

Minutes of meeting: 20th June 2013
CTE offices, Tavistock Square, London
10.00am – 2.30pm

1. Welcome and Introductions

Present: Martin Bradley (MnB), Mark Burleigh (MkB), Mary Currie (MC), Judy Davies (JD), Derek Fraser (DF), Derek Johnston (DJ), Brenda Maitland (BM)

Apologies: Paul Graham (PG), Iain Macritchie (IM), Malcolm Masterman (MM), David Mitchell (DM), Mark Stobert (MS), Stephen Thornton (LM)

Minutes of the Board meeting held on 20th March 2013 were agreed with corrections noted.

2. Matters arising:

2.1 Mary Currie (MC) and Brenda Maitland (BM) were welcomed and introduced as potential new lay representatives to the Board. Both outlined their background, previous and present roles, skills and interest in chaplaincy matters. Both responded to several questions after which they were asked to leave the meeting for a few minutes to allow discussion by the Board members. The Board were happy to welcome both Mary and Brenda to the Board. Each will submit a brief c.v. to be included in future UKBHC newsletter. It was also agreed that potted biographies should be included on the website for all Board members.

The above interviews lead to a general discussion about chaplaincy in light of the Francis Report. It was agreed that leadership and compassionate care are vital, in which chaplaincy and chaplains have a role to play. Chaplains can also offer staff support and a prophetic voice to the institution. Do chaplains speak out when things go wrong? The Code of Conduct and Standards documents were highlighted.

2.2 The resignation of Ewan Kelly was noted due to work pressures. DF will write on behalf of UKBHC to offer our thanks and good wishes.

2.3 Letter was sent to Steve Field at DoH. He has agreed to meet with UKBHC representatives to discuss Chaplaincy guidelines.

2.4 Professional Association of Community Chaplaincy - MS keeps a link.

3 Lead Officers Reports

3.1 Professional Conduct

- i. Fitness to practice - MnB reported on comparable risk cover for NI Pharmaceutical Society at £1,643 for approx 2000 members. What would our liability be if a chaplain was removed from UKBHC membership? MnB to follow up further.

- ii. Discussion about possible PSA consultation with wider faith community. The Board noted the particular need to engage the Roman Catholic Church authorities. There have been practical difficulties identifying an appropriate point of contact . DF to write to the Archbishop of Westminster to ask who is the RC contact on chaplaincy matters.
- iii. Website - Much updating has been done with some still outstanding, including the recently agreed revised Code of Conduct.
- iv. DM had advised about a professional conduct issue in Scotland. No action is presently needed by UKBHC.

3.2 Professional Advisers

MM had submitted a written report. Requests have slowed down. 82 requests to date. The proposed letter to Chief Executives has not been sent out yet until funding is clarified. A meeting is being arranged with Steve Field to address the funding issue.

3.3 Academic Standards

- i. DM had submitted a written report.

The Online Introductory Course is now being piloted.

CPD Summaries - There have been 243 responses from 525 registrants. More have paid since the recent email reminder.

- ii. DF had received request from Mia Hilborn about clarification re quality of content, marking, syllabus, etc... of chaplaincy training. It was agreed a subgroup may be necessary to progress this. To be discussed at future meeting. BM drew attention to the need for Board members to declare any conflicts of interest.
- iii. DF had communication with ACPE (USA) about how much chaplains keep up to date with journals, articles, etc...
- iv. DJ mentioned the likelihood that the NIHCA will seek UKBHC accreditation for CPE programme in NI. £250 for 3 year period.

Lunch was taken approx 1.00pm.

3.4 Professional Registration

Risk documents had been emailed by Iain Macritchie. There was discussion about likelihood v impact. It was felt a dual approach was needed - (1) risks posed by registrants (2) risks to the Board. All members were requested to give serious consideration to these

matters between now and the Sept meeting. It was agreed we still need to work towards the aims even if we don't yet meet all criteria for accreditation with PSA.

4 Treasurers Report

DM had submitted a written report. More payments now coming in. Due to income UKBHC can now apply for charitable status. BM asked for clarification if charitable registration in England also covers all UK.

5.0 AOB

- i.** Congratulations were offered to MkB for his input at May 2013 Florence Nightingale service at Westminster Abbey.
- ii.** Noted that MS is willing to carry on editing the newsletter.
- iii.** Date and place of next meeting: Wednesday 18th September 2013 in University of Glasgow - 10.00am Board meeting & 2.00pm AGM

The meeting ended approx 2.30pm.