



BAAT COUNCIL BUSINESS MEETING

MINUTES

Saturday 5th February 2022

Council members. Claire Louise Vaculik (Chair), Clare Boyd, Susan Carr, Sophia Cowx, Dominik Havsteen-Franklin, Em Inman (Hon. Secretary), Vivienne Gibbons, Mandy Leonard, Caryl Sibbett (Vice-Chair), Jude Smit, Kristina Stamatiou (EDI Advisor).

BAAT officers in attendance. Gary Fereday (Chief Executive)

Chair welcomed Council to first meeting of 2022.

1. Apologies for absence and declaration of conflicts of interest

- a) Apologies: Cliff Free, Karen Fenna
- b) Conflict of interest: Chair asked if any Director had a potential conflict of interest for any of the matters to be discussed. None were declared.

2. Approval of minutes of last meeting and matters arising

- a) Minutes were previously approved via email.
- b) Matters arising from the minutes of the meeting on 4th December 2021. There were no matters arising.

3. Chair's report

The Chair shared details from her previously circulated report. She noted that she had been engaged with a range of tasks related to the BAAT website re-development and re-branding process, which was an exciting step for BAAT as a professional body and an important resource for members.

She has continued to develop links across the UK and to engage with members supporting BAATs work across the four nations. She and the Vice-Chair sent a welcome message to the BAAT Scotland AGM, which was taking place that day. Links were also being developed with the NHS Scotland Arts Therapies Strategy Group and BAAT members who were involved when BAAT Scotland was first set up, to better understand the aims and scope of this area of work. Council does not have a representative from BAAT Scotland and would like to ensure that the regular communications from BAAT Scotland about its work, upcoming issues, opportunities, or areas of concern resume, so Council can better understand what BAAT needs to do to support our members in Scotland.

She reported back on developments taking place as part of the BAAT EDI Strategy, which was approved last October.

The Chair has attended a series of meetings convened by HEE to support Arts Therapy Apprenticeships, by setting up a National Engagement and Procurement process. This work is funded by HEE and aims to support the implementation of the apprenticeship route to training as an art therapist, which was approved in 2019. The Chair highlighted the importance of this route for widening participation in our field and helping to include people who might otherwise have struggled to train as an art therapist.

The new BAAT website will ensure that there is clear information for members about the organisation, which should support them to engage more easily and to see how a member can influence BAAT policy and practice. To ensure inclusivity across the four nations it is planned to have sections in English and Welsh, Scottish and Irish Gaelic and some resources planned in British Sign Language and Irish Sign Language.

IJAT has continued its excellent work in opening up the journal and reflecting on practice at all levels, so that the work is inclusive and welcoming of a range of different voices, experiences and perspectives.

As a first step, the Dual Experience and ARC SIG are being consulted about the development of a resource for BAAT trainings and CPD events to provide explicit guidance on boundaries, sensitivity, safety and self-care when attending events.

BAAT has signed up to be a Disability Confident employer and used an inclusive approach in the recent BAAT recruitment process by using an anonymised application process. In line with our EDI policy, the Chair and CEO have looked at various organisations and initiatives that support inclusive practices in the workplace and a range of trainings and resources are being considered. Steps are being explored to make a training on inclusive language available for all BAAT members, which is an important area for all art therapists in their continuing professional development.

She set out plans to address the remaining action points over the coming year. The strategy included developing short videos that explain the process and the commitment for being on BAAT Council and holding one of our volunteer BAAT coordinator roles; it was hoped that this would encourage members to get involved. Chair asked for Council members to volunteer to support this initiative.

Decision: Council members supported the idea of making a series of short videos about their experiences of being on Council, or in volunteer BAAT positions. It is planned that Council nomination forms will go out in April 2022, so videos to be complete by March 22.

Action: Chair to develop suggestions for a script and to share this with Council members, so they can record videos.

The Chair has continued to link in with the HCPC and a meeting has now been arranged with the HCPC Chair and CEO for February 2022.

She noted that the government consultation about statutory regulation was a concern and that has been shared with members. A discussion ensued around possible threat that this might indicate in terms of the potential for statutory de-regulation of the profession. Council agreed that as a profession we will need to respond strongly and hope the membership will respond to the consultation.

The Chair ended her report and thanked Council and the CEO for all their support.

4. Vice-Chair's report

The Vice-Chair shared details from her previously circulated report. She shared some areas of work that she has been engaged with for BAAT, including ongoing meetings and communications with the Chair and CEO in discussions about BAAT's work, challenges, and opportunities. She had joined the Chair for the annual appraisal of the CEO and his work for BAAT. She thanked the CEO for his exceptional work since his appointment.

Active in her local region of Northern Ireland, the Vice-Chair sits on the committee of BAAT NI. She noted that the committee there has been busy developing plans for the year ahead and their next annual general meeting, which will be held in March. The committee, including the regional coordinators, has liaised with the Department of Health and Department of Education in NI. As a representative for Art Therapy, the Vice-Chair has participated in the NI AHP Cancer task and finish group which is currently active in workforce planning. This has included responding to the Department Cancer Project Board on Art Therapy job and education needs. The Vice-Chair and CB sit on the *AHP Non-HSC Professions Forum in NI*.

The recently launched 'Healthy Happy Minds' pilot for NI primary schools has started providing services. This service, funded by the *Department of Education / Education Authority (EA)*, has formally included HCPC registered Art Therapists. She recommended some liaison between BAAT and Education department in NI to share best practice.

5. Chief Executive's report

The CEO highlighted items from his report, which was circulated prior to the meeting.

a) Operational plan 2022 progress -

The key priorities already agreed by Council for 2022 are:

1. consult the membership on and then finalise our five-year strategic plan for 2022-2027
2. deliver the new website / database / forums platform
3. continue to improve operational capacity to improve member experience
4. review feedback from all-member survey and consider improvement to the membership offer
5. continue to improve operational / financial planning and associated risk management
6. consider how to shift resources to more public affairs / advocacy activity

Decision: Strategic Plan to be sent out to consultation to the membership.

Action: CEO to send timeframe to Council.

b) Website/database - project progress -

The timetable for the BAAT website is broadly on track. By the end of February, the wireframes will be agreed. The website will be built by end of May, with testing starting in June. Members will be asked to volunteer to help testing, to help ensure that the website works well in practice before going live. Council members will also be consulted about content to ensure consistency across the site. Final testing to take place in July and the official launch should be by end of August / beginning of September.

The CEO was pleased to report that additional resources had been made available to help support the staff team to respond more quickly to enquiries from members. Additionally a mechanism is being put in place to track and sort queries that come through, whether they have been answered and any learning about changes or developments to existing resources that might be needed.

Developing the operational management systems of the organisation remains a key and an ongoing priority. There had been difficulties with the way some existing processes were carried out, which will need to be simplified so that they are fair and consistent. CEO to ensure the membership offer is clearer.

Council discussed the free online CPD that had been offered to members over the pandemic. The CEO asked if Council agreed for this to continue and if so, how often these should be offered.

Decision: Council unanimously agreed that free online CPD should continue and be offered quarterly.

Action: CEO to follow up

c) Finance

i. management accounts Q4 2021 – Shared with Council

ii. management accounts to end 2021 – Discussion of the year end management accounts, which will form the basis of BAAT's statutory year-end accounts be presented for sign off at the May Council business meeting. The CEO outlined how he would like to develop the way the management accounts are presented to Council in future, so that they are clearer and easier to understand. He reported that within the last quarter mostly things were as expected. However, there were some areas where there was higher spend than budgeted including the AGM (the on-line voting platform etc.), additional administrative support for membership and new website development costs. He reflected that this was money well invested to improve membership relationships and services. Overall finances are lower than predicted, due in part to not being able to run the Level 6 CYP diploma course and

higher investment on the new website. The financial impact was discussed, and Council reiterated that BAAT should focus efforts on membership services and professional development, and that other areas of activity (whilst valuable) would need to be seen as longer-term objectives, to be actioned when finances and staff resources allowed. These included some of the research proposals (see agenda item 8 below).

d) IJAT – update

The excellent, forward-looking, and innovative work being done by the IJAT Editor, Editorial Board and Advisors was commended by Council.

The CEO noted that:

- i. IJAT have agreed a set of actions for change, piloting mentoring scheme for new authors, associate author training and peer reviewer training with anti-oppressive practice.
- ii. 47 research papers, 48 practice papers and 11 opinion pieces submitted.
- iii. Article downloads continue to increase.
- iv. Deadline for special issue on Intersectionality is March 2022.
- v. Taylor and Francis have reflected that the download rate is significantly high for such a small membership body.

The Chair thanked the IJAT Editorial team, BAAT EDI Advisor and IJAT Actions for Change committee member, Kristina Stamatiou, and ex-IJAT Co-Editor Susan Carr for their involvement in IJAT development.

6. Risk register – to introduce draft register and receive feedback

The CEO has developed a draft risk register. He noted that this has been difficult to pull together in a comprehensive way, because of the organic way the organisation has operated in the past. He explained the current risks to Council members and acknowledged that, like any risk register, it is a subjective document, but that it is essential to keep a register to identify, understand and mitigate risk to the organisation.

The CEO has broken risk categories down into 4 areas:

- Governance
- Financial
- Reputational
- Operational

He summarised the red and higher amber risk items within the register and projections for ongoing and future risk. Council members reflected that it could be useful to include some other potential risks posed externally, such as deregulation, NICE initiatives, missed opportunities etc.

Professional Guidance documents for members also may need to be updated and Council reflected that it is important that these include any differing four nations requirements;

SIGs and RGs could contribute to professional guidance documents.

In line with the ongoing development of Council members, the CEO suggested that Council members all complete a basic training in finance, so that they are better equipped to deliver their responsibilities as directors. He identified a free training through the Open University that introduces participants to business finances. He also suggested that it might be helpful in future to have an Honorary Treasurer on BAAT council.

Action: CEO to circulate the free OU training link to Council members

7. All member survey – headline findings and next steps

The CEO reported that 339 members responded to the membership survey. He commented on the engaged nature of the membership and noted that a full analysis will now take place.

Some key messages from an initial review of feedback are:

- Membership was generally positive about the responsiveness for BAAT
- Balance between online and in-person events - there was a preference for a mixed approach going forward. Some members are missing in-person events however others noted how online events enable wider participation which is felt positively.
- There are a high number of members missing the print version of IJAT and this will need consideration. Council discussed making a print version offer clearer.
- Large proportion of the membership wanted BAAT to make a clear and sustained position in relation to policy and advocacy for the art therapy profession.

8. Draft Research Strategy – paper returning from last meeting

The proposed strategy was discussed by Council, and it was noted that any actions would be on hold for around 6 months, due to project work being undertaken for Health Education England. The discussion highlighted a lack of clarity about some aspects of the proposed work, but Council agreed there is a need for art therapists to be research-aware. Suggestions were made about collaborative approaches, perhaps using existing resources or working with partners to fund or action some of the priorities.

Council suggested that greater clarity was needed about what was being proposed and how this related to the BAAT strategic plan, so that resources were allocated to these priorities. Some concerns were raised, e.g. about the supervision of PhD students and if BAAT could be held accountable for this, given the context of a wider existing HEI supervisory team supporting PhD work.

Council agreed that the CEO needed more detail from staff members of how BAAT conducts its research activity, as all this work needs to fall within the wider BAAT strategic priorities. Council asked the CEO to request more information about the existing work, the proposal, and its aims from the research team.

9. Attachment and the Arts Conference and AGM – discussion

The CEO introduced the BAAT annual conference, noting that the conference themes should fall in line with Council's strategic aims. He asked for a steer on a theme for this important annual event and initial suggestions of possible keynote speakers.

A discussion followed, which considered a range of issues. Some wondered if it would be more inclusive to remove 'Attachment' from the title of the conference, as not all art therapists use this theory in their practice. It was felt strongly that there was a need to champion the profession and look at Art Therapists sharing practice, with four nation representation. Council also thought that it was important to link with IJAT. Also, to mark the evolution of the profession and to include BAAT members' work, so that innovative practice from across the UK might be included.

The importance of retaining links with other bodies and professions was noted, but Council agreed that the priority this year for the AGM and annual conference should be on celebrating our own development. Initial ideas highlighted the value of making time and space to reflect on inclusive practice and the social justice, or activist approach that underpins many art therapists' work.

Decision: Council agreed to set up a task and finish group to set a theme for the BAAT AGM and annual conference.

Action: The CEO to set up a meeting and invite council members

10. Apprenticeships – update and discussion

The art therapist apprenticeship pathway was developed and approved in 2019, but no HEI has yet been able to offer this route in practice. It is quite challenging to implement and would require, e.g. additional Health Care Professions Council (HCPC) approval and ongoing liaison with employers. DHF explained what an apprenticeship is - a post within employment where the candidate is released to attend university teaching for 1 day per week.

An art therapist (a BAAT member) approached HEE to see if they could offer support for this pathway. HEE has agreed to set up a task group and to develop a national engagement and procurement process. Questionnaires have been sent out to membership to forward to any employers, who may be able to support apprenticeships.

11. Royal Society for Public Health UK case studies project - update

VG gave an overview of the project, which has led to multiple case studies being submitted and published on the Allied Health Professions website. She reflected on the ongoing work that is needed to keep documents up to date and educating arts therapists about their role in public health. She suggested that a template is developed for reporting back to Council meetings, so that members that attend meetings for BAAT can share feedback from these more clearly and easily.

12. Feedback from:

a) BAAT Council SIG Network Coordinator: Report was circulated prior to the meeting. Three meetings are planned for this year, to be hosted online on 10th March 2022, 16th June 2022 and 15th September 2022 6-8pm.

b) BAAT Council Regional Network Coordinator: To be discussed at next meeting.

c) BAAT Country Representatives: To be discussed at next meeting.

13. BAAT Council Working Groups; update on progress & delivery: To be discussed at next meeting.

14. AOB

a) Private Practitioner approval: Feedback from private practice approval process was provided. It has become apparent that some BAAT members do not appear to be registering with the Information Commissioners Office (ICO) even though they are holders of personal information. When you complete the ICO survey, it will advise they need to be members. In addition the forms may need to be updated, as there is no mention of professional will or what provision will be made for clients if something happens to them. Some applications lacked detail about governance, record keeping and referral pathways. This item will be discussed as an agenda item at the next Council business meeting.

Scheduled meetings:

- Saturday 14th May 2022 12.00pm to 1.30pm then 2.00pm to 4.30pm
- Saturday 16th July 2022 – AGM. Times to be confirmed
- Saturday 24th September 2022 12.00pm to 1.30pm then 2.00pm to 4.30pm
- Saturday 3rd December 2022 12.00pm to 1.30pm then 2.00pm to 4.30pm

Meeting closed