolm Masterman (MM) (Arrived at 10.45), David Mitchell (DM), Mark Stobert (MS),

3. **Apologies** Martin Bradley (MnB), Mark Burleigh (MkB), Mary Currie (MC), Brenda Maitland (BM), Stephen Thornton (LM)

4. **Minutes of the UKBHC** AGM held on 26 September 2013 at Faith and Community Centre, University Hospital, Birmingham. Were agreed as a true record.

5. **Welcome**   DF welcomed everyone and made a reflections on the Board report and made mention and welcome to Mary Currie and Brenda Maitland as new lay members describing their role on the board.

6. Lead officers Reports

   6.1   Academic and Training

         EK reported and made available to the AGM on the Education Review carried out by MES Scotland

   6.2   Professional Appointment Advisers -   MM made a presentation of the work of the advisors and the Reference Group that was now chaired by Rev. Dr. Chris Swift

   6.3   Professional Conduct

         The AGM received and discussed the Fitness to Practice Procedures that MB had produced.

         In discussion it was agreed that the 3 committees proposed was practical and the minimum required, but that the practicalities will need to be carefully worked out.

The meeting expressed thanks to MB for his work.

EK expressed thanks to UKBHC for the work that DM had conducted in his role of 'disciplinary' advisor to a Health Board.

This led to a discussion on the potential role for Disciplinary Advisors. DM reflected that his role needed nuanced wisdom.

There was also discussion on the impact of disciplinary procedures on teams especially when they have to give evidence at hearings.

6.4   Registration

IM reported that UKBHC was a long way down the road towards accreditation with the PSA.

The PSA self assessment tools was being used to guide the progress under 11 Standards.

MB/IM/MS will be meeting i October 2013 to produce a draft application for accreditation.

7. Treasurers report

DM Tabled a finance report for 2012/13 and budget for 2013/14

Prop. MM   2nd : IM

DM proposed that CPD points should remain at £15 per point to a max of £250

DM proposed that the annual fees should be increased to reflect the need for financial viability for PSA Accreditation and annual fees.

In was noted that:

Any increase would need to be sold well, i.e. that the need for regulation and the voluntary register was universally seen to be without question.

MS was clear that the interpretation that the then Information Commissioner had made on the DPA is unlikely to be changed without the introduction of regulation and the voluntary register.

It was proposed to increase the annual fee to £35 for 2014

Prop: DM   2nd:MM

8.0   Website

DM reported to the AGM that the website had been undated.

Thanks were expressed to Mark Newitt for his help in keeping the website information updated.

9.0   Newsletter

A Christmas edition of the Newsletter will be produced following the November Board Meeting. All contributions gratefully received.

10.00 NHS England and Chaplaincy

DF summarised the recent developments in England and the establishment of the Chaplaincy Leaders Forum, which will meet via conference call on a monthly basis. The minutes of each meeting will be circulated within the chaplaincy community.

Rev. Dr. Christ Swift is leading the revision of the 2003 DH Guidelins for Health Care Chaplaincy.

Workshops have been arranged for:

19 November 2013 in Doncaster

22 November 2013 in London

11.00 Future Dates

Next Board meeting 28 November in London

2014 AGM will be in London

Dates and Venues to be announced

The meeting was concluded with thanks to DF for his work and chairing of the Board and the meetings

Close with refreshments to follow and informal discussion.