### The Board

The Social Workers Registration Board (the Board) is a Crown entity which was established under the Social Workers Registration Act 2003.

The Social Workers Registration Legislation Act 2019, passed in February 2019, makes several amendments to the Social Workers Registration Act 2003. Many of these amendments will be phased in over the next two to five years — including the mandatory registration of social workers and changes to registration processes.

The Board will play a key role in the implementation of these changes.

### Purpose

To protect the public by ensuring social workers are accountable, competent and safe to practice now and into the future.

**Ko tā mātau kaupapa** – Te tautiaki i te iwi tūmatanui mā te whakarite, ka noho haepapa ngā tauwhiro, ka haumaru, ka whai pūkenga, ka tika hoki ki ngā mahi ināianei, ā, haere ake nei

### Function

The Board’s functions, as set out in the Social Workers Registration Board Act 2003 include:

* managing the registration of social workers in New Zealand
* reviewing complaints about registered social workers
* establishing and maintaining a code of conduct for registered social workers
* promoting and setting standards for education and training in consultation with providers of social work
* enhancing the professionalism of social workers.

Two additional functions were introduced by the Social Workers Registration Legislation Act 2019:

* to review social workers’ fitness to practise
* to set criteria for reporting serious misconduct or issues of competence or fitness to practise

More information on the Board’s role and function is set out in its 2017-2021 Statement of Intent and its 2019/20 Statement of Performance Expectations.

Copies of these documents are available on its website: <http://swrb.govt.nz>

### Vision

Social workers support the Mauri Ora of our communities, family, whānau, and individuals.

Ko tō mātau whāinga – Ka tautoko ngā tauwhiro i te mauri ora o ō tātau hapori, o ō tātau whānau me ngā tāngata takitahi hoki.

### SWRB Takepū

The following takepū informs and guides the SWRB in its kaupapa to protect the public and enhance the professionalism of social work. In this context:

* Kaitiakitanga is the responsibility of the SWRB for safe stewardship, guardianship and protection
* Rangatiratanga is the responsibility of the SWRB to lead, advocate for, facilitate, and act with integrity
* Manaakitanga is the responsibility of the SWRB to engage in mana-enhancing relationships through the demonstration of care, mutual respect, hospitality, generosity, and aroha
* Whanaungatanga is the responsibility of the SWRB to purposefully connect and strengthen mutual and sustainable relationships.

### Appointments

The Board currently has seven members, four of whom must be registered social workers. One member must be designated Board Chair and there is also the option to designate a member as Deputy Chair.

Members are appointed by the Minister for Social Development for terms of up to three years. Members may be reappointed but cannot serve on the Board for more than six consecutive years.

### Workload

Members are expected to attend all scheduled Board meetings and may also be required to participate in any specialist committees established by the Board.

It is expected that the Board Chair will spend up to 50 days per year on Board business, while the Deputy Chair and other members may spend up to 30 days per year.

### Knowledge, Skills and Experience

Members of the Board should have skills, expertise and experience in two or more of the following areas:

* experience in the provision of social work services, especially in a statutory environment
* understanding of, and experience in, implementing effective governance and strategy
* well developed and effective financial management skills and experience
* understanding and knowledge of government processes
* sound judgement and demonstrated commitment to the social work profession
* experience in advocating for consumers of services provided by social workers
* the New Zealand legal system (particularly administrative law)
* understanding of, and commitment to, the status of Māori as tangata whenua, and established networks with iwi, hapū and Māori organisation
* effective relationship management and communications skills
* ability to engage effectively with Pacific peoples and other ethnic and cultural groups in New Zealand

For these appointments, particular emphasis will be given to candidates who have:

* strong sector networks
* strong relationship and engagement skills
* a strong Māori voice
* strong understanding of Māori cultural competencies
* an understanding of social policy and the impact on the sector and profession
* experience in corporate finance, risk, audit and regulatory functions.

### Remuneration and expenses

The remuneration of board members is set in accordance with the Cabinet Fees Framework. The Board Chair currently receives an annual fee of $22,000 while the Deputy Chair and members receive an annual fee of $10,000 per annum.

A member is also entitled to claim expenses such as travel, parking, telephone calls, and postage costs.

### Administrative Support Services

Administrative services are provided by a small staff based in Wellington, located at Level 7, 110 Featherston Street, Wellington.

### Collective duties of members

The Board of a statutory entity must ensure that the entity acts in a manner consistent with its objectives, functions, statement of intent, and output agreement.

The Board must ensure that the statutory entity performs its functions efficiently and effectively, and in a manner consistent with the spirit of service to the public.

The Board must ensure that the entity operates in a financially responsible manner and, for this purpose, that it prudently manages its assets and liabilities.

### Individual duties of members

A member of a statutory entity must not contravene, or cause the contravention of, or agree to the entity contravening, the Crown Entity Act 2004 or the entity’s Act.

A member must, when acting as a member, act with honesty and integrity.

A member must act in good faith and not pursue his or her own interests at the expense of the entity’s interests.

A member must, when acting as a member, exercise the care, diligence and skill that a reasonable person would exercise in the same circumstances, taking into account the nature of the statutory entity, the nature of the action, the position of the member and the nature of the responsibilities undertaken by him or her.

A member of a statutory entity who has information in his or her capacity as a member that would not otherwise be available to him or her must not disclose that information to any person, or make use of, or act on, that information, except:

* in the performance of the entity’s functions
* as required or permitted by law
* in complying with the requirements for members to disclose interests.
* A member may disclose, make use of, or act on the information if:
* the member is first authorised to do so by the Board or, in the case of a corporation sole, by the responsible Minister
* the disclosure, use, or act in question will not, or will be unlikely to, prejudice the entity.

This information has been reproduced in short from the Crown Entities Act 2004. For a full copy of the Collective Duties of the Board and Individual Members refer to Sections 49-57 of the Crown Entities Act 2004.

### Role of the Board Chair and Deputy Chair

The responsibilities of the Board Chair and Deputy Chair are the same as those of other board members. In addition, the Board Chair will:

* act as leader of the Board, presiding over Board meetings
* be responsible for the integrity of the Board’s processes (especially those relating to managing board member conflicts of interest)
* act as the main point of contact between the Board and the responsible Minister
* be responsible for the day-to-day relationship with the Board’s Chief Executive.

It is expected that the Board Chair will be familiar with public sector governance practices, procedures and change management, and will be able to engage effectively with the social worker profession and those involved in services provided by social workers.

The role of the Deputy Chairperson is to exercise these functions whenever the Chairperson is unavailable or has a personal interest in a matter that precludes their participation.