

National advisory forum

Terms of reference

The purpose of the national advisory forum is to provide expert support, advice, and challenge, and input into the work of Social Work England on our work and ambition in line with our corporate strategy.

The group will:

- Act as a critical friend, providing robust feedback and guidance on specific areas of development and engagement.
- Contribute individual expertise and the perspective of key stakeholders and highlight when additional external input may be required.
- Work collaboratively to develop/progress specific work strands and sub-groups; liaise as needed with other Social Work England advisory groups.
- Make recommendations to the senior and executive leadership teams advising on the impact on the sector of our work, risk, readiness and professional and practice needs.
- Champion the work of Social Work England and support us in promoting the role and value of the regulator.
- Model Social Work England's values – fearless, independent, ambitious, integrity, collaborative, transparent.
- Provide feedback and views from the profession to inform and develop Social Work England communications to support delivery of key messages.
- Maintain confidentiality of information shared across the group.

How the group will meet:

- The group will meet approximately 6 times a year, initially at the Social Work England offices in Sheffield.
- The group will be co-chaired by a Social Work England staff member and a member of the group on a rotating basis.
- To be quorate and enable decision making, 50% +1 of the membership must be in attendance.
- An agenda and papers will be circulated at least 1 week in advance of the meeting.
- The group will share the space equally and recognise the strengths and expertise of all members of the group
- The members are asked to respect that this is a confidential meeting, so that discussions are an opportunity for members to share their experiences and perspectives openly. Documents for meetings are confidential and not for wider circulation, unless agreed otherwise.
- An agreed account of the meeting in the form of a 1-page summary will be circulated for approval and published on our website. Minutes will be available on request.
- Sub-groups may be established to complete particular task and finish exercises and will liaise/meet more frequently to achieve the completion milestones.
- A wider group of representatives from sector organisations and networks will be invited to join this forum 3 times a year to consider joint ambitions for the profession.

The membership of the group will consist of the following people recruited through a selection process:

- Practising and registered social workers
- Student social workers
- People with lived experience of social work
- Education and training providers

We will regularly review membership and address any identified gaps in representation.

The following partners will also be invited to be represented on the wider group:

- Chief social workers for adults, children and families
- Professional Standards Authority
- Principal social worker networks
- Association of Directors of Adult Social Services
- Association of Directors of Children's Services
- Key stakeholder organisations with an interest in social work
- Key stakeholder organisations with an interest in regulation
- Another devolved nation social work regulator

How the membership will work:

- There will be a maximum of 15 members (increasing to 30 with partners invited), who will commit to be part of the group for a minimum of 1 year and reviewed every 2 years for each member.
- Members who are not representing organisations will apply through a recruitment process to join the group.
- Members who are not paid to attend through their organisation (for example people with lived experience and students) will be remunerated for their time spent working on national advisory forum activities.
- Members must declare potential conflicts of interest.