

MINUTES OF THE MEETING OF THE REIKI REGULATORY WORKING GROUP held on Tuesday 17 July 2007 at Tavistock Room, Connaught Hall, 36- 45 Tavistock Square, London, WC1H 9EX

PRESENT

RRWG Chair	Anthony Perry
British Complementary Medicine Association	Terry Cullen
Complementary Therapists Association	John Dent
Federation of Holistic Therapists	Edith Maskell, RRWG Treasurer John French
Open Reiki Group	Jeanne Long
Reiki Healers & Teachers Society	Jennifer Dean-Hill
The Reiki Alliance	Kate Jones Jan Robinson
The Reiki Association	Mamta Nanda Emma Higginson
The Tera-Mai™ Association	Suzanne Zacharia
UK Reiki Federation	Doreen Sawyer, RRWG Secretary Robert Jefford
United Kingdom Reiki Alliance	Pauline Kelly
Lay Member	Nadia Corp Ruth Kelly
PFIH (from 1 pm)	Jean Nestor

APOLOGIES

Martyn Farrington - IPTI
Keith Harmon - BCMA
Rosemary Pharo - RHATS

1 BCMA

There was discussion about the BCMA's process of Voluntary Self Regulation, and a number of issues were raised and clarification sought. It was agreed that Terry Cullen would take the discussions back to the BCMA and feed back to the RRWG Secretary within four weeks. Edith Maskell stressed that items discussed at the RRWG meetings remain confidential to the group. **Action: Terry Cullen**

1 REGULATION COMMITTEE MEETING (FWG)

Edith Maskell raised a number of issues such as voting, minutes, status of observers, role of PSBs, numbers on PSBs, equal opportunities, alternative models being put forward but not circulated. An observer had been introduced at FWG meetings (Jean Nestor PFIH Project Manager) who also attends all other VSR meetings. There is no independent observer on the FWG.

Following discussion, it was agreed that Edith Maskell had the support of the group and had full authority to follow the guidelines discussed with regards to the FWG process. Edith was thanked for her work.

2 MINUTES OF MEETING OF 21 MAY 2007

The minutes of the last meeting were read and agreed to be signed as a true record.

3 MATTERS ARISING FROM MINUTES

a) Reiki re Massage

Robert Jefford had drafted a letter to Towergate Insurance, copy of which was circulated to the meeting. Robert read the letter to the group. After clarification and minor amendment the letter was approved. It was agreed that Robert Jefford would forward amended copy to the Secretary and she would send out.

Action: Robert Jefford/Doreen Sawyer.

b) NOS These had been approved in February 2006. Tom Lane confirmed in May 2007 – RRWG members had been notified by email.

4 OFFICER'S REPORT

a) Chair

Tony Perry reported back on the Lay Chair's network meeting on 23rd. Ian Cambay Smith mentioned new PFIH initiative regarding a booklet detailing six chronic conditions. FWG was discussed at length. There would be no more funding after March 2008. He had also suggested that a forum post-federal group should be formed for professional associations, which was an extension of the lay chair forums. An email had been circulated previously about the Lay Chair's forum.

Edith Maskell felt the purpose of the Lay Chair meetings was network for supporting Lay Chairs, but they were talking about things such as FWG matters etc. Jean Nestor – Chairs have opportunity to network, to discuss regulation in its widest remit, but because the FWG and other things had superseded this, things had changed. Chairs set the agenda and things had focussed around the FWG as this is what the Chairs wished to discuss. Edith Maskell queried why a document produced by a Lay Chair was circulated to all groups. She had been told by Ian Cambay-Smith that notes were not produced from these meetings. Some ILCs had circulated it to their groups and others had not. It was felt inappropriate to circulate generally as this was only one person's perception of the meeting and the contents had not been agreed by the other ILCs.

b) Treasurer

Balance Sheet as at 13 July 2007 – there was a discrepancy of £10 but that had now been found. Started with £5572.34, final surplus was now £5582.34.

Profit & Loss Account for last quarter– only income is bank interest at £24.53, expenditure at £1011.73. Surplus -£987.20.

Re the PFIH Grant. The Foundation had confirmed that the RRWG had been accepted on to the Funding Programme for 2007-8 but await further information on the actual figures.

c) Secretary

Most of work is with emails - majority of emails are about the register, many individuals want to become members of the RRWG. Enquiries for practitioners are few but individuals are always referred to the RRWG website. The Admin Assistant deals with emails, except those of more complex nature. She circulates all emails needing to be circulated to the group and the nominated contact for each organisation should continue to send emails for circulation to the admin assistant clearly marked. Copies of all communications are kept on file. Secretary spends a tremendous amount of time liaising with the Chair and Treasurer.

5 PROGRESS ON BUSINESS PLAN

- a) Draft Constitution had been circulated prior to the meeting. Suzanne Zacharia raised questions which the group required feedback on. The questions were looked at individually. It was suggested that the document be taken away, feedback comments to Rosemary within one month, she should then take consensus from feedback, re-draft and circulate prior to the next meeting. **Action: All/Rosemary Pharo**
- b) Grand parenting draft document had been circulated prior to the meeting. Question was asked why there was a time deadline for application. It was felt that there should be some limit. Edith Maskell gave explanation of what grand parenting was. There was discussion about how grand parenting should be described. There was discussion about vetting procedures including the possible use of using professional organisations who do have vetting procedures as one route. It was agreed that Doreen and Jennifer would draft out some guidelines. **Action: Jennifer Dean-Hill/Doreen Sawyer.**
- c) Core Curriculum. Kate Jones circulated a summary of action which had been taken. Edith Maskell would check whether Lorraine Davis was still available for input, Jenny Dean-Hill offered to join the group. There was discussion about various aspects of the Core Curriculum. A template had been prepared for the sub group by Doreen Sawyer, which needed to be discussed. This would be redrafted and circulated prior to the next meeting. **Action: Edith Maskell. Action: Kate Jones**
- d) Consultation. Maria Bindao had provided an introductory report on the consultation, the results of which should be read in conjunction with the original consultation documents. Nadia Corp would take over the liaison with Maria for the project and would help with the final report. **Action: Nadia Corp**

7 Website Co-ordinator

It was suggested that Rosemary be asked if she would like to take on this role. **Action: Doreen Sawyer//Rosemary Pharo**

8 AOB

- a) Honorarium As the RRWG is in credit the subject of an honorarium payment for Edith Maskell to attend the FWG meetings was discussed. It was agreed that the sum of £1500 could be paid.
- b) Payment for Analyst. It was suggested and agreed that the sum of £500 should be paid to Maria Bindao at the conclusion of the consultation. Emma Higginson agreed to store the consultation documents at the end of the consultation period. **Action: Edith Maskell (payment)/Nadia Corp & Emma Higginson (storage)**
- c) PFIH Seminar – Edith Maskell attended a seminar with the Westminster Health Forum on behalf of the RRWG and had previously circulated a report to the group.

9 Date of next meeting is Tuesday 11 September, then Tuesday 6 November 2007

The meeting closed at 3.05 pm.