

FMSB Meeting

Wednesday 19th May 2021

Approved Minutes

Present: Robert Creighton (Chair), Professor Lisa Doodson, Ian Hamer (In part), John Hobson, Sarah-Jane Turnbull (In part), Michael Mack, Alexis Walker

Apologies: Beryl Darling

Also in attendance: Jane Robey (FMC Representative), Helen Anthony (Executive Officer)

	Part 1 - Open session	Action
1.	Introductory	
1.1	Welcome and introductions apologies, declarations of interests	
	<p>The Chair welcomed everybody, especially Professor Lisa Doodson and Michael Mack, who had just taken up their roles as FMSB Members.</p> <p>Introductions were given, and everybody identified the areas of the FMSB's work that they were involved in or that interested them, and the challenges that they perceived the FMSB as facing. A number of common themes were identified, which the Board would take into consideration in developing its priorities and ways of working:</p> <ul style="list-style-type: none">- maintaining clarity about roles and mutual responsibility between the FMSB and the FMC;- the challenge of matching capacity to the scale of the agenda;- the importance therefore of prioritisation and delivery to the agreed business plan;- developing the understanding of professionalism and its implications for the relationship between individual mediators and the FMC/FMSB;- continuing to sustain the Board's role with the mediation community, ensuring an appropriate balance between rigour and consent to self-regulation;- the challenges of assurance and the mechanisms to deal with poor quality practice.	
1.2	Approval of minutes of last meeting & matters arising not covered elsewhere	
	<p>The FMSB approved the minutes of the meeting held on 24.3.21.</p> <p>It was noted that the issue of safeguarding (referred to in the minutes of the last meeting) would be covered in item 3.2.</p>	HA to publish approved minutes
2.	Reports	
2.1	Chair's Report	
	It was noted that the Chair had nothing to report, that was not elsewhere on the agenda.	

2.2	Executive Officer's Report	
	<p>The FMSB noted that three weeks after the initial deadline for 2021 Registration, 897 (91%) of mediators had taken the first steps in the new registration process, and approximately 60% of those had paid. It was noted that 650 mediators who had re-registered were accredited, and 247 were working toward accreditation. The FMSB noted that the remaining 84 mediators who had not re-registered would be telephoned to ensure those who wanted to re-register were able to do so.</p> <p>It was noted that the new online registration system was working well overall, and although a few problems had been identified these had all been dealt with, or were being addressed. The FMSB noted that once everybody who wanted to re-register had been able to do so, the system will also be used for new registrants. The FMSB thanked colleagues in the FMC office for their work in bringing the new system online, as well as thanking Sheep, the company which operated the system.</p> <p>The FMSB noted that the number of accredited mediators was likely to have dropped by around 50 (7%) from 2020, once the annual registration process is complete. It was noted that this drop in numbers had been anticipated by the FMC and was reflected in its budget for 2021, but highlighted the importance of making sure that profession was accessible as possible in order that the membership of the profession can be renewed.</p> <p>The FMSB noted that the Executive Officer's report had highlighted a gap in the Standards Framework which sets out (in part 5.2, section b) what the FMSB will do in cases where Accredited mediators have membership of an MO withdrawn but not what the FMSB will do in cases where mediators are working towards accreditation. The FMSB agreed to ask the FMC to amend the Standards so that mediators working towards accreditation are treated in the same way as accredited mediators.</p> <p>The Executive Officer asked the FMSB to consider introducing a measure to provide mediators with a Professional Practice Consultant (paid for by the mediator) in situations where a mediator's former PPC suddenly withdraws their consultancy services, and the mediator is unable to find another PPC due to an ongoing complaint about them being considered by their FMC Membership Organisation or the FMSB. The FMSB agreed to put such measures in place to ensure that mediators have appropriate PPC support before</p>	

	the outcome of a complaint is known. The FMSB asked IH & HA to propose an appropriate method of maintaining a list of experienced PPCs who could act in these circumstances, on an interim basis.	IH & HA to propose process for appointment of interim PPCs
2.3	FMC Report	
	<p>The FMSB noted the draft minutes of the FMC Meeting held on 10.3.21.</p> <p>The FMSB noted that the administration of the voucher scheme was going well, and that about 25% (500) of available vouchers had been allocated.</p>	
3.	Governance	
3.1	Evolution of FMSB Member Responsibilities	
	<p>The FMSB agreed that with new members joining the board, that roles and responsibilities of existing members may change. It was agreed that the FMSB would review its work once members could meet in person. The Chair undertook to talk to LD & MM members about their roles in the meantime.</p>	<p>HA to put review of FMSB work on to agenda for next in person meeting</p> <p>RC, LD & MM to discuss roles</p>
3.2	Priorities	
	<p>The FMSB noted that it had agreed with the FMC its priorities for the first part of 2021 and now needed to consider its priorities for the remainder of the year.</p> <p>FMSB members raised concerns that the FMSB addressed safeguarding issues as they arose in different situations (for example training or MIAMs) but did not have an overall plan to consider, implement and monitor the adherence to standards relating to safeguarding. The FMSB agreed that it should implement a strategy to ensure safeguarding standards were properly defined and regulated. The FMSB considered that the strategy could be to form a safeguarding working group, ensuring that one person on each of the FMSB's panels has a role to ensure safeguarding is considered, or by having a system in place to check the implications for safeguarding of every policy/procedure/system the FMSB has in place. It was suggested that an audit of current standards relating to safeguarding might also be carried out.</p> <p>It was agreed that the Chair & Executive Officer would propose a strategy to address the issue of safeguarding, and propose priorities for rest of 2021, within a few weeks of the meeting.</p> <p>The FMSB agreed that in the second half of 2021 the FMSB would consider and agree the best way in which to prioritise its work for 2022 onwards, and that this</p>	<p>RC & HA to propose safeguarding strategy & priorities</p>

	would include considering how to get input from the profession on what its members felt the FMSB's priorities should be.	
4.	Items to Discuss	
4.1	Accreditation Panel	
	<p>The FMSB considered a proposal to appoint a Deputy Chief Assessor, and to pay an honorarium equal to that of 50% of the Chief Assessor's honorarium, noting that costs for 2021 could be absorbed by the current budget for portfolio assessments. The FMSB delegated the task of finalising the role description, person specification and the appointment of the Deputy Chief Assessor to the Accreditation Panel and the Chief Assessor.</p> <p>The FMSB requested that HA, JD & BD produce a revised budget for assessors for 2022, including recommendations for the submission fee, so that this could be considered by the FMC as part of its annual budget setting process.</p>	<p>HA to follow up with Accreditation Panel & JD to appoint Deputy Chief Assessor</p> <p>HA & BD to liaise with to draft assessment budget for 2022</p>
4.2	PPC Panel	
	<p>The FMSB noted the draft minutes from the PPC Panel and agreed the revised proposal regarding CPD for PPCs should be put to the FMC with a recommendation that Standards be changed as drafted.</p> <p>The FMSB noted that these changes to CPD were an important step in addressing a bigger challenge regarding PPCs, with PPC support, clarity about the role of a PPC and assurance processes all issues which the FMSB wished to address.</p>	
4.3	Standards Review: Accreditation	
	The FMSB noted the draft minutes from the Standards Review Accreditation Working Group, and in particular its proposal for a staged approach to accreditation.	
4.4	Standards Review: MIAMs	
	<p>The FMSB noted that the FMSB's Consultation about MIAMs Standards had opened at the end of April, and would close on 21 May. It was noted that responses had been invited from all the FMC's Member Organisations as well as all FMC Registered Mediators, and that two members of the MIAMs working group had held Zoom consultations regarding the proposed standards and that between 30 and 40 mediators had attended each of these discussions.</p> <p>The FMSB noted that the MIAMs Working Group intended to convene in June to consider whether the</p>	

	<p>draft documents should be amended in light of consultation responses, and that the working group would liaise with members of the PPC panel regarding the proposal that every mediator conducts an annual MIAM review with their PPC.</p> <p>The FMSB noted that the Chair had been invited to speak at a conference about the future regulation of family mediation, that his presentation references the MIAMs consultation and that would circulate the draft for comment.</p>	RC to circulate presentation
4.5	Standards Review: Complaints	
	<p>The FMSB noted that it was clear that all FMC Membership Organisations supported the introduction of a single complaints process for complaints about breaches of the FMC's Codes of Practice or the Standards Framework, and that all supported the FMSB taking this on if it was sufficiently resourced to do so.</p> <p>The FMSB noted that IH & HA were due to meet to finalise the proposed process in the light of helpful comments from Resolution and that this would be tabled at the next FMSB meeting.</p>	IH & HA to table final proposals at next FMSB meeting
4.6	Summary of Standards Changes for June FMC Meeting	
	<p>The FMSB noted the challenges in drafting changes to the standards which relate to the Good Standing requirement as the Standards Framework does not currently provide for FMC Registration in coherent manner.</p> <p>HA will circulate proposed changes to the FMSB via e-mail.</p>	HA to circulate proposed changes to FMSB
5.	Future Meeting Dates	
	<p>12.30pm – 3.00pm via Zoom, until further notice</p> <p>7 July 22 September 17 November</p>	