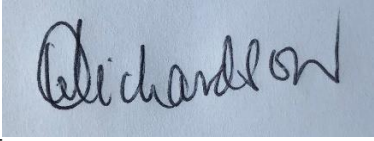


APPROVED MINUTES

**Meeting of the Council of British Association of Occupational Therapists
and Royal College of Occupational Therapists
held on 30 May 2023, 4.30pm, virtual meeting – Zoom**

Committee members present		
Name	Position	Items present
Odeth Richardson	Chair	All
Kalimah Ibrahiim	Council Member, England	All
Carmel Harney	Council Member, Northern Ireland	All
Cathryn Holding	Council Member, Industrial Relations	All
Paul Dunning	Council Member, Wales	All
Samantha Flower	Council Member, Scotland	All
Also in attendance		
Steve Ford	Chief Executive	All
Joanne Kelly	Financial Controller	All
Kate Monro	Head of Governance and Compliance	All

Item	Main point	ACTION
1.	<p>Welcome</p> <p>No declarations of interest were made.</p> <p>The Chair welcomed members and attendees. Introductions were made.</p>	
2. 2.1	<p>BAOT/RCOT - Annual Report and Accounts</p> <p>The Council noted that the annual report and accounts had been circulated in advance and that all Council members had had the opportunity to review the documents and comment on them. The Council noted the scrutiny process via the Audit, Investment and Risk Committee and were assured of the level of diligence on the annual reports and accounts.</p> <p>Council members gave positive feedback on the new presentation.</p> <p>Earlier timings for production of the annual reports and accounts for future years were discussed.</p> <p><u>Action:</u> KM to check filing requirements with NI Charity Commission.</p> <p>Decision:</p> <ul style="list-style-type: none"> The Council approved the RCOT annual report and accounts, and the letter of representation, and authorised the Chair and Vice Chair to sign the documents on the Council's behalf. The Council approved the BAOT annual report and accounts, and the letter of representation, and authorised the Chair and Vice Chair to sign the documents on the Council's behalf. <p>The Chair closed the meeting.</p>	KM

Item	Main point	ACTION
	<p>These minutes are agreed by the Council as a true record of the meeting.</p> <p>Signature: </p> <p>Minutes signed by: _ODETH RICHARDSON</p> <p>Date: 12 JULY 2023</p>	