

Date of meeting:	Thursday 28 January 2016	Lenta Business Centre 46 – 48 East Smithfield London E1W 1AW
Time of meeting:	16:00 – 17:00	
Next meeting:	Wednesday 27 April 2016	

Minutes – Open Session

Present: Michael Watson (MW) (Chair), Sheila Inglis (SI) (Vice Chair), Margaret Coats (MC) (Chief Executive), Shaun Brookhouse (SB), Lynne Gray (LG), George Lewith (GL), Patricia Mowll (PM), Laura Quartermain (LQ), Hazel Russo (HR) (Secretary)

1 Welcome to Closed Session

MW opened the meeting and welcomed members.

2 Apologies for Absence

Apologies had been received from Nicola Bastin (NB) and John Lawrence (JL). Both had sent a signed Proxy Form to the Chair.

3 Declaration of interests

MW invited members to declare any interests in relation to any item on the agenda. None were declared.

4 Minutes of CNHCB – Open session held on 28 October 2015.

It was noted that the recorded timing of the meeting needed to be corrected. Other than this correction the Minutes were agreed as an accurate record.

5 Matters arising

None

6 Governance

- 6.1 MC updated members about progress with the development of the Reflexology Forum Core Curriculum (CC).
- 6.2 MC informed members that the PSB had proposed a timescale of 12 months.
- 6.3 MC confirmed that she is waiting to receive a progress report in respect of work agreed for completion by this month (January 2016).

7 Correspondence

Nothing to report

8 Professional Standards Issues

Nothing to report

9 Complaints

- 9.1.1 MC informed members that the Case Examiners have referred a case for a Conduct and Competence Panel hearing which will be held on 2 March.
- 9.1.2 MC confirmed that the Notice of Hearing will be published on CNHC's website 14 days before the date of the Hearing.

10 Professional Issues

Nothing to report

11 Operational Activities**11.1 Activities Report**

Members noted the contents of the Activities report and that this had once again been a very busy period.

11.2 Local Champions Survey Report

11.2.1 Members noted the contents of the Local Champions Survey Report and expressed thanks for the work of the Local Champions in raising awareness of CNHC.

11.2.2 Members agreed that it is important to work with Local Champions and to increase the numbers where possible

11.2.3 It was also agreed that CNHC would explore ways to meet practitioners in different areas of the UK where possible.

12 Wider Regulatory Matters**12.1 Proposed Notice of Change to PSA regarding complaints not to be dealt with in future**

Following informal feedback from PSA Members agreed that a Notice of Change should be submitted on the basis that CNHC needs to ensure

- that registrants do not misuse CNHC processes to settle disputes between themselves
- that CNHC resources are concentrated on matters that are concerned with the safety and best interests of those who use the services provided by registrants

13 Any Other Business

13.1 MC informed members that on 31 Dec 2015 NICE published its consultation on the draft scope of a guideline to replace the 2004 guideline 'Improving supportive and palliative care in adults'. The deadline for responses was 29 Jan 2016.

13.2 MC informed members that CNHC became aware of this consultation after the office re-opened on 4 January and noted that the draft scope proposed to remove all reference to complementary therapies.

13.3 CNHC alerted as many relevant organisations as possible, putting a notice in the January 2016 newsletter and posting a notice on facebook which reached over 18,000 people.

13.4 MC tabled a copy of CNHC's response to this consultation which was submitted on 28 January 2016, following agreement by MW.

13.5 Members agreed that following confirmation of acceptance by NICE, CNHC would publish its response.

13.6 It was also agreed that HR would pursue opportunities for press coverage with other stakeholders.

13.7 Members congratulated HR for her work on this document, which had been put together in collaboration with a wide range of registered stakeholders to make the strongest possible case against the removal of complementary therapies.

14 Dates/Times of Future Meetings

Wednesday 27 April, Wednesday 27 July and Wednesday 26 October