

BAAT Council meeting
12 - 4.30 pm, 21 July 2018
24 - 27 White Lion Street, London N1 9PD
Approved minutes

Present

Council members. Liz Ashby, Susan Carr, Emer Douglas, Claire Louise Leyland, Caryl Sibbett, Simon Richardson (Hon. Secretary), Michael Scott, Frances Walton, Richard Whittaker, Tim Wright (Chair).

SIG Representatives. No representatives in attendance.

In attendance. Alex McDonald (Social Media and Advertising Officer, BAAT), Mary Rose Brady (Director of Operations, BAAT), Val Huet (Chief Executive Officer, BAAT).

1. Apologies for absence and approval of minutes

1.1. Apologies. Jayne McConkey, Nicki Power (Vice-Chair), Dylis Pugh, Ami Woods, Alison Wren.

1.2. Corrections to the Minutes for the Council meeting on 24 February 2018.

Point 1.1, Emily Farrugia's name had been misspelt and, point 12.4, the course at Ulster University is not an MA but an MSc in Art Psychotherapy.

2. Matters arising

Minutes for the Council meeting on 24 February 2018.

2.1. Grenfell Tower support (point 1.2). Frances Walton reported that Central and North West London NHS Foundation Trust (CNWL) has recruited for a one-year arts therapies post to work with clients affected by the Grenfell Tower fire.

2.2. General Data Protection Regulations (GDPR) guidelines (point 2.4). Val Huet thanked Mary Rose Brady for the work she has done drawing up GDPR guidelines for art therapists and liaising with the other arts therapies bodies to provide GDPR webinars.

2.3. Joint Guidelines for Art Therapists in Schools (point 2.5). Work continues on this with the joint working group now in the process of editing the guidelines. The aim is to create two documents: one a shorter summary version and the other with the guidelines in full.

2.4. Attachment and the Arts Conference (point 6.2). The third day of the International Art Therapy Research Conference (13 July 2019) will be held as the 2019 Attachment and the Arts Conference. This will help to reduce the workload on BAAT as it will otherwise mean organising two separate conferences in the same year.

3. Chair's report - Tim Wright

3.1. The Chair's report was circulated as part of the Council meeting pack. Tim highlighted the following points:

3.1.1. Regulation of healthcare professions. Tim attended the Westminster Health Forum conference 'Next Steps for Professional Regulation' on 21 June. It had been expected the results of the Department of Health consultation would be announced. Publication has been delayed but is expected before parliament's summer recess.

3.1.2. Psychosis Task and Finish group. The group met on 22 June and work is now underway on the first draft of guidelines for art therapy with psychosis. These will be sent out for consultation shortly and the aim is to have the approved guidelines published before 2019.

3.1.3. Arts Therapies Apprenticeships Trailblazer group. Tim is co-Chair of the group which is currently reviewing the results of the consultation it ran on the apprenticeship standard for the arts therapies.

4. Vice Chair's report - Nicki Power

Nicki had sent her apologies. However, she is to participate in a conference call in the Elected Members section (see point 16.1.7 below) to report on the investigation she has been co-ordinating into concerns raised about conflict of interest.

5. Chief Executive Officer's report - Val Huet

5.1. Update on IT issues in BAAT office. Problems with the IT system have continued with basic functions, such as payments and direct debits, being very unreliable. The response offered by Trillium, the IT-support company BAAT uses, has been slow and often unhelpful. Val asked for Council's agreement to look for other IT providers.

Action: Council voted in favour of Val gathering quotes for a new IT-support provider.

5.2. Financial report. Val provided a brief overview of the accounts. The printing costs for IJAT Inscape and Newsbriefing are the main bills coming up, while the reserve account has been topped up by £10,000. Council voted to accept the accounts.

5.3. Supervision guidelines. The supervision survey results have now been evaluated. A Task and Finish group will be set up and start work on revising the guidelines with the aim of developing a competency-based framework. Emer Douglas, Claire Louise Leyland, Caryl Sibbett and Frances Walton volunteered to be in the Task and Finish group.

5.4. International Art Therapy Practice Research Conference. Chamberlain Dunn, a PR and communications agency, have been secured as professional fundraisers for the conference. Val has also approached Howden, professional indemnity insurers, about sponsorship.

5.5. BAAT members conduct. Val suggested this should be a part of the review of BAAT's governance framework, particularly following some BAAT members behaviour at the AGM. The guidelines will cover things like respectful communication with BAAT office staff, conduct at meetings, and e-mail etiquette.

Action: Council voted in favour of a Task and Finish group being set up.

6. General Data Protection Regulations (GDPR) and BAAT Regional Groups and Special Interest Groups e-mail communications - Mary Rose Brady

6.1. GDPR support for BAAT members. Mary Rose talked about the resources that are now available for BAAT members on GDPR. Along with the guidelines, there have been webinars in partnership with other arts therapies boards. Mary Rose had also given a presentation at the IATE training course.

6.2. GDPR and Regional Group / SIG communications with members. Mary Rose is also looking at the impact of GDPR on how Regional Group and SIG co-ordinators can use the members' contact information given to them. Other similar professional bodies already have guidelines on this which BAAT could use as a template for its own guidelines.

Action 1: Tim Wright and Val Huet to produce a draft GDPR and Regional Group / SIG e-mail communications document to bring back to Council.

Action 2: Claire Louise Leyland, Caryl Sibbett, Frances Walton, and Richard Whittaker to work on developing a BAAT Communications Strategy document.

7. Director of Operations report - Mary Rose Brady

7.1. Handover. Mary Rose is stepping down as Director of Operations and will finish work for BAAT in September. She has been working with Val on a handover document. A final report on Mary Rose's work for BAAT was circulated with the Council meeting pack.

7.2. Working with Children in the Arts Therapy. Mary Rose will continue to be involved with the course. An interim course co-ordinator, Francesca La Nave, has been appointed to cover while a restructure of the Director of Operations post is undertaken and a new person is recruited.

8. Review of Health and Care Professions regulation

This was postponed as the results of the Department of Health consultation have yet to be announced (see point 3.1.1 above).

9. Newsbriefing - Susan Carr and Alex McDonald

Susan and Alex are to be co-Editors of Newsbriefing. This will mean they have oversight of copy in both Inscape and Newsbriefing, which will further the process of each publication complementing the other. The July 2018 issue of Newsbriefing is at the printers and will be despatched to members shortly.

10. IJAT Inscape - Susan Carr and Alex McDonald

10.1. Susan and Alex are the new Editors-in-Chief of IJAT Inscape. A report on the journal was circulated as part of the Council meeting pack. The following points were highlighted:

10.1.1. Scimago Journal Ranking (SJR). IJAT Inscape's SJR ranking has gone up to Q2 for the year 2017 (when Whittaker Scott was Editor-in-Chief).

10.1.2. Peer reviewers. The database on peer reviewers is currently being updated. Twelve manuscripts are currently in the peer review process.

10.1.3. Associate Editors. Interviews are shortly to be held to appoint two new associate editors.

11. Service user involvement - Ami Woods

Ami had sent her apologies and her report was circulated in the Council meeting pack.

12. BAAT Website and Social Media - Alex McDonald

BAAT now has over 10,000 followers on Facebook and its Twitter 'reach' is nearly 60,000. The top trending posts have originated from members, who have greatly contributed to BAAT's growing social media profile. However, only half of members open the e-Bulletins, which means they miss out on potentially useful information. Lex Bagust has made a major contribution to BAAT's social media posts with her expertise as a photographer.

13. Regional Groups and Countries

13.1. Regional Group Network Co-ordinator. Jayne McConkey will be taking on this role.

13.2. Scotland. Karen Fenner (BAAT Scotland Co-ordinator) has stood down. Alison Wren has been appointed as the new BAAT Scotland Officer.

13.3. Wales. Dylis Pugh has had to stand down from Council for family reasons. It is hoped someone from Region 7 will soon replace Dylis as Wales representative as the role has stood vacant for over three years.

13.4. Northern Ireland. Caryl Sibbett has taken over from Jayne McConkey as the Northern Ireland representative on Council.

14. Special Interest Groups

No Special Interest Group (SIG) representatives were able to attend Council today, with only the Sessional, Independent and Private Practice (SIPP) SIG having sent in a report on its activities. Frances Walton expressed interest in taking on a SIGs Network Co-ordinator role, which would have a similar remit to the Regional Group Network Co-ordinator.

15. Dates of the next Council meetings

22 September 2018
1 December 2018
16 March 2019
18 May 2019 (AGM)
22 June 2019
21 September 2019
7 December 2019

16. Any Other Business

16.1. Joan Woddis. Frances Walton passed on a message from Joan to say she will be going

Into hospital this week for an operation. Council asked that a card and flowers be sent.

16.2. Art Therapy Practice Research Network (ATPRN). Richard Whittaker reported there was only low levels of activity on the ATPRN forum but work was being done to reactivate it. Consideration was being given to having three strands to the ATPRN: trainees, research-aware practitioners, and active art therapy researchers. The date of the next ATPRN symposium is 30 November.

16.3. Art Therapy Trust (ATT). Mary Rose Brady told Council the ATT is effectively dormant and she will be the only remaining trustee as the other two trustees are stepping down. The ATT will be mothballed for the time being but another trustee may need to be appointed; the Charity Commission will be contacted for advice about this.

17. Elected Council members – Val Huet (CEO) in attendance for items 17.1 to 17.5

17.1. Pre-AGM Council meeting minutes. Tim Wright went through the minutes of the Pre-AGM Council meeting, held on 19 May 2018, which were circulated to Elected Council members only at the start of this section.

17.1.1. Corrections. Tim asked for any corrections to the minutes. None were requested.

17.1.2. Vote to accept the minutes. The vote was taken by Elected Council members who had been present at the Pre-AGM Council meeting and was carried unanimously.

17.2. Feedback from the AGM. Emer Douglas commented on how difficult it had been to talk about things at the AGM. She was continually aware of the investigations going on and the need to respond without doing or saying the wrong thing. Frances Walton had found it difficult to make her election statement straight after the heated debate around the issues raised by Catherine Stevens and others from the floor. Val Huet talked about how BAAT staff were affected by the atmosphere at the AGM. The reports by Alex McDonald and Mary Rose Brady were overshadowed, leaving them feeling undermined and unappreciated. Claire Louise Leyland had felt aware of a lack of understanding of the structure of BAAT and the responsibilities its officers hold, such as their role as employers for BAAT staff and the CEO. Tim Wright added that the AGM had shown the need to formalise BAAT's governance, especially around conduct in meetings. Simon Richardson felt the use of ballots for the first time had proved to be a better way for members to vote than a show of hands.

17.3. Letter of complaint. Tim read through the letter from Jon Martyn, Susan Rudnik, and Diana Velada. Emer Douglas asked if the response to it should come from Tim, as he is one of the people complained about in the letter? Val felt it should but the text needed to be agreed by Elected Council members first. Elected Council members agreed a factual 'point by point' response to the complainants was the best way to proceed.

Action: Tim to draft a response to be circulated to Council by e-mail for comments and feedback.

17.4. Regional Groups and SIGs governance review. It was agreed that this issue had been addressed under point 6.2 above.

17.5. Members conduct governance. It was agreed that this issue had been addressed under point 5.5 above.

17.4. Report on scoping re. possible new Board structures. Val outlined the first steps proposals in the report: that BAAT should work to develop Honorary Treasurer, Company Secretary, and HR advisor non-executive officer positions that would be appointed against a competency-based framework. It was most likely these roles would be taken up by lay members with a background in these areas. Each post would have a maximum length of tenure, something which could be extended to all BAAT Council officer posts. Council members agreed that BAAT should proceed with these proposals.

Action: BAAT to communicate with the membership about the proposals and work towards developing competency-based non-executive roles to work alongside BAAT Council.

17.5. Forward planning re. Director of Operations and CEO posts. Val explained she is aiming to stand down as BAAT CEO at the May 2020 AGM. This will enable her to concentrate on issues like research and reactivating the Art Therapy Trust, which have not been possible with her workload as CEO. BAAT Council will therefore need to start recruiting for a replacement CEO in Autumn 2019. This will allow for reconfiguring the role into a three-day a week CEO post (concentrating on strategy and organisational issues) and a new three-day a week Research post.

Val Huet (CEO) left meeting.

17.6. Report on the investigation into concerns about conflicts of interest. Nicki Power reported to Council on this via a conference call. The investigation had been carried out by Nicki, Emer Douglas, and Richard Whittaker. Nicki gave a summary of the findings of the investigation, its recommendations, and the longer term outcomes for BAAT. The panel's report has been kept confidential but they feel there needs to be a statement to the membership in the light of events at the AGM. Nicki invited questions or feedback from Elected Council members. Susan Carr asked what kind of statement ought to be sent to members. Nicki felt it should be brief and factual, possibly a short report in the next issue of Newsbriefing or an item in an e-Bulletin. It should say that a whistleblowing policy and members conduct policies are being created as a result of the investigation and restate the intention to review policies around conflict of interest across all aspects of BAAT's work.

Tim Wright then read through a letter, 'Miss Stevens and Directors Duties', dated 15 May 2018, from Mohammed Akram at Bowling Company, Solicitors. He advised that Catherine Stevens actions can be found to have been defamatory if the allegations in her e-mail are shown to be untrue. Tim added that if BAAT had a whistleblowing policy it would have helped address this issue. A discussion followed about how to respond to the way Catherine Stevens made her allegations and what, if any, censure there should be. It was felt that BAAT should consult with the HCPC about how to proceed. Caryl Sibbett asked Tim if Val still intended to take out a grievance against Catherine. If so, then advice could be sought from an HR professional as to what BAAT should do next.

Action: Tim to ascertain from Val and Alex if they want to proceed with a grievance against Catherine Stevens. If they do, then BAAT to take HR-informed advice on how to proceed.