

Paper for the
Social Work England Board

Sponsor
The Chair

Author
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22 July 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 22 July 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 46:** Plan to have all updated Board and Committee terms of reference brought into a single document. The single document had been drafted to align with new Framework Document and was reviewed by the Board at the private strategy meeting 11 March 2022. The Board agreed to submit final comments by correspondence to Executive Lead in time for formal approval for the 20 May 2022. At the 20 May meeting it was agreed that the Executive Office Lead needed to make

amendments, concerning NAF Policy Committee membership, ARAC membership and final legal review, to the terms of reference. *Completed. Closed.*

- **Action 51:** Policy Committee to prepare a short paper for the Board on the engagement approach with the National Advisory Forum. *Engagement brief was approved at the 20 May board meeting. Closed.*
- **Action 52:** Policy Committee workplan to include deep dive topics for discussion at future Board meetings. *Policy Committee Chair updated at 20 May meeting and this approach is being taken forward. Closed.*
- **Action 55:** Executive Office Lead to provide Board members with access to the GDPR training so that it could be completed before the 22 July meeting. *GDPR training issued to Board members 7 July with a rescheduled deadline of 30 September. 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
54	20/05/22	Chair to have one to one meetings with Non-executive Directors.	Chair	22/07/22	Chair to update at 22 July 2022 meeting.	22/07/2022	Open
56	20/05/22	Corporate strategy day to involve a discussion on Social Work England's capital strategy and budget.	Chair, Chief Executive	22/07/22	Verbal update on corporate strategy day to be reported at 22 July 2022 meeting.	22/07/2022	Open
57	20/05/22	Policy Committee Chair to ensure appropriate induction for NAF members to the Committee.	Policy Committee Chair	22/07/22	Policy Committee Chair is in the process of setting up an induction meeting.	22/07/2022	Open
58	20/05/22	The Executive Director, Fitness to Practise to prepare a detailed paper on quality assurance for the July Board meeting.	Executive Director, Regulation	22/07/22	Interim paper will be discussed at private strategy meeting 22 July 2022	22/07/2022	Open