

Date of meeting:	Tuesday 13 July 2010	Athens Meeting Room
Time of meeting:	14:00 – 16:30	2 nd Floor, 83 Victoria Street
Next meeting:	Tuesday 19 October 2010	London SW1H 0HW

Minutes – Open Session**NOTE: Minutes subject to ratification at the next Board meeting on
19 October 2010**

Present: Maggy Wallace (MW) (Chair), Kay Dixon (KD), Maggie Dunn (MD) (CNHC Chief Executive), Daniella Jenkins (DJ), John Lant (JL), Mike O'Farrell (MO), Anne Sultoon (AS), Dimitrios Varsamis (DV), Julian Weinberg (JW), Chloe Arrowsmith (CA) (Secretary)

One member of the public observed the meeting.

Action**1 Welcome**

MW welcomed members and one observer to the open session of the Board meeting and welcomed Chloe Arrowsmith as the new Board Secretary. Board members then introduced themselves.

2 Apologies for absence

None.

3 Minutes of CNHCB Meeting held on 13 April 2010

3.1 The minutes of the meeting were approved as an accurate record.

3.2 The CNHC Advertising Guidance has been approved by CAP and will shortly be distributed.

4 Matters arising

4.1 Skills for Health: Public Funding for Complementary Healthcare Qualifications

Discussed under section 8.2.

4.2 Skills for Health: Length of time qualifications based on old National Occupational Standards qualifications should be offered

MW reported that the 'old' NOS would remain current for next 2-3 years.

5 Correspondence

No correspondence to note.

6 Finance Committee (FC): Report on meeting of 22 June 2010

6.1 KD provided an update on the FC meeting. She advised the Annual Accounts and Cashflow have been formally signed off. There is an underspend expected and any income concerns have been addressed.

6.2 CNHC registrants will not be exempt from VAT for the delivery of healthcare. Exemption is only offered to statutory regulated healthcare practitioners. As this is enshrined in HMRC legislation it would only be changed if legislation is changed.

6.3 A Fee Protection Policy was discussed and deemed unnecessary as relates to costs incurred following judicial review.

6.4 A FC vacancy has arisen and contact has been made with a suitable candidate (following application and phone interview). A meeting with the

candidate and the FC Chair will take place to finalise the process.

7 Conduct and Competence Committee (CCC)

It was noted that the CCC meeting scheduled to take place on 8 June 2010 had been cancelled owing to lack of business.

8 Professional Standards Committee (PSC)

8.1 Report on meeting of 15 June 2010

MW reported that 2 main issues were discussed:

- 8.1.1 Identifying Aspirant Professions not part of FIH Regulatory Programme: This is progressing well, with draft criteria ready for consultation with the PSBs.
- 8.1.2 CPD Policy: A CPD project is now underway with the collection & analysis of information on existing PA standards. Responses were already being received and information will be ready for consideration at the September PSC meeting.

8.2 Education and Verification issues (paper CNHCB 2010-23)

- 8.2.1 MW summarised the FWG report CNHC received in February 2008 in regards to education entry standards. Although standards for entry were addressed, Core Curriculum (CC) was not. A recent CNHC meeting with PAs identified that there is a difference of opinion on the interpretation of CC. CNHC will be having discussions with the professions, course providers and PAs to address this issue. CNHC's bottom line is to ensure public protection and prevent inappropriate practitioners being registered. PSB members are forwarding CNHC a list of qualifications for their discipline which meet NOS.
- 8.2.2 MD confirmed CNHC is assured practitioners are being correctly verified by the approved verifying PAs.
- 8.2.3 MD explained that a number of the smaller modalities have expressed some dissatisfaction with multi-disciplinary PAs verifying their discipline. MD assured the Board that these PAs had expertise within their organisation (via professionals), where advice was sought should there be any doubt in the verification of a registrant. MD also confirmed that one of these PAs informs CNHC when a practitioner is not approved and the reasons for this decision.
- 8.2.4 MW explained that as a regulator, it is CNHC's responsibility to offer as many legitimate routes onto the register as possible and it cannot be party to what might be construed as restrictive practice.

9 Profession Specific Boards (PSBs)

9.1 Report on PA meeting 25 May 2010

MD advised the meeting was productive, addressing verification, the Secretary of State's announcement on Herbal Medicine and Traditional Chinese Medicine (TCM), PCT pilots and CNHC's Annual Accounts. DH had attended, confirming their support for CNHC.

9.2 Report on Joint PSB meetings 2 June 2010

MW advised that broadly the same issues were discussed as at the PA meeting.

9.3 Report on Single PSB meetings

- 9.3.1 MD chaired an initial PSB meeting with the General Naturopathic Council (GNC) and confirmed a date for the opening of CNHC

register as 5 July 2010. This has not happened as the GNC has raised verification issues, which CNHC will be addressing soon.

9.3.2 MD and MW had had a very positive meeting with the Reiki Council who are about to form a PSB.

9.4 'Detractor' issues

MW reported on a Board seminar which was held prior to the Open Session where a range of options for dealing with detractors was agreed.

10 Operational Activities

10.1 Activities Report for April – June 2010 (paper CNHCB 2010-24)

MD advised the Activities Report will be published on CNHC's website.

10.2 To receive report on PR activities from April – June 2010

A summary of the PR activities is included in the Activities Report. Future work of CNHC's PR consultant will include raising the awareness of CNHC amongst the general public.

11 Governance

11.1 Annual Report

The content of the Annual Report has been approved and a copy will be sent to Companies House. A 4/6-page 'glossy' summary will be produced for distribution at events.

ACTION: Progress Summary Report.

MW/CA

11.2 Committee membership and review of Standing Orders

It was confirmed that the SOs had been revised and were on file.

11.3 Secretary of State's announcement on Next Steps for Complementary Therapy

11.3.1 MW advised there were no further developments, apart from a very positive meeting with Professor Benny Mei (MO, MW). CNHC has sought further information from the DH but received no response to date. The House of Commons will rise on 29 July so it is unlikely any decisions will be made before their return on 6 September, or shortly after their return.

11.3.2 CNHC is aware of the concern within herbal medicine regarding the possible loss of statutory regulation, although CNHC has not been contacted directly on this matter.

11.3.3 It was agreed that CNHC should contact the new Minister for Public Health (Anne Milton (AM)) with a briefing paper on CNHC, its performance to date and ability to regulate TCM and Herbalists. Consideration should also be given to a round table meeting with interested parties.

ACTION: Contact relevant colleagues with regard to a meeting.

ACTION: Write to AM with briefing paper on CNHC.

MW
MW

11.4 Professional Input into Board (paper CNHCB 2010-25)

11.4.1 MW summarised the background to the setting up of an all lay Council/Board. She stressed that CNHC, whilst understanding the reasons for an all lay body, has had a commitment since its inception to increase the input of the professions and understands a number of disciplines (but not all) feel the arrangements should be amended. Options as listed in the paper were discussed.

11.4.2 A wide ranging discussion followed including the following points:

- removing all lay membership could risk CNHC's independence
- elections would change the relationship with those CNHC

regulates and so is not a suitable option

- recognition that the groups feeding into CNHC all have various/ different agendas.

11.4.3 It was queried whether a “take over” of one discipline was possible and it was agreed this could not be allowed to happen.

11.4.4 It was agreed that the criteria for lay members will be removed, keeping an explicit lay majority. Input from professions will be helpful, but appointment will follow only after a robust appraisal process, where the specification must be met - using applied principles, with the individual meeting relevant criteria with specified skills, as with all Board members.

11.4.5 The skills needed for a new Board member will be set specifically on each occasion, creating a job specification on a case-by-case basis.

11.4.6 It was agreed sufficient consultation had been undertaken to make this change immediately with effect from December 2010.

ACTION: Amendments to Board recruitment to be implemented as listed above by December 2010.

MW

ACTION: Inform PAs, PSBs and Committee members of change.

MW

ACTION: To be reviewed in 2 years.

MW/CA

12 Wider Regulatory Matters: General Teaching Council (GTC) (paper: CNHCB 2010-26)

MW distributed a paper and advised the GTC will soon close.

13 Any Other Business

13.1 White Paper on “Equity and excellence: liberating the NHS (paper: distributed during meeting)

MW distributed a NHS confederation briefing summary paper and advised that in the light of these changes, there may be changes coming to complementary healthcare, in due course.

13.2 Quotations for CNHC Welcome Pack, Annual Report summary, Certificates, Stand, Renewal Postcards (paper: distributed during meeting)

MD distributed a paper containing information from the design company. The ideal lifetime of these items would be unlimited, with the exception of the Annual Report. It was agreed the current underspend would provide sufficient funding.

ACTION: Process quotes in time for CAM Expo in October 2010.

CA

ACTION: Forward Annual Report summary to Janet Raffety.

CA

14 Dates/times of future meetings

Tuesday 19 October 2010, 11 January and 12 April 2011.

CA/MW/MD/15 July 2010