

BAAT Council meeting
12 - 4.30 pm, 7 March 2020
24 - 27 White Lion Street, London N1 9PD
Approved minutes

Present

Council members. Jayne McConkey, Liz Ashby, Sarah Challenger, Simon Richardson (Hon. Secretary), Claire Louise Vaculik, Richard Whitaker (Hon. Treasurer), Tim Wright (Chair).

SIG Representatives. SIGs were requested not to send representatives to the meeting as an alternative venue in Claremont with limited space had to be used at late notice (see point 13 below).

BAAT members in attendance. Vivienne Gibbons, Mandy Leonard.

BAAT officers in attendance. Val Huet (Chief Executive Officer, BAAT), Alex McDonald (Communications, Advertising and CPD Courses Manager, BAAT).

1. Apologies for absence and approval of minutes

1.1. Apologies. Susan Carr, Nikki Linfield, Colin Sims.

1.2. Corrections to the Minutes for the Council meeting on 7 December 2019

Point 12.3 was amended to say that 'many' rather than 'most' graduates do not stay in Wales to practice because of a lack of jobs.

2. Matters arising

Minutes for the Council meeting on 7 December 2019

2.1. Psychosis Task and Finish Group (point 2.1). Sue Holttum (BAAT Research Officer) has successfully applied for £1K of funding so that the guidelines the group produced can be professionally printed.

2.2. BAAT Code of Conduct (point 2.3). Tim Wright reported that Russell Clarke Solicitors had recommended incorporating professional conduct issues into BAAT's Code of Ethics, rather than produce a separate Code of Conduct for members. Tim has now circulated a draft Code of Ethics to Council members for feedback.

2.3. Staff and Volunteers Conflict of Interest policy (point 2.9). A standing item for Council members to give conflict of interest updates is to be added to the Council meeting agenda.

3. Chair's report - Tim Wright

3.1. Psychosis Task and Finish Group. Tim asked for thanks to be recorded for everyone involved with the group, in particular Sue Holttum (BAAT Research Officer) and Ioanna Xenophontes (BAAT Office Manager). Sue had put a great deal of time into finalising and fine-tuning the content of the guidelines while Ioanna had worked hard on collating them into an accessible and presentable document.

3.2. Exclusion of art therapists from shortlisting for therapy posts. Tim has contacted Dave Munday at Unite the Union as a result of BAAT becoming aware of cases of art therapists being told they cannot apply for generic mental health posts, even though they have the competencies required. People are being told it is because being HCPC-registered is not recognised as relevant to these posts by the organisations recruiting to them. Dave has asked Tim to send examples and to draft a position statement that Unite can adapt and use. If this continues to happen Unite will take further action, including taking on a test case.

3.3. Regulation of healthcare professions. Following the completion of the Health Select Committee consultation Tim has also contacted Dave Munday about how to respond when it publishes its recommendations. Tim will be attending a meeting Unite has organised about regulation of healthcare professions later in March.

3.4. Conflict of Interest updates. Tim highlighted that conflict of interest updates will be a standing item for Council meetings (see also point 2.3 above). If a Council member has a conflict of interest regarding a particular agenda item, they will be required to declare it and leave the room while that item is being discussed.

3.5. Subject Access Request by a BAAT member. Tim has responded to the Information Commissioner's Office (ICO) regarding a complaint by a member about BAAT's response to a Subject Access Request they had raised in 2019. In his response Tim raised concerns about the potential for the ICO's procedures to be misused by vexatious complainants.

4. Vice Chair's report

The role of Vice-Chair is currently vacant.

5. Chief Executive Officer's report - Val Huet

5.1. BAAT Regional Groups and SIG Forums. Many of the Regional Group and SIG forums are now very active, with discussions on them being task-focused and related to practice, although some SIGs are still in the process of moving over from Google groups. The forums include a function to report posts that are offensive or inaccurate and BAAT office provides this moderating function. To complete the move to the forums an e-mail will be sent out to all group co-ordinators requesting that the Google groups are closed and e-mail lists and BAAT data is deleted.

Action: Council agreed an e-mail should now be sent to all co-ordinators as above.

5.2. IT upgrade. Three companies have been identified to tender for the IT upgrade and new website. The costs for this are likely to be around £80K so their implementation will need to be carefully planned. Val asked for Council's agreement that she should oversee this

task until completion, as it requires a thorough understanding of BAAT's IT infrastructure and would be a big project for the new CEO to take on. There was a discussion on the functions that could be added as part of the IT upgrade. Claire Louise Vaculik suggested an improved search function as it can be difficult to find people on the current database. Val agreed and said BAAT has had feedback from the Sessional, Independent and Private Practice (SIPP) SIG about having a publicly accessible database of BAAT members available for sessional or private work. It was agreed BAAT should (i) consult with all members on if and how they would want to be findable on BAAT's new website and (ii) with the SIPP SIG on what kind of information they would envisage being publicly available to individuals or organisations searching for an art therapist.

Action: Council agreed to Val's proposal that she oversee and steer the IT upgrade.

5.3. Microsoft software update. Microsoft is rolling out an update to its office software that all users will have to implement. This has cost implications for BAAT and Val suggested it could be done in phases to spread the payments. There was a discussion on ways this might be integrated into the IT upgrade that BAAT is already planning to do.

5.4. BAAT staff. All of the contracts with BAAT staff have been reviewed and updated as agreed with Council. Val is working to ensure all yearly appraisals are completed by the end of May so the new CEO has time to settle in before taking on this task.

5.5. Attachment and the Arts 2020 conference. This will be held at Mary Ward House Conference Centre on 10 July. Over 50 per cent of tickets have been sold, although sales have slowed recently possibly because of concerns about the coronavirus.

5.6. International Art Therapy Practice / Research Conference. Canada looks most likely to be the country to host the next conference, which will be in 2022. Val is in contact with the Canadian Art Therapy association on how this might be taken forward.

5.7. American Art Therapy Association 2020 conference. Val asked for Council's agreement that she attend this in her new role as Research Director. It would be a chance to build links, promote BAAT's research agenda, and network on developing the next International Art Therapy Practice / Research Conference.

Action: Council voted unanimously to agree this proposal.

5.8. BAAT research. A report by Dr Sue Holttum (BAAT Research Officer) was circulated with the Council meeting pack. Cambridge Publishers have approved Lynn Kapitan and Val's submission for a conference proceedings book for the 2019 International Art Therapy Practice / Research Conference. Publication is scheduled for early 2021.

5.9. Arts therapies salary structure in education. Val recently met with representatives from the other arts therapies to agree how to take this forward. BAAT will be sending out a survey to members on pay and conditions in education, to identify what would be the most important aspects to campaign on.

5.10. Finance report. Val gave a brief overview of the report and highlighted that BAAT has an operating profit at present. She is looking at ways to ensure this is invested back into the association - such as the IT upgrade - otherwise BAAT will be liable to pay tax on it.

5.11. BAAT guidelines on IR35. BAAT consulted with Higgisons Accountants on drawing up the guidelines for members. Many art therapists doing sessional or private work have been put on this by their employers when they should not have been.

5.12. Psychological therapies strategy consultation. The arts therapies have been excluded from the NHS document to accompany this, even though they are allied health professions. BAAT has challenged this by pointing out that art therapists in the NHS are mostly employed in psychological therapies departments and it is important that the work they do in this context is recognised.

5.13. BAAT office coronavirus contingency planning. Val had been thinking about how BAAT will respond if the government introduces the kinds of control measures already in place in other countries. BAAT office can function remotely so it can carry on if staff need to work from home. However, if the training courses have to be cancelled or postponed this would affect revenue. Other sources of income could be affected. BAAT will then need to review working hours with a view to staff being put on reduced or part-time working.

6. AGM 2020 preparation

6.1. Business meeting. Val Huet circulated the audited accounts to Council to preview and agree they are ready to be presented at the AGM. BAAT has gone from a deficit of £1,478 last year to a surplus of £34,328 this year. Claire Louise Vaculik is standing for Chair and Richard Whitaker for Vice-Chair. There will be a full Council if all the nominees are voted in. The afternoon session will consider developing a trauma-informed approach to art therapy.

Action: Council members voted unanimously to accept the financial report for the AGM.

6.2. Coronavirus contingency planning. Val suggested the AGM may be affected either by restrictions the government introduces or members staying away to minimise their risk of exposure to the virus. A decision might need to be taken soon on postponing the event as BAAT will have to pay the full cost of hiring the venue once the cancellation deadline is passed. If the AGM is able to go ahead on 16 May it may need to be pared down to just the Business meeting to enable voting on approving the 2019 AGM minutes and the accounts and to elect the new Council. There are no resolutions to be voted on this year.

Action: CEO and Council to keep the situation under review.

8. Newsbriefing - Alex McDonald

Alex reported on the strengthening links Newsbriefing is developing with IJAT Inscape through the editorial team being involved with both publications. Newsbriefing aims to offer a way into writing about practice for art therapists who want to publish but do not yet feel confident enough to submit work to IJAT Inscape. The deadline for copy for the Summer 2020 issue is 1 May 2020.

9. International Journal of Art Therapy: Inscape - Alex McDonald

9.1. Article downloads. There have been 26,810 full-text downloads in the 4th quarter of 2019, compared to 15,231 for the same period in 2018. This continues a trend of a year on year increase in downloads that has been happening since 2017.

9.2. Editorial team. Sarah Kavermann has joined the team as the first New Practitioner Advisor. She will report on the accessibility of IJAT Inscape publications from a new practitioner perspective.

9.3. Upcoming special issues. The next special issue of IJAT Inscape on the International Art Therapy Practice / Research Conference has been put back to Autumn 2020 to allow time for further editing to some of the papers. The planned 2021 special issue on Co-Production in Art Therapy Practice, Research and Publication will be reviewed following the deadline for submissions, which is 30 June 2020.

9.4. Access to the journal 'Art Therapy'. For a trial period of a year BAAT members will have access to all issues of Art Therapy, the journal of the American Art Therapy Association. As a reciprocal agreement AATA members will have access to all issues of IJAT Inscape.

10. Service user involvement

Council members welcomed Mandy Leonard who is interested in taking on the Dual Experience lead role on Council after she graduates in June. Val Huet suggested Mandy could be co-opted as the new Council will have been elected at the AGM in May.

11. BAAT Website and Social Media - Alex McDonald

11.1. Alex's report on the use of BAAT's social media platforms and e-Bulletin was circulated with the Council meeting pack. Although the reactivation of the BAAT LinkedIn account is still pending, the reach of BAAT's other social media accounts continues to grow. Danielle Saunders has joined the social media team as Social Media Specialist and is covering 4 days per week on BAAT's social media platforms.

12. Regional Groups and Countries

12.1. Regional Group Network Co-ordinator. Jayne McConkey reported on preparations for the next Regional Co-ordinators meeting on 25 March. So far over half of the regions have confirmed a representative will be attending. The meeting will include a training session on using the BAAT Forums, as some co-ordinators have asked for tips on how they can be used to involve more members in the regional group. Jayne will be stepping down from Council at the AGM. She hoped the Network Co-ordinator role would be taken on by one of the new Council members as it helps to support regional groups in the valuable work they do.

12.2. Scotland. Alison Wren (Professional Officer, BAAT Scotland) had sent her apologies prior to the meeting.

12.3. Wales. Sarah Challenger reported on the work being done to put together evidence for the new Matrix Cymru on working with children and young people. BAAT Region 7 has circulated it to members to respond to. Sarah will be stepping down from Council at the AGM but is confident someone in the regional group will take over from her.

12.4. Northern Ireland. Colin Sims had been prevented from attending because the flight he was booked on from Belfast had been cancelled at short notice.

13. Special Interest Groups

13.1. Special Interest Groups Co-ordinator. Liz Ashby reiterated that none of the SIGs were present at the meeting because of Council having to use the Music Therapy office and the limited space available. This was as necessitated by the continuing building work in Claremont. BAAT office had contacted the SIGs about this beforehand with the agreement of Council.

14. Dates of the next Council meetings

16 May 2020 (AGM)

18 July 2020

19 September 2020

5 December 2020

15. Any Other Business

There were no requests for any other business to be discussed.

16. Elected Council members

Present

Council members. Liz Ashby, Simon Richardson (Hon. Secretary), Richard Whitaker (Hon.Treasurer), Claire Louise Vaculik, Tim Wright (Chair).

Co-opted members (non-voting). Vivienne Gibbons (had to leave at 3 pm).

In attendance. Val Huet (Chief Executive Officer, BAAT).

16.1. Minutes for the Elected Council members meeting on 7 December 2019

Corrections: Sarah Challenger had been omitted from the list of attendees and point 16.4.2. was amended as Colin Simms is not standing down from Council at the AGM.

Elected Council members voted to accept the minutes.

16.1. Succession and forward planning for CEO and Chair. There was a discussion on the remit and responsibilities of the newly reconfigured Research and Development Director (RDD) role, which Val Huet will start when Anna Playle will take up the reconfigured CEO post. These were included in the CEO JD and do not form a new post, but the splitting of the CEO post into two different functions. The updated RDD job description and contract was circulated to Council for reference.

Action: Council voted unanimously to accept the updated RDD job description.

16.2. BAAT staff update and restructure. Val has been implementing the changes discussed and agreed at the last Council meeting. Staff have responded well to the new job descriptions and feel that all aspects of their work are being recognised

16.3. Reviews of BAAT guidelines and governance policies. Val will be going through these documents with Anna as part of her induction

16.4. Complaint to the HCPC about a training course. Tim informed Council that a former student has made a complaint to the Health and Care Professions Council (HCPC) about the training course they were attending.