The Rev’d Richard Warhurst

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April, 2015

To members of the Association of Hospice and Palliative Care Chaplains

Dear member,

I am writing to give you formal notification of the Annual General Meeting of the Association of Hospice and Palliative Care Chaplains which will take place on Tuesday 19th May at 5.30pm during our conference at The Hayes Conference Centre, Swanwick, Derbyshire (18th – 20th May). The AGM and Minutes of the last meeting are attached in this mailing.

I would be grateful if you let me have any items for the agenda under Any Other Business as soon as possible. My contact details are on the letterhead.

You should have already received information from us regarding membership and conference application. If you have not yet booked but wish to attend please forward your application as soon as possible.

Please contact me if you require any further information, or if you are unable to attend the AGM and wish to give your apologies.

With best wishes

Richard Warhurst

AHPCC Secretary

AHPCC President’s Report 2014 – 2015

There has been a lot happening in the world of health care chaplaincy during the past year. In my report I have outlined our AHPCC activities and also tried to give a sense of some of the wider developments. Please make the time to read the report itself and the documents attached, as this will give you a clearer picture of what is going on and enable you to play a full part in our discussions about the future direction of chaplaincy.

## 1. Executive news

The Executive has met three times in the past year, with two meetings in London and an overnight stay in Manchester. We will also be travelling to The Hayes Centre a day early to make final preparations for our Conference. I’m extremely grateful to the Executive for their hard work in this and previous years. At our forthcoming AGM, as well as electing a new President, there will be potentially three vacancies for Exec members, and I really would encourage you to consider this. The current pattern of meetings is as outlined above, and there are also opportunities to undertake extra projects or to represent the AHPCC on external bodies – though no-one will twist your arm to do this when you are new! Being on the Executive will involve you in work to support our organisation (e.g. helping to plan our annual Conference) and will also make you more aware of broader developments across health care chaplaincy.

Please contact any member of the current Exec if you wish to know more.

## 2. AHPCC finances: new projects

I reported last year that we had saved ourselves some money as an organisation by taking over administration of our membership lists and annual Conference when Hospice UK (formerly Help the Hospices) ceased to offer this service. We have been considering how best to use our funds to benefit the AHPCC and foster excellence in spiritual care, and will be bringing two proposals to the next AGM:

* to make available an annual grant of £250 to support an AHPCC member wishing to undertake a relevant research project.
* to engage someone to contact hospices and specialist palliative care units throughout the UK on our behalf as part of an information gathering exercise to map chaplaincy provision – both to identify “the gaps” and also to promote the AHPCC and the importance of spiritual care.

There will be further details at the AGM.

## 3. The Future of Chaplaincy

I hope many of you have been keeping up-to-date with national developments in chaplaincy through our website, under the heading “The Future of Chaplaincy”. It’s encouraging to be able to report some significant progress in the past year:

###### a) Publishing of new Chaplaincy Guidelines

In March a new set of NHS Chaplaincy Guidelines was published, replacing the Guidance of 2003. Particular thanks go to the Revd Chris Swift, head of Chaplaincy services in the Leeds Hospitals, for his work in heading up the project. You can download the Guidelines from our website, or direct from NHS England. A formal launch is planned for later in the year, and we will publicise the date as soon as it’s known.

Although some AHPCC members may work outside England and/or outside the NHS, this document will influence how healthcare chaplaincy as a profession is perceived, and is of direct relevance to us all. The Guidelines include a separate section on Specialist Palliative Care, which reference our own AHPCC Guidance. They also commit us to working with NHS England to produce an Annexe on Information Governance by February 2016, which will give us a chance to tackle some of the issues arising from the Data Protection Act.

###### b) Chaplaincy Leadership Forum (CLF)

The Chaplaincy Leadership Forum has met 3 times this year (I have attended on behalf of the AHPCC), and in between meetings the Executive (CLFE) has held monthly conference calls. There have been regular updates of the work of the CLF on our website, so I hope that members have felt fully informed.

The publication of the Guidelines has created an opportunity for further reflection on a vision for health care chaplaincy in the years ahead. Recently, members of the CLFE held a meeting to discuss possible priorities for the next few years. The result of that meeting was the discussion paper “Transformation of Chaplaincy” which, along with a covering letter, has been posted on our website. The paper and covering letter are also attached to this report. The four areas which we believe need to be prioritised are:

* Leadership Development
* Supportive Review
* Regulation & Authorisation (including Registration)
* Research

Rather than go into further detail here, I encourage you to read the discussion paper and the accompanying letter. I cannot stress too strongly that the intention of the paper is as its name suggests: to provide a basis for reflection and discussion throughout health care chaplaincy. Nothing has been decided; however, we really do want to hear your views. I hope that our Conference in May will mark the beginnings of a conversation through which AHPCC members can feed back to the CLF by the deadline date of 30 June, to help us to develop a shared vision across health care chaplaincy and also provide a focus for our discussions with NHS England and other health care providers.

###### c) The United Kingdom Board of Healthcare Chaplaincy (UKBHC)

The United Kingdom Board of Healthcare Chaplaincy (UKBHC) has met regularly through the past year and held its AGM in London last September. Progress continues to be made towards professional registration, and we are being assisted in the process by the Professional Standards Authority (PSA), the body which has to approve our application.

We are still looking for experienced AHPCC members who would consider joining the Professional Advisers’ Panel, to assist specifically with palliative care chaplaincy appointments. Please see me if you are interested in exploring this.

## 4. Links with other chaplaincy and external organisations

It is important to look beyond our own Association and to foster links with others working in chaplaincy and spiritual care. In the past year, we have continued our involvement with a variety of groups, including the following:

#### Healthcare Chaplaincy Faith and Belief Group (HCFBG).

We and the College of Health Care Chaplains (CHCC) have observer status on this group, and Richard Warhurst has taken over from Dawn Allan as our representative. Members of the HCFBG are also part of the Chaplaincy Leadership Forum.

###### European Network of Health Care Chaplains (ENHCC)

This, as the name suggests, is a grouping which enables us to keep in touch with developments in chaplaincy and spiritual care across Europe. At the heart of its activity is a bi-annual Consultation, held each time in a different European city. In May 2014 Margery Collin and I represented the AHPCC at the Consultation in Salzburg. It was fascinating to see the diverse ways in which chaplaincy functions in different parts of Europe, but also to appreciate the common challenges which we face. You will find a copy of the Consultation Statement on our website, and a report on the Consultation (in English, French and German!) in the journal *Health and Social Care Chaplaincy (Vol2.1: 2014).*

###### Leadership Alliance for the Care of Dying People (LACDP)

In June 2014 the LACDP published “One Chance to Get it Right”, establishing five priorities for Care of the Dying Person. Chaplaincy was represented on the LACDP by the Revd Meg Burton of CHCC. Meg and Debbie Hodge (HCFBG) are at present engaged in some research to examine whether these priorities are being implemented, and are asking chaplains to submit case studies/stories relating to end of life care. Please refer to Meg and Debbie’s letter on our website for details of how to get involved, and note that the deadline for submissions is 31 July.

Other initiatives during the past year have included: maintaining our links with **Hospice UK** (details of their forthcoming Conference in November will be on our website soon) and meeting with leaders of the **National Council for Palliative Care**, to explore how we may work more closely together. Also, along with Meg Burton (CHCC), I attended a briefing and Q & A at the House of Lords last October about Lord Falconer’s Assisted Dying Bill. There will no doubt be further developments on this issue in future.

As this is my final Report to the AHPCC before standing down at the AGM in May, I wish simply to record my thanks to you all for your support over the past three years. I believe that we are living through significant times for the future of chaplaincy within health care, and I see the publishing of the new Chaplaincy Guidelines and the steady progress towards registration as positive steps forward for chaplaincy as a profession. I hope, too, that the developing links between chaplains in the UK and abroad, along with the growing momentum behind initiatives in research, will help us in evidencing the importance of spiritual care and the work we do.

I am equally convinced that at the heart of our role lie things that cannot be quantified. We live with the unresolved questions, with the shared silences beyond words, and such things will always be resistant to measurement or definition. Therein, paradoxically, lies our usefulness. It’s a privilege to be engaged in this work, and to share it with generous and supportive colleagues. Thank you all.

Judy Davies

AHPCC President

April 2015

Membership Report: (Mike Rattenbury)

There are now 135 members with a further 28 still to renew their membership. Following last year’s reminder that membership is for the Calendar year, paid up membership by this time is much higher than last year’s 94! We aim to allow a three-month grace period (as with the Conference discount), but this year unrenewed members will have until the end of May before their membership expires.

Please don’t forget to let us know about any change of circumstances, including new email / contact details as well as retirements. We only correspond by email so this is important.

NB UKBHC is wanting some more advisors (did Judy mention?)

Margery sends me details once payment arrives – sometimes two months after the form! Do check your finance department if you don’t hear after a couple of weeks.

Website (Mike Rattenbury)

Richard has made a good recovery from last year’s meeting, and over the summer, transferred the whole website to WordPress, and then helped me learn so that I can now manage the website direct, with Richard providing advice and expertise as necessary. I’ve spent much of the time learning the programme and also simplifying the structure of the site (which you won’t see!) but when finished, it will make it a lot easier for any eventual successor to take on.

The Facebook page is also up and running properly now, and I post notice there of any changes on the website, so if you use Facebook you can get an alert.

We do quite well for vacancies, so it’s certainly worth keeping an eye on, for anyone on the move.

The Forum doesn’t a get a huge amount of use – something we could make better use of as a membership, but it is getting more – and not just from exec members! It’s worth keeping an eye on.

**AHPCC Groups: Reports 2014-15**

## Oxfordshire Regional Group

Our group meets quarterly in Oxford and the four chaplains working in the county try and make it a priority to attend the meetings. If a chaplain from a nearby county wished to join us, they would be very welcome. After checking in with each other one of us leads on a particular theme or introduces some reflective practice. Although we don’t meet often, I think it is true to say that we value the opportunity to support one another and to learn from one another. For further information about the group, please email bob.whorton@ouh.nhs.uk.

## The SE Regional group

We have opted for one formal meeting with volunteers per year - October time - at Worth Abbey in Crawley Sussex which is a central venue for the area covered, but also miles from some other places and not feasible for people to travel to. (problem!) We’ve never got anywhere on deciding about smaller groups. However it seems to work well to come together in this way annually and both years this has been well attended. We meet 11am – 3.30pm-ish with me providing a loose programme. Last time we split up for a while so that chaplains and volunteers respectively could have their own groups to talk about arising issues and this was popular as well as shared times of reflection and speakers. We are able to spend time of prayer with the monks in the Abbey before lunch. The idea has been that in the meantime during the year smaller more local groups of chaplains can meet as they wish, and hopefully we also meet at Conference.

Liza Waller <Liza.Waller@hospiceintheweald.org.uk>

## North West & North Wales Group Report

We cover a large area from North Wales to Cumbria – meet three times a year with the Conference making the fourth – recently been welcoming new folk to the group with good discussions – when we meet it is from 12 noon – 3 p.m. – in-between meetings email support is available for members of the group and help with study projects – issues they are facing – and that support network is growing. Next meeting on the 8th July at Nightingale House in Wrexham

Christopher Cheeseman Pendleside Hospice, Colne Road, Reedley, Burnle, BB10

## Eastern Regional Group

The eastern regional group consists of chaplains from hospices as far afield as Cambridge/ Southend/ Letchworth/ Berkhampstead/ Welwyn Garden City. It meets 3 to 4 times a year, generally in Feb, July and October, assuming that some of us will get to the conference in May. We meet from 10-2 pm and have generally been meeting in our different hospices across the region so that we can look around and get ideas and inspiration from differing contexts. We eat lunch, share ideas/resources/and support and pray for one another.

We are usually approx 6- 8 as not everyone can make it each time. We're open to new members. Our next meeting is here at Garden House Hospice in Letchworth on July 3rd 10-2 pm.

Louise Moore

## Northern Ireland Group

Matthew Hagan reports that N. Ireland chaplains have been meeting together during the year, and the intention is for this to be developed as the AHPCC Regional Group.

## Scottish Group

After some months of inactivity due to a change in personnel, the Scottish group, numbering in total around 16, resumed in December 2013 at Strathcarron Hospice when the following was agreed:

* The group will meet three times a year – in March, June and September
* Meetings will begin at 10.30am and finish by 3.30pm
* Each meeting will be held in a different hospice or palliative care unit
* Each meeting will include the following elements:
1. a presentation by a member of the group followed by
2. discussion on the topic presented
3. a group reflective practice session
4. resource sharing
5. an update on national AHPCC activities

In March 2015 we met in the Prince and Princess of Wales Hospice, Glasgow where Margery Collin presented her research results on the search for a higher power at end of life.

In June we took the opportunity to visit the new build at St Columba’s Hospice, Edinburgh.

The September meeting took place in St Andrew’s Hospice, Airdrie where George Beuken presented on the great taboo and the difficulty health professionals have in facing their own mortality.

March 2015 saw us back at Strathcarron discussing the proposed research project on the importance of spirituality for palliative day care patients, presented by Andrew Bennett from Tayside. Andrew will host our June meeting in Dundee – presenter to be confirmed.

These meetings have proved helpful, supportive and enriching for those able to attend and we look forward to continuing with this pattern in the future.

Margery Collin

## Yorkshire and the Northeast Regional Group Report (2014 –2015)

There are currently 19 members on the list of contacts for the group. There have been four meetings since the last AGM attended by paid and volunteer chaplains. Numbers at meetings have varied from 3 up to 15. Some non AHPCC members who are chaplains attended our group from time to time. We met at the hospices at Pontefract, Barnsley, Bradford and Leeds (Wheatfields). During the past year we have changed the pattern of our meeting from a 2hr meeting every other month to a longer, 10:30 am – 3pm, meeting quarterly. Regular things we do are – devotions/worship, share news from the different hospices, share resources, mutual support and lunch. Themed areas of discussion/training have included – Chaplaincy Guidelines & Standards, grief and loss, chaplaincy care in nursing homes and the wider community, working with volunteers, out of hours cover, Lights of Love and services of remembrance, supporting staff, MDTs, identity and role.

Some comments from group members –

“For new hospice chaplains the meeting can be a real God-send and help build confidence in what they are doing and help them with what they might work on next or even what they might drop!”

“I always find our meetings valuable as a way of engaging with colleagues for local/national information, mutual support, discussion of new initiatives and avoiding that occasional sense of isolation which sometime accompanies the work we do individually in hospices.”

“It is valuable for friendship and to share ideas and resources. It is also helpful to share some of the peculiar stresses and pressures that only other chaplains understand.”

David Buck (Regional rep)

## Midlands Group

2014 programme: A mixture of half and full days, covering topics such as:

Rainbow Ripples (child and teenage counselling);

Creative ways of reflecting with pastoral experience – Bob Whorton;

Healing - what it means for end of life – Charlie Radburn;

Spiritual assessment – David Knight

Forthcoming meetings:

Wednesday 8th July – St Richards Worcester:

Mindfulness – Helen Cotter;

Idiots guide to the various conditions that we encounter in a hospice and palliative care setting – Doctor from St Richards

Thursday 8th October – LOROS: Understanding atheists and atheism – Stig Graham

Stig Graham (Regional rep)

## London Group

At the moment the London Group is not meeting. Convenor Markus Lange reports:

Last summer (2014) we had a meeting at the Marie Curie hospice with a low turnout.

I had to call off a meeting advertised for earlier this year to take place at the North London Hospice, due to lack of commitment to come and a lack of positive feedback.

When I sent an email out inviting feedback, input and guidance, again only silence came back.

## South West & South Wales

For those of our group who attended Conference last year, we gathered and planned our next meeting. We had made a retreat together for the past 3 years at Ammerdown, over two days and with an overnight stay. However, this was getting less easy to manage for some of our group, financially and time-wise.

So in 2014 we met at a different venue, kindly donated to us by one of our group's volunteers. We had a two day slot beginning with a Quiet Day / Retreat, led ably by Bob Whorton. Some stayed overnight, and others who could not make the first day, attended on the second day, which was a more informal time of catching up and sharing.

In January this year, we met again at Exeter. Some of our volunteers joined us then and we discussed resources, gave updates on our situations and shared communion.

Sally Bedborough (Regional Rep)

Minutes of AHPCC Annual General Meeting Tuesday 13th May 2014, Swanwick

#### Apologies for absence

Harry Edwards, Nick Baggio, Harold Jones.

#### Minutes of AGM 2013

These were approved and signed by Judy Davies as a true record.

#### Matters Arising:

These will be addressed as they occur on the agenda.

#### President’s Report:

The President’s report was received by the AGM, with the following amendment on page 2. The Multi Faith Group for Healthcare Chaplaincy (MFGHC) has changed its name to Healthcare Chaplaincy Faith and Belief Group (HCFBG).

#### Treasurer’s Report: (Caroline MacAfee)

This was Caroline’s final report as Treasurer and she was thrilled to leave with a healthy balance on the account. This, in part is due to receipt of monies from Help the Hospices and that members of the Executive organize the Annual Conference. Caroline was indebted to the accountant at her own hospice who has audited the accounts. She noted that the conference in 2012 organised on behalf of AHPCC cost £929.25. A summary of the report was sent to members by e-mail and was able to be viewed on screen later. Caroline reminded members about paying their membership fees in a timely manner, as there are a number outstanding. She thanked David Mitchell, a former Treasurer, for all his work in setting up the system some years ago.

Caroline was thanked, not only for her hard work as Treasurer, but for her commitment and enthusiasm as an Exec member since 2003.

#### Membership Report: (Mike Rattenbury)

There are 94 members with a further 68 yet to renew their membership. Mike acknowledged that some members have left or possibly retired. He reminded members that the fees cover the period from January to December, and asked that membership is renewed as early in the year as possible. He requested that members also keep e-mail/ contact details up to date.

#### Website (Mike Rattenbury)

Mike apologized for the reduced content on the website. Richard who acts as publisher and updates/inputs information has been very ill. Mike has been unable to add information during the last couple of months. Richard is now recovering and adding essential items. A card sending our best wishes has been sent to him.

#### Reports from other representatives:

Markus had produced information of these groups posted at conference to enable members to familiarize themselves with their relationship to the AHPCC.

###### Healthcare Chaplaincy Faith and Belief Group (HCFBC)

*formerly Multi Faith Group for Healthcare Chaplaincy (MFGHC)* (Dawn Allan) N.B. England only group.

Conference was informed that the idea for the name change was following discussion with Humanists in an effort to be inclusive. The question “Could they become Chaplains?” had been posed some years ago. However because the new name still included the word Chaplaincy, the Humanists still did not wish to be a part of the group because it contains the word Chaplaincy. There is ongoing exploration of ways of working together.

Markus Lange has previously represented this group on behalf of the AHPCC. Dawn Allan has now taken over. Dawn was unable to attend the last meeting due to the Tube strike so had nothing to report back.

###### European Network of Health Care Chaplains: (Judy Davies)

Judy gave some background on this group and explained that conferences are held biennially across Europe giving insights into the different ways of working. The previous conference had been held in Mennerode, which Mike Rattenbury had attended. This year’s conference has a full agenda and is to be held in Salzburg. It includes a visit to a Hospice in Salzburg. Margery Collin and Judy will represent the AHPCC.

###### European Association for Palliative Care (Gary Windon)

Gary explained that the EAPC is a Europe-wide non- government organization (NGO)

Formed approximately 25 years ago. They hold congresses/conferences biennially, this year in Spain. Gary liaises with Steve Nolan (Princess Alice Hospice) who is on the Spiritual CareTask Force. The UK is well represented.

###### Northern Ireland Healthcare Chaplains Association NICA (Matthew Hagan)

NICA will be holding their Annual Conference and 54th AGM on 16th May, when Revd. Derek Fraser (Chairperson of the UK Board of Healthcare Chaplaincy) will be the speaker. The topic this year is Standards, Competencies and Code of Conduct. Matthew gave an excellent overview of the training programme for 2014/5. His full report is appended.

###### Scottish Association of Chaplains in Healthcare (Margery Collin)

Until recently two of the main contributions from SACH were the provision of the journal and of education and training opportunities for chaplains. With the joining of SACH and CHCC to produce one journal, SACH no longer had to undertake this task alone. In addition, Scottish government funding through NHS Education Scotland (NES), has meant that study days, chaplaincy conferences and training days could be provided at no cost. SACH has therefore been able to relinquish this role also. As a result, the SACH Executive will look to the future role of the association. As part of its deliberations it will endeavour to liaise with the Scottish branch of CHCC which is currently small in number to see if there might be a way of joint working in the future. A meeting has been arranged for June 2014.

There is support from the Scottish Government for Spiritual Care in Scotland and a lead group for Education and Training through Ewan Kelly. There are study days at no cost. Mark Burleigh CHCC President is going to Scotland in June to attend a meeting.

###### Paediatric Chaplaincy Network (Markus Lange)

Markus reported that there are a few members of the AHPCC who also belong to the PCN linked through Paul Nash, Chaplain at Birmingham Children’s Hospital. The organization covers paediatric palliative care that takes place in hospitals and also hospital-attached community work. They offer a specialist course with credits and are holding a conference in November.

###### Children’s Hospice Spiritual Care Network (Markus Lange)

This group started in March 2013. Three meetings were held in 2013. It now has a multi-professional steering group, and beyond (and regardless) the clearly marked focus on hospice work, professionals from the acute hospital sector have expressed interest in this group and have attended meetings.

The next meeting is scheduled for Tuesday 24th June at Britannia House (Help the Hospices HQ) in London. The group attracts members from all parts of the UK and the Republic of Ireland.

#### Elections to the Executive:

Treasurer – Vacant

Secretary – Richard Warhurst. Proposed Tom Duncanson, seconded Sue Clarke (3yrs -2017)

N.I. Rep – Matthew Hagan. Proposed Marlene Taylor, seconded Caroline MacAfee (3yrs - 2017)

Re-elected – Mike Rattenbury. Proposed Bob Whorton, seconded Judy Davies (3yrs -2017)

Re-elected – Gary Windon. Proposed Markus Lange, seconded Margery Collin (3yrs - 2017)

Member – Sally Bedborough. Proposed Sue Clarke, seconded Richard Warhurst (3yrs - 2017)

Member – Nigel Mason. Proposed Dawn Allan, seconded Marlene Taylor (3yrs - 2017)

Judy thanked members who are standing down, for their work on the Executive Committee, including Sue Clarke as Secretary, Marlene Taylor N.I. Representative, and Kathryn Jackson, a long-time member of the Exec who has returned to parish ministry and had been licensed as Rector of Haxby and Wigginton the previous evening.

#### Regional Groups

There was a discussion on Regional Groups, some are functioning well, some less so. There is a wide variety of practice with some meeting informally. There are geographical difficulties, some covering a wide area requiring extensive travelling time.

*Scottish Group* – are meeting again.

*London* – Markus has been coordinating this group and is standing down. It may be that the London group re-joins the S.E/S. Central, and this needs some thought

*Oxford* – Four chaplains meet quarterly and encouraged others to join them.

*S. West* – including Wales met in January and held an autumn retreat for the last 3 years.

*N. West* – Is a supportive group that meets quarterly.

*N. Ireland* – Are planning to meet with another hospice in Londonderry

*Midlands* – This group covers a large area, and meets 3 times per year; usually 15/6 people attend. Alison Sellwood is currently administrator.

*S.East.* – Also covers a large area, has met twice this year.

#### Any Other Business

Andy Edmeads thanked Judy Davies for all the hard work, and all she has given of herself as President of the AHPCC.

Ashgate Hospice celebrated their 25th anniversary at the Crooked Spire Church in Chesterfield. A YouTube clip was shown of members of the hospice team rehearsing ‘Home’ the melody of which was transposed from Bob Heath’s Music Therapy workshop at Conference 2013.

The meeting closed at 5.30pm.

Signed President AHPCC

Date: