

Approved minutes of a meeting of the BAOT Council

Held on 17 April 2024, 10.30am, at Phoenix House

Council members present	
Name	Position
Dr Anita Atwal	Council member, Research and Development
Kalimah Ibrahiim	Council member, England
Samantha Flower	Council member, Scotland (via Teams)
Cathryn Holding	Council member, Industrial relations
Dr Kee Hean Lim	Council member, Vice Chair and International Affairs
Odeth Richardson	Council member, Chair
Also in attendance	
Regular attendees (attended all items except confidential items)	
Clare Cochrane	Director of Brand and Marketing
Steve Ford	Chief Executive
Kate Monro	Head of Governance and Compliance
CJ Odeleye	Head of Finance
Karin Orman	Director of Practice and Innovation
Satvinder Reyatt	Director of People, Finance and Governance
Karin Bishop	Director of Membership and Movement Building
Rob Smyth	Director of Strategy, Technology and Transformation
Other attendees	
Angela Daniel	Senior Business Support Partner, note taker
Apologies	
Paul Dunning	Council member, Wales
Nick Entwistle	UNISON

Please note: Items are recorded in agenda item order rather than the order in which they were taken.

Item	Main point	Action
1.	Meeting business	
1.1	Welcome, introductions and apologies The Chair welcomed all to the BAOT meeting. Apologies were noted from Paul Dunning and Nick Entwistle from UNISON.	

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1.2	Declaration of conflict of interest. No declarations were made. Approval of BAOT Council minutes	
1.3	25 January 2024 BAOT Council meeting minutes – approved.	
2.	BAOT annual report and financial statements and member fees for 2024-25 CJO noted the changes to what Council were being asked and the impact to the BAOT accounts. Key points included: - Initially, the group reported a deficit of (£1.5m), but after adjustments, it showed a surplus of £1.5m. - The valuation of RCOT's premises/investment property at Phoenix House resulted in a £3.6m unrealised gain for the investment portion and a £13k adjustment for depreciation. - The final valuation of the pension scheme liability by Aviva was £881k, lower than expected, with excess reserves transferred to General reserves. - Various adjustments were made, resulting in a net gain of £350k. Notable adjustments include income adjustments, interest receivable, and unrealised investment gains. - The paper addressed points raised in the audit letter provided by the auditors. - Due to a previously approved freeze on membership fees for three years as part of the 2022-2027 budget plan, there is no proposed increase in membership fees for the upcoming year. Council are asked to consider and approve (subject to changes): - BAOT annual report and financial statements - approved - BAOT letter of representation to the auditors - approved - Member fees are not increased in the coming 24-25 year - approved	
3.	UNISON-BAOT joint working project - update KB spoke on behalf of Nick Entwistle in his absence. KB confirmed to council that the relationship with UNISON was strong and working well together for members. There was an ongoing project with several workstreams which identified areas which we could improve to make better for members. As per their contract, UNISON are required to write an article for OT News. Currently looking at contract reporting which will be better with the new CRM system.	
4.	Any other business (BAOT only)	

Item	Main point	Action
	No other business The Chair thanked Kee Hean and Samantha for their time on council.	
	These minutes are agreed by the Council as a true record of the meeting. Signature: <u>Odeth Richardson</u> Odeth Richardson (Sep 26, 2024 13:54 GMT+1) Minutes signed by: <u>Odeth Richardson</u> (name in capital letters) Date: <u>26/09/24</u>	