

**The Bowen Forum**  
**Executive Report**

**Grant Period April 2006 to March 2007**

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**1. Executive Summary**

**Progress**

The Bowen Forum has continued to make steady progress during the period, and the main achievements have been:

- Promoting the Consultation on a Federal Regulatory body, and generating a large number of responses from Bowen therapists;
- Being invited to be represented on the Federal Working Group that is meeting in 2007;
- The recruitment of two enthusiastic and very experienced new lay members;
- Reforming the Education sub-group in January 2007.

**Changes to the project**

There have been no changes to the project during the period, and no major changes are anticipated.

**Challenges**

The main challenges to the project are in keeping therapists informed of the continuing work and in involving them in the decision-making process wherever possible. The general lack of interest in matters relating to regulation makes this particularly difficult.

Working with training providers to standardize the core curriculum is one of the major challenges going forwards. We have found them very enthusiastic about being involved in the process, but introducing common high standards will require agreement from all parties, and there may need to be some compromises.

**Main targets for the next twelve months**

- Participation in all the meetings of the Federal Working Group
- Introduction of associate members
- Development of a core curriculum for Bowen
- Working with the professional associations to help them to prepare for the regulatory environment.

## 2. Progress during the twelve month period

	Milestone	Target Date
<b>Consultation:</b>	To consult with members regarding a federal structure: <ul style="list-style-type: none"> <li>To prepare for consultation</li> <li>To notify members through e-mails, mailshots and information posted on the website.</li> <li>To manage the consultation process</li> <li>To prepare a response from The Bowen Forum</li> </ul>	May 2006 May 2006  August 2006 August 2006

### **Action:**

The Forum was able to publicise the consultation soon after its launch in early May 2006, with a mail-shot to members of professional associations, and with relevant information posted on the website. Members of the Committee promoted it at the BTER EGM in May 2006 and at the BAUK AGM in early June 2006. An offer to speak with Regional Interest Groups was not taken up. Therapists were encouraged to respond either directly to Abi Masterson Consulting, or via the Forum, and as an incentive we raffled two prizes of two Bowen CPD days to any therapist who responded. The Forum's response to the consultation included the views of the Committee, of 11 other therapists, and of one member of the public.

In September, we sent out an electronic survey to members on e-mail, asking three short questions to do with the consultation and regulation. We received 365 responses, and the results were:

### **1 Did you respond to the consultation?**

Yes	27%	98 people
No	73%	

### **2 If not, why not?**

I couldn't download it	20%
I didn't understand it	7%
I didn't have time	41%
I wasn't interested	3%
Other (most said that they didn't know about it)	29%

### **3 General views on regulation**

I think Bowen should join a federal body	51%
I think Bowen should set up its own regulatory body	40%
I don't think that therapies should be regulated	3%
Other (mostly undecided)	6%

The apparently high response rate was not supported by the Report on the Consultation, which recorded 28 responses from Bowen Therapists. However, much of the difference

will be accounted for by 15 therapists (including Committee members) who responded via the Forum, and by multi-disciplinary practitioners whose responses may have been ascribed to one of their other therapies. Whatever the true figure, the response rate was very good when compared to the relatively small number of Bowen therapists compared to some other therapies.

The final question in the survey related to general views on regulation, and demonstrated a clear preference for the federal approach over a single body approach. If a more sophisticated question had been asked, including the relative costs and effectiveness of the two options, the preference for the federal approach would have been even clearer.

<b>Legal:</b>	<ul style="list-style-type: none"> <li>• To agree how we work with multi-disciplinary associations, such as the Complementary Therapy Association (CThA).</li> <li>• To agree criteria for Affiliate membership of The Bowen Forum.</li> </ul>	<p>May 2006</p> <p>August 2006</p>
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***Actions:***

The Bowen Forum has re-established contact with the Complementary Therapy Association, and has exchanged some information. We understand that about 500 Bowen Therapists are currently members of the CThA, and it is important for these therapists to be represented. The Bowen Forum has suggested that a Bowen Therapist member of CThA should attend committee meetings in a non-voting capacity, and we hope that this will be achieved by May 2007. The non-voting role is because only professional associations which exclusively represent Bowen therapists are currently eligible to vote under the Forum's constitution.

The criteria for Affiliate membership of the Bowen Forum have yet to be agreed, but Bowen training establishments would be eligible. The Education Sub-Group will be meeting with training establishments in 2007, and will be discussing Affiliate membership.

<b>Finance:</b>	To set up a deposit account.	May 2006
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***Action:***

A deposit account has been opened at HSBC.

<b>Recruitment:</b>	To recruit extra Committee members	June 2006
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***Action:***

The Forum has recruited 2 lay members, Lynden Lane and Zazia Pratt to the committee. Both Lynden and Zazia bring a wealth of experience to the Forum. Lynden has taken on the lead of the Education Sub-Group and Zazia is supporting her. The Forum has also recruited another representative from BAUK, Angela Cannon.

<b>NOS:</b>	To agree National Occupational Standards for Bowen.	June 2006
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**Action:**

The National Occupational Standards were agreed in the year, both by the working party and subsequently by Skills for Health.

<b>AGM:</b>	To organise an event which therapists can attend, and where they can share their views on the VSR process: <ul style="list-style-type: none"> <li>• To select the date and book the venue</li> <li>• To prepare workshops</li> </ul>	April 2006 Sept 2006
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**Action:**

The AGM was held in September 2006. The primary focus of the day was to report and discuss the results of the Prince’s Foundation for Integrated Health (PFIH) Consultation on the use of a Federal model for Voluntary Self Regulation (VSR) of CAM. The Forum AGM included a workshop on issues for the regulation process – the results of are posted on the website.

<b>Education and training:</b>	• To prepare a database of all training establishments.	Sept 2006
	• To invite all to be associate members of The Bowen Forum.	Sept 2006
	• To standardise information that is given to students concerning regulation.	Oct 2006
	• To start to develop a core curriculum for Bowen training, based upon the National Occupational Standards.	Mar 2007

**Action:**

In summer 2006, we sent out a questionnaire to the various Bowen training establishments that have been identified.

In January 2007, the Education Sub Group (ESG) was re-formed with John Wilks (BTUK), Alastair Rattray (ECBS), Zazia Pratt (lay member) and Lynden Lane (lay member) as the members. The priorities for the group include:

1. Developing a Core Curriculum based on the National Occupation Standards.

2. Writing a report of all training establishments from the questionnaires returned in summer of 2006. (The report will ensure that no reader can identify any establishment).
3. Visiting all UK training establishments in first half of 2007.
4. Contacting all overseas establishments who offer training in UK by email.
5. Ensuring two-way communication between training establishments and the Bowen Forum.
6. Arranging for the ESG to meet/talk at least every 6 weeks up to March 2008.

<b>Research:</b>	To set up a Research Sub-Group.	Sept 2006
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**Action:**

The Forum has been in consultation with 2 committee members and 1 additional Bowen practitioner to set up a Research Sub-Group. Initial scoping work regarding the remit of the sub-group is in progress and the first meeting is planned for May 2007.

<b>Publicity:</b>	To continue to develop the website: <ul style="list-style-type: none"> <li>• To promote the consultation.</li> <li>• To include diagrams of the proposed regulatory structure.</li> </ul>	June 2006 June 2006
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**Action:**

We have continued to publicise the work of the Bowen Forum, both by sending out newsletters from the Bowen Forum, and by contributing articles to the magazines sent out by the professional associations. The launch of the Consultation in May 2006 was a good chance to get therapists involved in the process, and members of the Forum committee gave talks at the EMG for the Bowen Therapists' European Register and at the AGM for the Bowen Association (UK). However, it is very hard to get therapists very interested in regulation, and our offer to present to meetings of Regional Interest Groups was not taken up.

We now have 233 members on our mailing list, and we sent out two electronic surveys during the year, using the 'Survey Monkey' tool. We are committed to sending out other surveys in future, where there is an issue that is appropriate for such a survey.

### **3. Changes to the Project**

There were no changes to the project during the grant period, and no major changes are anticipated.

#### 4. Targets for the next twelve months

<p><b>Bowen Forum Milestones 2007-8</b></p>
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	Milestone	Target Date
<b>Federal Working Group:</b>	<ul style="list-style-type: none"> <li>• To participate in all meetings of the FWG</li> <li>• To disseminate information widely, and to involve Bowen therapists wherever possible in the decision-making process.</li> </ul>	Sept 2007 Sept 2007
<b>Legal:</b>	<ul style="list-style-type: none"> <li>• To agree criteria for Affiliate membership of The Bowen Forum.</li> <li>• To agree a code of conduct for Bowen Practitioners</li> <li>• To agree a complaints procedure for Bowen Practitioners</li> <li>• To agree a fitness to practice procedure for Bowen Practitioners</li> </ul>	July 2007  Dec 2007 Dec 2007  Dec 2007
<b>Finance:</b>	<ul style="list-style-type: none"> <li>• To agree a fee structure for Associate members.</li> </ul>	July 2007
<b>Recruitment:</b>	<ul style="list-style-type: none"> <li>• To co-opt additional Bowen practitioners onto appropriate sub-groups for specific project work.</li> </ul>	July 2007
<b>NOS:</b>	<ul style="list-style-type: none"> <li>• To make the agreed standards available through the Bowen Forum website.</li> </ul>	April 2007
<b>AGM:</b>	<p>To organise an event which therapists can attend, and where they can share their views on the VSR process:</p> <ul style="list-style-type: none"> <li>• To select the date and book the venue</li> <li>• To prepare workshops</li> </ul>	Oct 2007

<b>Education and training</b>	• To invite all training establishments to be associate members of The Bowen Forum.	Sept 2007
	• To standardise information that is given to students concerning regulation.	July 2007
	• To write a report of all training establishments from the questionnaires returned in summer of 2006.	April 2007.
	• To start to develop a core curriculum for Bowen training, based upon the National Occupational Standards.	Sept 2007
	• To visit all UK training establishments	Jun-Sep 2007
	• To contact all overseas establishments who offer training in UK by email.	April 2007
<b>Publicity:</b>	• To work with PA.s to prepare them for regulation	June 2007
	• To ensure that Bowen therapists are consulted on key decisions relating to the FWG.	Sept 2007

## 5. Financial Information

The draft accounts for the twelve months ended 31 December 2006 are attached to this report, and are prepared on the accruals basis.

The major items of income for the period comprised the grant from the Regulation Programme of £4,541, and subscription income from the professional associations of £3,027 (£3 per head for 1,009 members). The total unrestricted income for the year was £7,571.

In addition, we received two further grants from the Foundation: £850 for expenses relating to the consultation, and £500 for Lay Member expenses. £66 of the latter grant was spent in the year to 31 December 2006. The expenditure on promoting the consultation was £934.24, and the excess expenditure of £84.24 was met out of unrestricted funds. An analysis of these costs is as follows:

	£
3 Website updates	110.50
Travel to BAUK AGM	25.35
Travel to planning meeting	46.00
Travel to BTER EGM	99.35
Postage costs	81.98
Electronic surveys of members	21.06
CPD days offered as incentive to respond to the consultation	300.00
1 month of Lay Chair honorarium	250.00
	<u>934.24</u>



The total expenditure in 2006, was £5,323, which includes the £934 of consultation costs, and £2,750 for the remainder of the honorarium to the independent chair. The other main expenses were £1,187 of travel costs and £216 of room hire for committee meetings and for the AGM.

In addition, in the first three months of 2007, we have incurred £1,315 of expenditure, including £750 for the Lay Chair's honorarium, £462 of travel expenses, and £100 of room hire.

Expenses are kept low, because the newsletter and associated updates are either sent electronically, or they are posted out by the professional associations. Room hire costs were kept to a minimum in 2006, but in 2007 they are likely to increase to £600, since we are now paying for a regular venue. The other cost that will increase significantly in 2007 is the travel expenses. Although we will not have to pay expenses to the NOS working party in 2007, the Education Sub-Group has been re-formed, and will be meeting regularly and also travelling to visit training establishments. These costs will be met in 2007 by raising the subscriptions to professional associations slightly, and by charging fees to the training establishments as Associate members of the Forum.

At 31 December 2006, the Forum had funds of £6,065. This represents about a year's expenditure, and I believe that it is an appropriate level of reserves to carry forward. Although the Forum will budget to make a small surplus every year, we do not intend to increase our reserves by much in succeeding years, and at the end of the VSR process, any surplus funds are expected to be returned to the member associations.

Signed:

Position:        Treasurer

Date: