

AGM Minutes – Bowen Forum

Saturday 8th November 2008

Central Club, 44 Portland Place, London W1B 1NE

Present: Maggy Wallace, Ian Cambray-Smith, Alastair Rattray, Peter Briant, Janet Barry, Angela Cannon, Nikke Ariff, Maureen O'Mara, Lynden Lane, Anneke Loode, Rosemary Cunningham, Rebeccah Steele, Lesley Miotto, Ken Hadley, Sue Gassick, Dena Dawkins, Don Deacy, Lucy Orchard, Christine Bowler, Martin Grasby, Peter Lovell, Martine Hale, Fiona Meeks, Rachel Taylor, Lorraine Herbert, Kathy Alaney, Fros Sheena

Apologies: Jenny Gordon (Chair), John Francis

Lynden Lane opened the meeting and welcomed those present.

The Minutes of the last AGM, Saturday 17th November 2007, were presented by LL. Approved with no amendments.

LL read the Chairs report. This will be made available on the Bowen Forum website.

The current structure of the Forum is to remain, with BAUK and BTER as the two members. Janet Barry and Nikke Ariff were re-appointed on behalf of BTER with Angela Cannon and Peter Briant re-appointed on behalf of BAUK.

The membership numbers for each organisation were presented: 495 for BTER and 369 for BAUK.

Subscriptions for the Forum are based on membership on 1st January. Decisions require a 2/3 majority in any vote.

Skills for Health are undertaking a review of the National Occupational Standards (NOS) and require 4 practitioners to become members of a working group. Volunteers were asked for. Normal expenses will be paid by Skills for Health. For more information on NOS please contact Maureen O'Mara, and interest should be registered with Forum members.

LL asked for feedback on the communications system to effect improvements. Please contact members of the Bowen Forum with suggestions.

The Treasurer's Report was presented by Peter Briant and each person present received a copy of the report.

The accounts for the twelve months ended 31 December 2007 are attached to this report, and are prepared on the accruals basis, matching income and expenses to the periods to which they relate.

The Forum generated £7,601 of income during 2007, which was made up of membership subscriptions of £2,919, £4,560 of grant income from the Prince's Foundation for Integrated Health (PFIH), £107 of bank interest and £15 of sundry income. £1,175 of grant is included in the balance sheet as a debtor, since it was not received until the first quarter of 2008. The membership subscriptions are charged to the two professional associations who are full members of the Bowen Forum, the Bowen Therapists' European Register (BTER), and the Bowen Association (UK) (BAUK). The Bowen Practitioners' Association (BPA) is no longer active as a professional association. In 2007 the associations were charged £3.50 for each full member. The budgeted figure is £1 per member for 2008.

The grant of £4,560 received from PFIH during 2007 was for the regulatory programme. This grant is unrestricted in its use, and covers the honorarium of £3,000 that we pay to our lay Chair, and much of our remaining expenditure. In 2006, we had also received a grant for £500 towards the travel costs of the lay members on the Bowen Forum committee. £434 of this was unspent at the end of 2006, and was carried forward to 2007. This amount has now been spent in full, and so at 31 December 2007, none of our funds were restricted in use. The lay committee members who served throughout 2007 were Jenny Gordon, our lay chair, and Lynden Lane, who chaired the Education Sub-Group, working with John Wilks and Alastair Rattray. In 2007 we also recruited Zazia Pratt to join the Education Sub-Group.

After the honorarium, the main items of expenditure were £1,417 of travel expenses, £420 of room hire for committee meetings, £118 of accountants fees, £111 for the AGM and £102 for the website. As usual, we are very grateful to BTER member Richard Baverstock for the excellent service that he provides in maintaining the website, and to Greens & Beans cafe, which provides us with a quiet location for our committee meetings at a very reasonable rate.

The Forum has not incurred much other expenditure, because the newsletter and associated updates are either sent electronically, or they are posted out by the professional associations. However, travel expenditure did increase in 2007, partly as a result of the increasing number of meetings, and partly because the Education Sub-Group met with the various training establishments, as part of the process of producing a core curriculum for Bowen.

At our AGM last year, it was announced that the Forum planned to recoup most of the costs of the Education Sub-Group from the training establishments, who would become associate (non-voting) members of the Bowen Forum. However, we have now recognized that the educational work of the Forum is really performed for the benefit of practitioners, and not for the benefit of the training establishments, and so the Forum will derive its subscription income solely from the professional associations. We will of course continue to draw on the expertise of the training establishments in setting the educational standards for Bowen, and we are very fortunate that Alastair Rattray and John Wilks have been able to join the Education Sub-Group.

We are very grateful to the Prince's Foundation for their continued financial support. In 2008, PFIH renewed its grant to the Bowen Forum, and we have so far received a further £2,250 for the 6 months to 30 September 2008. The main conditions for the grant are that it is used for achieving the objectives of the regulatory programme, that we appoint lay members to the committee, that we consult with practitioners and stakeholders, and that our accounts are reviewed by an accountant. 31 March 2008 marked the end of the three regulatory programme for which PFIH received funding from the Department of Health, but the Foundation has been given further funding to enable it to help set up the new Complementary and Natural Healthcare Council (CNHC). The Bowen Forum has now to resubmit a grant application every six months, and funding is granted in six monthly instalments. As a result, we are amending the contract with our lay chair to align it with the six monthly funding cycle.

At the end of 2007, the net assets of the Bowen Forum were £8,468, and at the end of 2008 I expect them to be a similar amount. Expenses in 2008 have been low, and the subscription charged to associations has been reduced to £1 per member, in order that the Forum does no more than break even for the year. I believe that this leaves us with an appropriate level of reserves to carry forward – especially given the uncertainty over future funding - and it represents less than two years of expenditure. At the end of the VSR process, if there is no further need to keep the Bowen Forum going, any surplus funds can be returned to the member associations.

Peter Briant proposed that the accounts be approved, and this was seconded by Nikke Ariff.

The following was also proposed:

'That the Forum will charge the membership organisations £1 per member for 2008 as their contribution to the work of the Forum'

This was seconded by Janet Barry.

The following were proposed:

Secretary: Lynden Lane, proposed by Janet Barry and seconded by Angela Cannon – **agreed**

Treasurer: Peter Briant, proposed by Lynden lane and seconded by Janet Barry – **agreed**

Costs for the venue and refreshments were approved.

Presentations – Maggy Wallace CNHC – presentation attached

MW presented the work of the Complementary and Natural Health Care Council (CNHC)

Questions that followed:

Insurance and Kite Mark – MW answered that Private Health Insurance companies had approached the council, early dialogue is taking place in relation to private patients having complementary treatments covered. Their intention is that only treatments from CNHC registered therapists would be paid for.

Multi-disciplinary membership – MW answered that registration criteria must be met – see slide – but that it had not yet been worked through how this might work. It is more straightforward if a person provides more than one discipline fairly equally; it is less straightforward if a person has a main discipline and only offers other disciplines occasionally. It may be that a therapist has to declare a main area of practice, and then mention other therapies practised for which they do not meet the standards for regulation.

Breaks eg career breaks – MW answered that it would be possible to have a non-practising entry, for instance if someone is badly affected by a recession.

MW stated that there would be a non-returnable application fee of £15 and an annual registration fee of £45 these would be maximum fees and the intention is that once the register has proved viable, costs would be reduced. It is thought that a membership of 10,000 would permit the register to break-even, there would then be an economy of scale as membership increased fees could be reduced accordingly.

Costs are still under discussion, but it was pointed out that the increase in referrals particularly from the private health insurance companies could offset the cost of regulation.

There is to be a marketing campaign launched to promote the CNHC and it is expected that the CNHC register will 'go live' in January 2009.

Individuals that are not members of either association becoming registered – MW explained that this would be possible, if they met the entry criteria, but that it would probably be more expensive as their application would need to be reviewed more thoroughly. If an applicant has not undertaken sufficient CPD, they would have to be individually assessed to ensure that they met the entry requirements, and this would incur an extra cost. The role of the Associations is to work with the Profession Specific Board (PSB) to ensure entry requirements are robust and that qualifications remain relevant. Members of the Associations should already meet the entry requirements they should not require an individual assessment.

The register and the professional associations are separate but complementary.

Ian Cambray-Smith

The main points of the presentation by Ian are as follows:

National Occupational Standards – The only reason that Bowen is involved in the review of the NOS is that it is part of the Foundation's Regulation Programme.

The Regulatory programme – 5 other therapies are part of the regulatory programme. At least two (Alexander and Cranio-Sacral) are likely to ballot their practitioners before deciding to be regulated. If a ballot leads to a split decision, it is possible that some professional associations could join the register. Three more therapies are in the process of joining the programme: Micro-systems acupuncture (ears, feet etc); Healers; and Hypnotherapists.

Funding - Funding from the Foundation will cease on 31st March 2009.

Education and research – to use robust and appropriate methods to research

Champions required – academics both medical and non-medical.

Open Discussion

The following were discussed in an open forum:

Next steps:

- CPD policy for PSB
- Entry requirements + Accreditation for Prior Learning (APL) and Accreditation for Experiential Learning (APEL)

The Code of Conduct:

- Must tell the client the procedures being given
- Record the procedures given to the client

The need to have clarification for Bowen Courses.

A Statement of Bowen Technique to be developed.

Has it been decided what Bowen is? If so is NST 'Bowen'? It was stated that NST could not be considered to be 'Bowen', since it does not meet the definition in the core curriculum.

The need for CPD that meets the needs of practitioners and is not simply what trainers are able to offer.