



The professional association for  
social work and social workers

**MINUTES OF COUNCIL MEETING held on  
Wednesday, 26<sup>th</sup> January 2022 by videoconference**

**Present:**

- Gerry Nosowska (GN) – Chair
- Lewis Roberts (LR) – Vice Chair
- Ann Moir (AM) – Treasurer
- Martin Sexton (MS) – Chair, Policy Ethics & Human Rights Committee
- Jude Currie (JC) – Scotland Committee representative [part]
- Orlaith McGibbon (OM) – Northern Ireland Committee representative
- Neeta Baicher (NB) – Wales Committee representative
- Christian Beech (CB) – Wales Committee representative
- Julia Ross (JR) – elected member
- Annie Ho (AH) elected member
- Lesley Best (LB) – elected member
- Mandeep Gill (MG) – elected member {part}

**In attendance:** Ruth Allen (RA), Kate O’Regan (KOR) [part], Victoria Gardner (VG) [part], Mike Hopkins (MH) [part], Luke Geoghegan (LG) [part], Jane Shears (JS) [part], Duc Tran [part], Andy Morris - Dains

**Apologies:** Andy Gill, Lindsey Young, Camelia Chowdhury, Charmaine Malcolm

Agenda Item	Summary of discussion	Decision taken and Actions Agreed	By when	Lead
1. Declaration of interests	None.			
2. To agree Minutes and confidential Minutes of meeting held on 1 <sup>st</sup> December 2021	The Minutes and confidential Minutes were agreed as a true record of the meeting.			

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3. Matters arising	None.			
4. Future meeting dates	This year's AGM will commence at 9.30am on Friday, 17 <sup>th</sup> June.	The meeting dates for 2022 were noted.		
5. To receive Chair's report	<ul style="list-style-type: none"> <li>• GN has been reflecting on the pandemic and now may be time to take stock.</li> <li>• LR is stepping down as Vice Chair at the end of February, due to a change in circumstance. Council can make an appointment to this role to cover the remaining period of the term of office from 1 March to 17 June.</li> </ul> <p>Today is LRs last meeting. He has been very committed in his role as Vice Chair. His focus on practice has been important in Honorary Officer meetings. Council members thanked him for his contribution.</p> <p>LR thanked GN for her support in this learning curve for him. He thanked AM and Jon Dudley for their support also in his role as Honorary Officer. He was proud to have been involved in the Equality, Diversity &amp; Inclusion and co-production work.</p> <p><u>Induction sessions.</u> GN has arranged two evening events in February for new committee members.</p>			

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	<p><u>Covid Committee.</u> The Committee is still meeting monthly. She was grateful for the input from members of the Committee.</p>			
<p>6. To receive Chief Executive's report</p>	<p>RA added her thanks to LR.</p> <ul style="list-style-type: none"> <li>• She has been involved in planning for World Social Work month in March.</li> <li>• There is a lot of ongoing policy work including on the Immigration Bill and the Police Bill.</li> <li>• There are no plans for staff to move back to working from the office until after March. Any meetings will be risk assessed.</li> <li>• We have just heard that a third nation has just agreed to fund the PSS programme.</li> <li>• The Nominations Committee will be looking at the Role Description for the Chair which was last reviewed in 2020. The Call for Nominations for the Chair will appear in the February edition of PSW.</li> <li>• The BASW charity will need work on the governance structure.</li> <li>• She was talking with Chief Social Workers across the UK on how we can work together.</li> </ul>			
<p>7. To receive and approve end of year audit report and accounts from auditors</p>	<p>GN. Council needs to make sure that we have confidence in the systems in place to look after resources.</p>			

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<p>7.1 To receive Audit Clearance Memorandum</p> <p>7.2 To approve annual report and accounts for BASW for y/e 30 09 21 and sign Letter of Representation</p> <p>7.3 To approve annual accounts for The BASW Trust for y/e 30 09 21</p> <p>7.4 To note accounts for Social Work Employment Services (SWES) Limited</p>	<p>AM. She was pleased to report a clean audit. There have been some issues about the numbers of on-hold members. Turnover has increased significantly due to the activities of Social Work Employment Service Limited (SWES), part of the BASW Group of companies.</p> <p><i>Andy Morris of Dains, BASW's auditors, joined the meeting at this point.</i></p> <p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p> <p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p> <p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p> <p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p>	<p>The accounts were approved by a show of hands.</p> <p>The accounts were approved by a show of hands.</p> <p>The accounts were noted.</p>		

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	<i>Andy Morris was thanked for his presentations and left the meeting at this point.</i>			
<p>8. Finance &amp; Business plan reporting</p> <p>8.1 Summary report from F &amp; OD Committee for info/decisions</p>	<p><i>AG, MH, VG &amp; KOR joined the meeting at this point.</i></p> <p>Part of this item was heard in confidential session and appears in the confidential Minutes of this meeting.</p> <p>AM reported that following the resignation of 2 members, the Committee is no longer quorate. A recruitment plan is in place.</p> <p><u>Professional Support Service (PSS)</u>. KOR reported that a subscription model was being looked at in England. JR would be interested to hear more about the subscription model. AH is a PSS coach and had noted that the Service appears to be less well known in England. Some of the analysis of the type of issues coming up could align with some of the work of the Chief Social Workers. KOR. About 30% of users of the Service are of black and minority ethnicity. 36% of the users in Scotland are from management backgrounds so it may be useful to develop coaching for leaders and managers.</p> <p><u>SWES</u>. There has been a 30% growth over the last year. Now have partnership arrangements</p>			

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8.2 Balanced scorecard – new format for Q1 for discussion	<p>with 49 organisations and will be doing more marketing activity in future.</p> <p><u>Project Management methodology.</u> There had been a discussion with the Executive team and this is still a work in progress. An update on this will be given at the next meeting.</p> <p>VG. This is the new format of the balanced scorecard. She had met with members of the Executive team to see what information is already available and to see how to obtain the data we don't have. Project methodology also feeds into this. RA added that the F &amp; OD Committee will be able to drill down into the detail more. JR was pleased with the scorecard but asked what the 0% meant in the spreadsheet. VG. The grey colour and the 0% means we don't yet have a measure in place. VG was thanked for her work on the scorecard.</p>			
8.3 Human resources update	<p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p>			
8.4 Budget 2021/22 revised update for approval	<p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p>	<p>The budget will be reviewed at the May Council meeting.</p>	<p>11/5/22</p>	<p>RA</p>

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<p>9. Risk Register</p> <p>9.1 Social Workers Union (SWU)</p> <p>9.2 British Journal of Social Work (BJSW) move to open access: next steps for information</p> <p>9.3 Member feedback and satisfaction measures for information</p>	<p>RA. Changes to the Register are highlighted in green. The Advice &amp; Representation Service review work has been completed. .</p> <p>This item was heard in confidential session and appears in the confidential Minutes of this meeting.</p> <p><i>LG joined the meeting for this item.</i></p> <p>LG. BJSW is owned by BASW and provides a significant income stream. The move to Open Access is likely to risk some of this income. We have taken mitigations to minimise the risk. We have met with the BJSW editors and the Oxford University Press (OUP) who publish the journal. RA. There will need to be more articles in the Journal in future. We have very committed co-editors which she would like to invite to a future Council meeting to discuss their work. LG was thanked for his report.</p> <p>RA. The annual member survey has now closed. Over 2000 responses were received. They were not all from BASW members. Feedback has been received from all nations. The well-being at work survey is about to be re-run. The Association's Complaints Policy is now more accessible.</p>	<p>BJSW co-editors to be invited to a future Council meeting.</p>		<p>RA</p>

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<p>10. HR &amp; Organisational Development update</p> <p>10.1 HR - Workforce wellbeing</p> <p>10.2 Co-ordination of BASW groups, forums &amp; services across UK</p>	<p>Staff will be returning to offices from April by managed access. Everything will continue to be risk assessed. Some staff may have to travel for business such as members of the A &amp; R team to attend hearings etc. LR asked how we will be planning for larger events such as the June AGM. RA. We will be planning for a hybrid AGM event and following any guidance that is in place. An AGM planning group has been established.</p> <p>JS. After a review 6 months ago, it had been discovered that there are 62 BASW groups. Some of them are very nation specific. Are these groups open to members or members and non-members? What are the benefits and constraints of running groups? There is a considerable cost in providing events to non-members in respect of back-office functions. Is it worth exploring the ideas set out in the bullet points in the paper for the development of the network? JR agreed that a stepped approach is a good one. Is it worth developing a couple of the areas first? MS. There are a lot of groups, what is the overlap, what is the rationale?</p>	<p>It was agreed that JS should continue with this work.</p> <p>Development of 'The Network' to be an item for the May Council Away Day.</p>	<p>10/5/22</p>	<p>GN/RA</p>

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	<p>Special Interest Groups (SIGs) report into the PEHR Committee. LR would welcome more clarity about BASW groups.</p> <p>GN suggested putting this item on the agenda for the May Away Day. Start with the practice groups and the SIGs. It was agreed that JS should continue with this work. JS was thanked and left the meeting at this point.</p>			
<p>11. Upcoming elections &amp; Interim Vice Chair</p>	<p>GN. The role of BASW Chair is being advertised in the February edition of PSW and on the website. A timetable is in place for the election.</p> <p>Vacancies for the Vice Chair, Chair of the International Committee, Chair of Policy Ethics &amp; Human Rights Committee and 2 Directors of Council will be advertised in the March edition of PSW. Please encourage people to put themselves forward for these roles.</p> <p>It is proposed that the nomination form will ask for information on how the person specification is met and the Nominations Committee will check that the person meets the person specification. The candidate may be asked to provide additional information. There will be an appeal process from other Council members.</p>	<p>It was agreed that the Nominations Committee should ensure that candidates meet the person specification as well as membership and nomination criteria for the role of Chair.</p> <p>An email to be sent to all Council members requesting expressions of interest in the Interim Vice Chair role.</p>	<p>14/2/22</p>	<p>RA/Nominations Committee</p> <p>GN</p>

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<p>11.1 Recognition &amp; Remuneration Committee to review Honorary Officer (HO) remuneration</p>	<p>LB. There is something in the EDI papers about recruitment. Will this be considered in this election round? GN confirmed that this was the case.</p> <p>RA. The Nominations Committee is meeting soon to consider the revised role description for the Chair.</p> <p>NB asked if there could be a job share arrangement for the Chair role. GN advised that this was not possible constitutionally. MS would support a declaration that someone is not currently under investigation by a regulator. LR thought that the Nominations Committee should be able to have an opinion on reputational risk particularly around social media profiles. RA. It has to be a member in good standing.</p> <p><u>Interim Vice Chair.</u> Members of Council to send expressions of interest for the role of Interim Vice Chair to the Chair. The same remuneration will apply. Council to vote if there is more than one candidate.</p> <p>The Committee will meet to review HO remuneration. The current advertisement for the Chair advises that this is under review.</p>	<p>Recognition &amp; Remuneration Committee to meet to review HO remuneration.</p>		<p>RA</p>

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<p>12. Equality, diversity &amp; inclusion update</p> <p>12.1 Equality, Diversity &amp; Inclusion Advisory Group (EDIAG) future</p>	<p><i>Duc Tran joined the meeting at this point.</i></p> <p>Duc Tran is Chair of the EDIAG. Apologies had been sent from Camelia Chowdhury, who is Vice Chair of the Group, that she is not able to join today's meeting. GN expressed her thanks to everything that he's done for the Group.</p> <p>RA. A Review on the work of the Group had been carried out in December. We will be building on what has gone well. More clarity is needed on our internal and external messaging. We have put out a UK wide EDI statement. The EDI staff roles have been reviewed. One postholder is going back to their substantive post. The two other posts have been extended until June this year. Better emotional support will be established for staff and members.</p> <p><u>EDI Strategic Policy document.</u> Members were asked to send comments on this document to RA in the next 2 weeks</p> <p>The document will then be signed off by the PEHR Committee.</p> <p><u>EDIAG Workplan.</u> The Proposals in the Workplan include:-</p>	<p>Members were asked to send comments on the EDI Strategic Policy document to RA. Members not present today to also be invited to send in their comments.</p> <p>The EDI Strategic Policy document to be signed off by the PEHR Committee after comments have been made.</p> <p>It was agreed that the Workplan should proceed.</p> <p>Council to have a standing item on their agenda for EDI matters.</p>	<p>14/2/22</p> <p>Next PEHR Committee meeting</p>	<p>RA</p> <p>MS</p>

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	<ul style="list-style-type: none"> <li>• Providing a small budget for administrative support</li> <li>• To provide updates to Council on the work of the Group.</li> <li>• Linking with other groups within BASW that share common concerns on EDI issues.</li> <li>• Develop a resource page on the EDI hub.</li> <li>• To develop an on-line EDI questionnaire.</li> <li>• Council to make policies &amp; procedures more accessible to members.</li> </ul> <p>JR. It is concerning that we don't have proper data on our membership and she would like more information on the wording on slide 3 – 'protecting women from harmful masculinity'.</p> <p>Duc. Difficulties in data collection is not unique to BASW. It is essential that members feel that this information is confidential. The Sarah Everard case raised some issues around harmful masculinity.</p> <p>LR. A lot of hard work has taken place to produce the workplan and he would support having administrative support and not rely on volunteerism.</p> <p>MS. It would be good for Duc to attend a PEHR Committee meeting and for him to attend a meeting of the Advisory Group.</p>			

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	<p>RA suggested having a standing agenda item in Council from the EDI group.</p> <p><i>Duc was thanked for his presentation and left the meeting.</i></p>			
13. Involvement of people with lived experience	GN presented a paper setting out options. RA asked if Council wants to take a motion to the AGM about representation from Experts by Experience. Council can invite people as guests to Council meetings. This will be explored further. RA.	It was agreed that we will develop option 2, a UK forum and work towards option 1, having Experts by Experience on Council. An update will be brought to the next Council meeting.	11/5/22	GN
14. BASW Charity development update	<p>JS presented the next steps paper. All existing Trustees have been written to asking whether they wish to continue their role with the revised charity. We will be looking for a more diverse Board including people with lived experience and people good at fundraising. Three Trustees are needed to be quorate. In future Directors of BASW will not automatically become a Trustee of the charity.</p> <p>There have been discussions about the name of the charity and the Charitable Foundation for Social Work is the working title. It was agreed that the name should include the word BASW. The charity will start by working on a student ambassador scheme.</p>	<p>It was agreed that the next steps should be drawing up the Trustee role specifications and working on a governance plan.</p> <p>The BASW Charitable Foundation for Social Work should be the working title.</p>		

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	<p>GN. Important not to overreach in this work. How can the charity look at improving the public perception of social work?</p> <p>MS. What degree of control will BASW have over the new charity?</p> <p>RA has had a discussion with some staff about this. The charity is very close to BASW currently and it's not the time to be seen as very separate. Members need to understand how this is part of the BASW group. LR agreed that it is important for us to do more for students. AM asked if the charity working group would be working on the governance plan. JS. It is proposed that the new Trustees will be in place by June and existing Trustees will then leave.</p> <p>RA. BASW is the sole member of the current Trust and has to approve the appointment of Trustees. There will need to be a written governance agreement between BASW and the charity. The charity has to be able to operate independently under charity legislation.</p> <p>RA. It would be good to make announcements about any new Trustees at the BASW AGM on 17<sup>th</sup> June.</p> <p>GN. There should be a UK perspective around this work.</p>			

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15. International Committee – update on appointment of interim Chair	It was noted that a member of the International Committee has volunteered to take on the interim role as Chair of the International Committee.			
16. PEHR Committee update	MS reported that the Committee had been doing work on the Nationality & Immigration Bill. The Committee’s agenda going forward includes SW and the Environment, a discussion on the Code of Ethics and housing and homelessness. The statement on building back after Covid was under review. They would be holding a social work & digital technology event. They were supporting the Diaspora SIG. He was happy to answer any questions by email. GN reported that the updated Anti-Semitism statement will be going out tomorrow.			
17. Overarching campaign priorities and motions update	These had already been covered in other items on the agenda.			
18. Any Other Business	RA reported on a confidential HR matter.			

Signed by Chair



Date 7<sup>th</sup> March 2022