
MINUTES 28TH FEBRUARY 2019

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

1. Welcome and Introductions -

2. Present - Derek Johnston, Simon Betteridge, Mary Currie, Derek Fraser, Paul Graham, Mark Rodgers, Mark Stobert, Cameron Langlands, Paul Nash, Robert Sloan

3. Apologies - Philip Wright, Maura Devlin, Iain Macritchie, Simon Harrison, Karen Murphy

4. Minutes of the meeting held on 4 December 2018 - Previously forwarded by email; no amendments/additions required.

5. Declarations of interest - No new declarations.

6. Matters Arising -

6.1 Caldicot Issues –

MS Reported from SH that the draft document prepared by NHS IG has been stalled due to a legal challenge from BHUK on the grounds that Healthcare Chaplaincy was not legally designated as a healthcare profession.

DF proposed that UKBHC should put the case to NHS IG that since UKBHC is now a register accredited by PSA chaplaincy is deemed to be a healthcare profession.

MS to draft a letter.

6.2 Privacy Statement - No report.

6.3 Updated versions of relevant UKBHC documents – **MS** to update the website.

6.4 Media group & Engagement strategy - **PW** previously agreed to lead on this. Queried do we need a communications officer? **PG** agreed to look at various options for publicity, e.g. posters, social media & lanyards.

7. Governance -

- New lay members, including Treasurer - **MC** gave notice of her retirement after this meeting. **MS** offered sincere thanks. **DF** reported the new honorary treasurer is Mr Edward Carpenter. * See brief profile.
- Companies House update - **DJ** reported info being updated at Companies House by Company Secretary in preparation for annual accounts.

8. Lead Officers Reports -

8.1 Registration

- Registration Sub-Group - **MR** reported on subgroup conference call on 7th Feb 2019. See separate report.
- **MS & DF** to lead on creating portfolio template.
- **DF** to check if an email is sent to new applicants to advise receipt of application & process for completion.

- Sincere thanks were expressed to Lisa for administration of registration.

8.2 Academic Standards

- Body of Knowledge Consultation day on 7 March 2019 – 'From Body of Knowledge to Embodied Knowledge' to be held in Cambridge - **DF** reported 60 attending.
- Review of accredited courses - **DF** has requested reports from accredited providers. Only recently received and collating. Still following up several. It was agreed that courses can be removed if not compliant.
- Review of CPD - **DF** had distributed a paper. After discussion, this will be updated & sent out for consideration. Agreed that Board members will trial any new procedure.
- Academic advisor update - **DF** reported that Andrew Todd has agreed to take on the role. This was agreed by all present. ** See brief profile.

8.3 Treasurer - **PN & DF** reported.

- Expense claims to be submitted to **PN**.
- It was proposed by **DF**, seconded by **DJ**, and agreed by all present, to close the existing UKBHC RBS bank account.
- It was proposed by **DF**, seconded by **DJ**, and agreed by all present, to add the name of the new honorary treasurer, Edward Carpenter, as a signatory to the UKBHC Yorkshire Bank account.

8.4 Professional Advisors – **CL**

CL reported that there would be no funding for the NHS England Spiritual Support Program and therefore no financial support for Professional Advisors going forwards.

The indemnity insurance runs out on 31 March 2019.

MS would take this matter to the forthcoming Chaplaincy Forum and emphasise that the absence of Advisors represented a public safety issue.

The meeting agreed to be the home for Professional Advisors and be ready to fund the indemnity insurance in the interim if needed.

CL reflected that overall there was a reduction in the number of appointable candidates for posts.

8.5 Professional Conduct

- FtP Screening Committee - Role of Douglas Seago - **SB** to check with **IM**.
- Possible additional names - **MD** has indicated to **DJ** several colleagues from NMC who are willing to be involved if needed. **DJ** to clarify contacts, experience, etc... for next meeting.

9.0 Newsletter and Website -

- Website update & details on when it will go live - **MS** still working on this with designer. To ask designer to bring suggestions for refreshing UKBHC logo. Target date for completion of new website is 1/6/19.
- Leaflet on why anyone should register &/or Q & A section, as well as website photos & profiles - **PN** to check back. **DJ** gathering profiles.
- Knowledge base for chaplaincy to be publicised on website - To include summary report from Cambridge event on 7/3/19.

10.0 Any Other Business

- Proposal that UKBHC become a member of the AHP Federation (AHPF) - **PG** proposed. Agreement from those present. **PG** to get further information for June meeting.
- **DF** asked for update on UKBHC response to recent PSA renewal guidance.
- **DF** expressed concern about the reducing number of lay people on the Board. Also wondered possible role for lay person re governance matters.

11.0 Future Dates:

Board Meetings

6 June	2019	@ CtE, Tavistock House, London
17 September	2019	in Belfast with engagement event
3 December	2019	@ CtE, Tavistock House, London

* Edward Carpenter is a Financial Manager with extensive operational knowledge of the financial services sector, particularly insurance and reinsurance broking. In retirement now actively involved, on a voluntary basis, as a board member / trustee of an international children's charity and on the finance committee of Holy Trinity Church.

** The Rev Dr Andrew Todd is Senior Lecturer and Director of the Professional Doctorate in Practical Theology at Anglia Ruskin University and the Cambridge Theological Federation. He came to that post from Sarum College in Salisbury, where he coordinated the Centre for Contemporary Spirituality. Prior to that he set up and ran the Cardiff Centre for Chaplaincy Studies, and had oversight of the Cardiff University MTh in Chaplaincy Studies. His research has included funded research into spiritual care in healthcare and related publications. With Chris Swift and Mark Cobb, he edited *A Handbook of Chaplaincy Studies*, published by Ashgate in 2015.