

Paper for the
Social Work England Board

Sponsor
The Chair

Author
Alison Edbury, Executive Office Lead

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19 November 2021

Reviewed by
The Chair

This paper is for
Assurance and Noting

Associated Strategic Objective
SO9: We will establish robust infrastructure, systems and processes that promote trust and confidence.

Impact: Risk Type and Appetite
Operational delivery - Open

1. Summary

The actions on the log provide an audit trail items closed since the last meeting on 10 September 2021 and those, still in progress or yet to complete since the last meeting.

2. Action required

The Committee is asked to note the progress against the actions.

Social Work England Board Action Log

Action no.	Date of Meeting	Action	Owner	Due By	Update	Next review	Status
4	18/12/2020	Regional meet and greet opportunities to be scheduled alongside the Board meetings.	All Board members and Executive Office Lead	31/10/21	We are working on the assumption that face-to-face meet and greet sessions will take place from April 2022.	19/11/21	Open
17	21/05/2021	The Executive Office Lead to support the Chair and Chief Executive in re-instating regional engagement opportunities and shadowing programme with Regional Engagement Leads.	Executive Office Lead	31/12/21	Pending continued easing of restrictions. Planning for financial year 2022/23.	19/11/21	Open
20	21/05/2021	Chair to discuss Board and Committee structure at next Board strategy planning day.	Chair	31/10/21	Discussed at Board Strategy days 4-6 October 2021.	19/11/21	Closed
22	21/05/2021	Executive Director, People and Business Support to prepare an overview people performance report for the Board for later in the year.	Executive Director, People and Business Support	19/11/21	Scheduled as part of People Report for 19/11/2021 agenda	19/11/21	Open
27	02/07/2021	Executive Director Strategy, Policy and Engagement to enable the Board's review and approval of the finalised AMHP and AMCP standards	Executive Director Strategy, Policy and Engagement	21/01/22	Board to review in time for 21 January 2022 Board meeting, subject to DHSC consultation timetable.	21/01/22	Open
29	02/07/2021	Executive Leadership Team to conduct a 'what if' scenario relating to Employment Appeal Tribunal	ELT	30/09/21	ELT discussions are ongoing. Will be reviewed again at next stage development of the Tribunal case.	19/11/21	Closed
30	02/07/2021	Executive Director, People and Business Support to update the assurance framework map to include Board and ARAC in	Executive Director, People and Business Support	21/01/22	In progress. Update provided at November ARAC meeting 05/11/2021 and to report to Board 19/11/2021.	21/01/22	Open

Action no.	Date of Meeting	Action	Owner	Due By	Update	Next review	Status
		second line of defence and NAO in fourth line of defence					
33	02/07/2021	Executive Director, Registration, Quality Assurance and Legal and Executive Director People and Business Support to lead the review of the draft Framework Document with ELT and circulate the Framework	Executive Director, Registration, Quality Assurance and Legal	21/01/22	Executive Director, Registration, Quality Assurance and Legal to update at next meeting.	19/11/21	Open
34	10/09/21	Board to discuss the approach for setting KPIs for 2022/23 at the October awayday and as part of the business planning process for 22/23.	Board and ELT	05/10/21	Business planning in process. Update scheduled in CEO report for November meeting.	19/11/21	Open
35	10/09/21	Head of Business Planning and Improvement to update performance reporting with actuals compared to forecast profiles.	Head of Business Planning and Improvement	19/11/21	Q2 Performance Report	19/11/21	Open
36	10/09/21	Head of Finance and Commercial to submit the commercial strategy to ARAC for sign off by correspondence in advance for the ARAC meeting on 5 November.	Head of Finance and Commercial	05/11/21	Approved by ELT 12/10/21. 19/10/21 Circulated to ARAC for comment.	05/11/21	Closed
37	10/09/21	Head of Business Planning and Improvement to update the business planning timeline with Board inputs and updates.	Head of Business Planning and Improvement	19/11/21	Update scheduled in CEO report for November meeting.	19/11/21	Open
38	10/09/21	Head of Business Planning and Improvement to provide a business planning update	Head of Business Planning and Improvement	19/11/21	Update scheduled in CEO report for November meeting.	19/11/21	Open

Action no.	Date of Meeting	Action	Owner	Due By	Update	Next review	Status
		report to future Board meetings.					
39	10/09/21	Board to discuss ambitions for our capital plan at the October awayday.	Board, ELT and Head of IT and Digital	06/10/21	Discussion as part of digital systems and Forge update.	06/10/21	Closed