

**Paper for the**  
Social Work England Board

**Sponsor**  
The Chair

**Author**  
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**Date**  
11 March 2022

**Reviewed by**  
Colum Conway, Chief Executive

**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 below provide an audit trail of items closed since the last meeting on 21 January 2022 and those, still in progress or yet to complete since the last meeting are listed on the log that follows.

Closed actions recorded at and following the last meeting:

- Action 33: 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 Document to the Board. Returned to the Department for their agreement. Board members asked to review by 26 January. Completed. All signatures inserted. Officially laid in House

Libraries 15 February 2022. Signed Framework Document included on 11 March agenda for noting. **Action closed.**

Updates on the open actions discussed are noted in the action log that follows.

## 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. Regional meet and greet opportunities to be scheduled alongside the Board meetings in Sheffield city-region May 2022 and in London October 2022. The provisional details for 19/20 May 2022 were discussed at the last meeting. These will be updated and finalised by end of March.	31/03/22	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. Approach for buddying / shadowing with Regional Engagement Leads and the National Advisory Forum has started. Board members should have received an introductory email from their Regional Engagement Lead contact.	20/05/22	Open
45	21/01/2022	Location details for all Board meetings to be updated.	Executive Office Lead	31/03/2022	Work is in progress and aimed for completion and circulation to the Board by correspondence by end of March, noting that our approach will be 'blended' in line with our general working arrangements, following the end of Covid-19 restrictions.	20/05/2022	Open

Action no.	Date of Meeting	Action	Owner	Due By	Update	Next review	Status
46	19/11/2021	Plan to have all updated Board and Committee terms of references brought together in a single document.	Executive Office Lead	21/01/22	Single document has been drafted to align with new Framework Document and for review by the Board at private strategy meeting 11 March 2022. To be formally approved at 20 May 2022 meeting.	20/05/2022	Open