

Paper for the

Social Work England Board

Sponsor

The Chair

Author

Alison Edbury, Executive Office Lead

Date

28 October 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 56:** Corporate strategy day to involve a discussion on Social Work England's capital strategy and budget. *Discussed at 21 July corporate strategy planning session. Closed.*
- **Action 57:** Policy Committee Chair to ensure appropriate induction for NAF members to the Committee. *NAF members confirmed - Rachael Clawson and Isaac Samuels. Policy Committee Chair conducted inductions August and September. Closed.*

- **Action 58:** The Executive Director, Fitness to Practise to prepare a detailed paper on quality assurance for the July Board meeting. *Interim paper was discussed at private strategy meeting 22 July 2022 and full paper on 28 October agenda. Closed.*
- **Action 59:** Executive Director, People and Business Support to ensure email circulation of updated digital services business case prior to October ARAC and Board meetings. *An updated business case was circulated in August and approved by ARAC Chair. Closed.*
- **Action 61:** Business Planning and Improvement team to produce a short summary of the annual report. *Following a discussion between Chief Executive, Head of Communications and Insight and Analysis Manager this is something to be looked at for the next annual report, but not produced retrospectively (due to the low levels of sustained engagement with the published annual report, capacity in the comms team and the inclusion of a visual summary in the upcoming Social Work in England Report). Closed.*
- **Action 63:** Executive Office Lead to circulate calendar invitation and event details for meet and greet event 27 October to Board members. *Communications circulated. Board members have received individual itineraries. 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		Chair to have one to one meetings with Non-executive Directors.	Chair	28/10/22	Chair updated on progress at 22 July meeting. Chair and Deputy Chair have renewed the appraisal form and meetings scheduled. Chair agreed to email the new form to Executive Office Lead. Forms completed and one to ones have been scheduled. Chair to update at 28 October meeting.	28/10/2022	Open
60	22/07/22	Chief Executive to follow up on the sector roundtable with Board members.	Chief Executive	28/10/22	Chief Executive report will update on progress.	28/10/2022	Open
62	22/07/22	Business Planning and Improvement team to review EQA reporting against KPI to ensure greater clarity.	Business Planning and Improvement Team	28/10/22	The EQA action was in direct reference to some wording in the performance report about pending EQA re-approval decisions, this has been made more explicit in the Q2 performance report, with a change in the way this information is phrased so that it's clear about the outcome of the course inspections conducted. Board to review at 28 October meeting.	28/10/2022	Open