

**Churches Together in England,
27 Tavistock Square,
London, WC1H 9HH.**

AGM of UKBHC held on 22 June 2017

1. Present:

Mary Curry (MC), Derek Fraser (DF), Iain Macritchie (IM), Paul Nash (PN), Mark Stobert (MS), Stephen Thornton (ST),

- 2.** The meeting formally accepted the audited accounts of UKBHC as presented by DM

UKBHC Board Meeting held on 22 June 2017

3. Welcome and Introduction

4. Present:

Mark Burleigh (MkB), Mary Curry (MC), Derek Fraser (DF), Iain Macritchie (IM), Paul Nash (PN), Mark Stobert (MS), Stephen Thornton (ST),

5. Apologies

Martin Bradley (MtB), Derek Johnston (DJ), Jack Moore (JM)), Karen Murphy (KM), Phil Wright (PW).

6. Welcome

7. Minutes of the meeting held on 14 March were agreed with the following corrections:

10.1 DM was concerned that the minute suggests that a PGCert was optional for Registration.

The minute was correct but the argument needs revisiting.

Anxiety was expressed that funding for PGCert might be limited and therefore it placed limits on the number of potential registrants.

ST suggested a test of competence

The meeting agreed that PGCert was necessary for Registration and that equivalence could only be used for those employed before 2013 and that the proof of competence required was full CPD and length of experience.

8. There were no declarations of interest

9. Matters Arising

- 9.1 The recent ET judgement clarified that the requirement for standing with a Faith and Belief group.

Faith or belief group affiliation is required by anyone employed by a public institution where there is a requirement to perform a religious function of any degree. The purpose is for the protection of the public.

- 9.2 Engagement Strategy

ST and PN agreed to sketch out a public engagement strategy.

Meeting identified the need to celebrate AVR status with PSA.

Thanks were expressed to MtB and MS for the work in submitting the application

- 9.3 Registrar

IM nominated Mark Rogers (MR) to succeed him as Registrar

MR has been a Chaplain for 10 years and lead for Grampian for 5 years

IM will overlap with MR from June – September and identify a deputy registrar in that period.

DF and MS agreed to interview MR by a conference call on 11 July at the Academic meeting in Cambridge.

Thanks were expressed to IM for his fulfilling the role of registrar and for facilitating his succession. DF made particular reference to the immense contribution that IM has brought to the board since its inception.

- 9.4 Succession plan for Chair and Vice Chair

MC agreed to assist the board with a succession plan for the Chair and other Board members.

Standing Order K2 states that the Chair is appointed from the existing board.

Vice chair will remain an ad hoc position.

9.5 Board Member Vacancies

MkB will cease to be President of CHCC in September and will be replaced by Simon Harrison.

ST indicated that he will step down following the September meeting

An application had been received from Alison Cline-Dean

10 Lead Officers Reports

10.1 Academic Standards

There will be an Academic Consultation on 11 July in Cambridge to review:

Academic standards

How to assess 200 hours of supervised practice

Standard for Supervision

Review of what the CPD audit should look like.

Additional points were:

Equivalence for international applicants for registration

Includes the Humanists

Meeting accepted DMs report

10.2 Registrar

The register

There are 352 Registrants

14 new provisional Registrants

7 new Registrants

11 not renewed

298 have paid fees 54 non payers

301 have submitted 2016 CPD summaries 51 have not

There was no Fitness to Practice issues

CPD

UKBHC required 35 hours cf NMC required 1

Some returns were short of external learning points

Clarification of that external mean external to chaplaincy and therefore can include in house multidisciplinary courses and training

Risk Register

IM noted that the Risk Register had not been circulated and reminded the meeting to do so and that it should include risks to UKBHC.

Professional Conduct

There were no issues to report

10.3 Professional Advisors

Cameron Langlands has been appointed as Professional Appointments Advisors Panel Coordinator and would be invited to the board meetings

10.4 Treasurers Report

The meeting noted that DM was continuing to maintain the functions of treasurer for JM

The audited accounts for the period ending 31 December 2016 were presented and had been formerly accepted at a brief AGM prior to the meeting.

Fees for 2017 will be £50

11.0 Any Other Business

11.1 Professional Engagement

Discussion took place including:

Leaflet – “Why I should become registered with UKBHC” and include the UKBHC mission statement and aims of patient safety, protection of the public and a celebration of professional standards.

Also some FAQs

Eg. How does it includes volunteers?

PN reported that following the 2016 ‘AGM’ in Birmingham he had been able to sell UKBC and registration to Birmingham and Black Country Chaplaincy Collaborative (BBCCC), ephasising the impact of the engagement event.

11.1 September Engagement Event

The meeting discussed the September Event in Glasgow as a launch of UKBHC as an PSA Accredited Register.

It will be aimed at registrants, and managers, but be open to faith and belief group representatives

The Aim would be to promote role of the UKBHC and develop Gold Standards for Chaplaincy Practice.

Board would meet for a short meeting am

1-2pm lunchtime event for ‘Big Payers’ eg. Nursing Directors, civil servants, those interested in the spirituality PROM.

2-4pm afternoon program to engage registrants, service leads and line managers.

May include launch of the new website

Led by DF, SM, PN, PW

11.3 Website

Site map had been distributed

Suggestions

Links to other bodies

Enquiry Button for Appointments, contact us

Questions

Where will Code of Conduct sit?

Where will the site be hosted?

Who will own the domain and host it?

11.4 Newsletter

To include Accreditation Status and Board Changes.

11.5 National Chaplaincy Week

MkB highlighted the above

12.0 Future Dates

Board Meetings

19 September 2017 at NES Glasgow followed by an open engagement event

7 December 2017 at CtE Tavistock House, London