

BASW England Thematic Group Generic Terms of Reference

<p>Purpose</p>	<p>The Group purpose is to support and contribute to the England Committee to fulfil its remit by providing a specialist perspective and advice on its theme to further the implementation of the BASW 2020 and 2025 Vision.</p> <p>The Group will be a representative body of BASW members, and those who have experience of social work with an interest, or expertise in its specialist theme re social work policy, practice, legislation or education.</p>
<p>Position within BASW</p>	<p>The Group will report to the England Committee, acting as a conduit between it and its members to:</p> <p>Be accountable to and inform the England Committee of their views and perceptions of issues relevant to social workers and social work and in line with the England Committee business plan.</p> <p>Assist in the development of research social work policy, practice, legislation and education in England.</p> <p>Enhance the debate on these issues across the four countries of the United Kingdom.</p> <p>Develop statements and activity on social work policy, practice, legislation, research, and education on behalf of the England Committee</p>
<p>Strategic Objectives</p> <p>To be fulfilled in accordance with BASW’s 5 principles, contained in “Our 2020 Vision”:</p> <p>Strong, Independent, Voice, Social Work, Social Workers</p>	<p>As part of a global network of social work professional bodies, BASW is the strong, independent voice of social work and social workers in the UK. The Group objectives will be aligned with the 2020 Vision:</p> <p>Strong: provide effective leadership and direction; work in partnership with those who have experience of social work services; involve members; build relationships with others to achieve goals</p> <p>Independent: build partnerships/alliances to strengthen voice and action; link to the global profession of social work.</p> <p>Voice: provide independent, expert opinion; promote the voice of members, social workers and individuals with experience of social work users; develop and promote well-informed policies, statements and media releases on key issues; influence policy to support high standards; campaign actively on issues that impact the profession, members and service users.</p>

	<p>Social work: strengthen professional values, ethics, capabilities, standards, education and practice; promote and embed the use of evidence and research; promote and embed use of the Professional Capabilities Framework (PCF); identify and disseminate learning about high standards; influence strategy and policy at a national and local level; celebrate and promote awareness of social work; promote ethics; encourage maximum participation of members in developing the knowledge, skills and contribution of social work; work in partnership to share learning and to contribute to the quality assurance and consistency of social work standards</p> <p>Social workers: encourage and support members' participation in BASW's activities; facilitate networking and communication with members; provide information and resources; influence practice conditions and support for high standards.</p> <p>The Group will:</p> <p>Speak up for social work identity, values and ethics and expertise.</p> <p>Support the development of BASW as a powerful and independent voice for social work and social workers.</p> <p>Set expectations and define excellence; influence policy; increase recognition of social work.</p> <p>Develop BASW's strategies to influence social work strategy, policy, legislation, education, and practice at a local, regional, and national level.</p> <p>Develop and provide relevant and appropriate information and resources for social workers, their educators, and managers.</p> <p>Develop and champion high professional standards and capabilities to achieve excellence in social work practice.</p> <p>Support the England Committee in being a strong voice for social work practice and social workers</p>
<p>Approach</p>	<p>To do this the Group will:</p> <p>Facilitate networking opportunities and information exchange with other forums within BASW and with external partners.</p> <p>Monitor social work practice and social work education against professional standards.</p>

	<p>Provide informed advice to the England Committee on social work practice in its area of specialism.</p> <p>Represent the England Committee on its area of specialism as requested in national forums, the media, to partner organisations and to BASW members.</p> <p>Create products to support high standards of social work practice and education, including information, resource, and events.</p> <p>Promote the active participation in its work of people and families with direct experience of social work carers, particularly through the co-production of products.</p> <p>Initiate and support relevant research projects to enhance social work policy, practice, and education.</p> <p>Disseminate and promote learning and findings from relevant research projects to enhance social work policy, practice, and education.</p> <p>Promote and campaign for the use of the Professional Capabilities Framework, Capabilities Statements, Practice Educator Professional Standards (refresh) and other professional standards.</p> <p>Develop position statements on behalf of BASW on relevant social work policies, education, and practice in the light of current issues.</p> <p>Draft responses on behalf of BASW on relevant local, regional, and national consultations.</p> <p>Use technology ethically to promote, support and disseminate the work of the Groups, for example: webinars.</p> <p>Signpost members to information about social work standards, research and practice and alert to changes as they occur</p>
<p>Membership</p>	<p>We will be inclusive and promote diversity and equality.</p> <p>We will ensure that there is scope for change and development of membership.</p> <p>Membership will be at two levels the Group and Task and Finish groups.</p> <p>All BASW members interested in joining a Group will complete a contact details/interest form.</p> <p>Group Members will elect their own Chair and Vice Chair</p>

	<p>Chair and Vice Chair roles will be for a period of three years; members may stand for re-election for a second term only.</p> <p>The Group may establish Task and Finish Groups to undertake specific pieces of work or activities as part of the Groups Work Plan. The Group will be responsible for all aspects of such groups unless specified otherwise in the terms of reference. The membership and Chair will be determined by the Group.</p> <p>Task and Finish Groups should complete their work within an agreed timeline.</p> <p>Members will be asked to identify areas of skills, knowledge, experience, and expertise which they would bring to any Task and Finish Groups</p> <p>Members will, when time constraints allow, be consulted on all completed pieces of work before they are presented to the England Committee.</p> <p>BASW members and/or non-members can be co-opted to join the Group to provide specialist expertise for a two-year period, for a time-limited period for a specific piece of work or for a specific meeting</p>
<p>Decision making and quoracy</p>	<p>Decisions of the Group and any Task and Finish Group will be made by consensus wherever possible.</p> <p>If this isn't possible, a simple majority of those members eligible to vote who attend the meeting will decide.</p> <p>Only elected Group members or BASW members of a Task and Finish Group are eligible to vote.</p> <p>Meetings will be quorate if at least two thirds of members are present/engaged including either the Chair or Vice Chair.</p>
<p>Meeting Objectives</p>	<p>The Group will determine how the Strategic Objectives will be met. This could include real or virtual Task and Finish Groups. All such groups will be chaired by a member of the Group.</p> <p>The Group will be responsible for resourcing administrative and other requirements.</p>
<p>Wider involvement and participation</p>	<p>The Group will be supported by a wider group of service users, carers, partnership organisations, individuals and representative bodies and others with an interest in its area of specialism who will be invited to contribute to the business of the GROUP. Their contribution may include:</p>

	<p>The ability to comment on papers prior to meetings. Joining any Task and Finish Groups when these are established. Providing intelligence on relevant issues. Enhancing the profile of the Group. Input to the Group Work Plan.</p> <p>They will consult more widely with social workers and service users and carers on specific issues through:</p> <p>Existing contacts and relationships Virtual consultation (e.g. via webinars) Invitation to attend Group meetings. Face-to-face roundtables Teleconferences</p>
<p>Declarations of Interest and Code of Conduct</p>	<p>All members of the Group and any Task and Finish Groups will be required to complete a Register of Interests.</p> <p>Members of the Group are required to:</p> <p>Participate in all meetings, whether by attending, via conference calls or by written contribution</p> <p>Ensure that their own contribution and the business of the Group is conducted in a way which is consistent with the BASW Code of Ethics, underpinned by a commitment to act ethically, be inclusive, respect equality, diversity, human rights and promote social justice and co-production.</p> <p>Take the lead for specific objectives.</p> <p>A role description will be developed for the two levels of membership.</p> <p>Abide by the BASW Code of Ethics, Member Code of Conduct, Group Terms of Reference, and ground rules.</p>
<p>Frequency and support</p>	<p>Meetings of the Group will be held quarterly between the meetings of the England Committee.</p> <p>Meetings will offer a teleconference facility.</p> <p>The Professional Officer will note actions at the meeting. Groups wishing to produce full minutes can do so at their own discretion. An action/minute's template will be circulated to all chairs to use. Actions/minutes to be completed 7 working days from the date of the meeting and sent to the chair to sign off within 3 working days after that and circulated to Group members.</p>

	<p>The agendas of Group meetings will be circulated at least two weeks prior to the meeting.</p> <p>Agendas will be based around the Group Business Plan Strategic Objectives and England Committee Business Plan and will normally include input from any Task and Finish Groups, and a standing item relating to current practice, policy, regulatory and statutory issues and how the Group should respond to them.</p> <p>There will be a designated Professional Officer to support each Group and limited administrative support will be provided by BASW England, to disseminate e-mails on behalf of the Group.</p>
Resources	<p>The Group will have access to and manage an allocated budget to resource its activities.</p> <p>The Chair will be accountable to the England Committee for the proper and effective use of the allocated budget.</p> <p>Reasonable expenses will be paid for Group and Task and Finish Group members and invited visitors.</p>
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