



Making a Difference through Regulation and Training

The Annual Report and Accounts of the
Northern Ireland Social Care Council
April 2004 - March 2005

How to find the Northern Ireland Social Care Council

NISCC is located in the heart of Belfast city centre. It is beside Great Victoria Street train station and the Europa (Glengall Street) bus station. Both stations can be accessed from the Great Northern Mall on Great Victoria Street. Public hire taxis are available at the front of the Great Northern Mall.

Limited on-street car parking is available in the area, most of which is metered. There are a number of pay-per-hour car parks close to Millennium House. These can be accessed from Grosvenor Road, Sandy Row and Hope Street. (Hope Street is one-way and must be accessed from Sandy Row).

The NISCC office has been designed to ensure disabled access in all parts of the accommodation and induction loops have been fitted in the seminar rooms. If you need

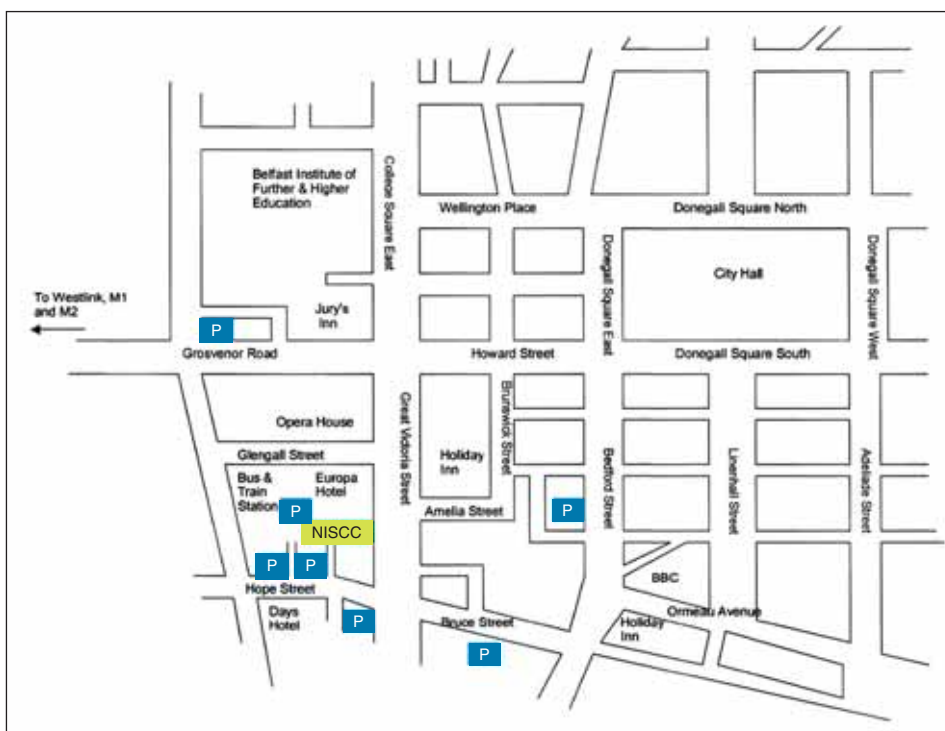
assistance accessing the building, please ring in advance to ensure someone is available to help you.

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September 2005



The Northern Ireland Social Care Council Accounts

For the Year ended 31 March 2005

Laid before the Houses of Parliament by the Comptroller and Auditor General for Northern Ireland in accordance with Paragraph 12(2) and (4) of the Schedule to the Northern Ireland Act 2000 and Paragraph 35 of the Schedule to the Northern Ireland Act 2000 (Prescribed Documents) Order 2004

19 December 2005

Laid before the Northern Ireland Assembly

Under Paragraph 12(4) of Schedule 1 to the Health and Personal Social Services Act (Northern Ireland) 2001 by the Comptroller and Auditor General for Northern Ireland

19th December 2005

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Glossary of Terms and Abbreviations

CCW	Care Council for Wales
CSA	Central Services Agency
DHSSPS (NI)	Department of Health, Social Services & Public Safety for Northern Ireland
DipSW	Diploma in Social Work
EQIA	Equality Impact Assessment
GSCC	General Social Care Council
HPSS	Health and Personal Social Services
HSS	Health and Social Services
liP	Investors in People
NDPB	Non-Departmental Public Body
NIPSA	Northern Ireland Public Service Alliance
NISCC	Northern Ireland Social Care Council
NVQ	National Vocational Qualification
PQ1	Post Qualifying, Stage 1 (Consolidation)
PSS	Personal Social Services
QUEST	Queens University Education and Social Work Training Partnership
SCIE	Social Care Institute of Excellence
SHSSB	Southern Health and Social Services Board
SSC	Sector Skills Council
SSI	Social Services Inspectorate
SSSC	Scottish Social Services Council
UK	United Kingdom
USSET	University of Ulster Social Services Education and Training Partnership

A View from the Chair



This report covers a period when fundamental change is underway in the delivery of health and social care in Northern Ireland. The consultation on the Review of Public Administration is in its final stages. This

envisages a major re-organisation in the structures by which care will be delivered, with a significant reduction in the number of public bodies involved. The likely future resource requirements for health and social care in the province are being reviewed by Professor Appleby - a major concern is that although expenditure is ever increasing on these areas, there never appears sufficient funding to meet the demands that exist for more, better and new services. Across the UK the very nature of what characterises social care is being debated in White Papers (England and Wales) and government reviews (in Scotland).

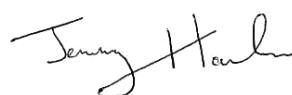
But whatever the outcomes of these studies, one issue is clear - an increasing proportion of our population is and will be requiring social care at differing stages of our life cycles - social services and social care will touch everyone of us at some stage in our lives, and this care will be delivered by social workers and social care workers. This group of the workforce is the rock on which increasing numbers of us - our families, our friends and we ourselves, will depend to secure our well being, to maintain our independence and retain and improve our quality of life.

Frequently such care has to be provided under difficult and challenging circumstances, and

the NI Social Care Council is in existence to help social workers and social care workers improve their critical contributions by raising the standards of social care practice, by strengthening the professionalism of the workforce and by communicating to the wider public a greater appreciation of the contribution made by social care workers.

This report reflects the significant advances made by the Council over the last 12 months in promoting and supporting the confidence, competence and credibility of the workforce through the roll out of registration and regulation of priority groups of this workforce, through training and education and through the general development of professionalism in the social care workforce. Our achievements are detailed in later sections of this report, but these have only happened through the commitment and hard efforts of our Council members and our magnificent staff, and through the continuing involvement and support of our key partners - service users and carers, employers and unions, Departmental colleagues and educational providers. To all I would say a sincere "thank you" for your contribution to our work.

"social services and social care will touch everyone of us at some stage in our lives..."



Jeremy Harbison
Chair
Northern Ireland Social Care Council

Chief Executive's Report



There are particularly good times in the life of every organisation; times when, after a lot of hard work, things seem to come together and it starts to happen.

We're going through just such a time in the Northern Ireland

Social Care Council. After years of hard work, the objectives for which we've strived are starting to be achieved.

In social work training, we've had the first intake into the new Degree in Social Work at Queen's University and the University of Ulster. This has been greatly facilitated by the establishment of the Regional Body for the Degree in Social Work which brings together key stakeholders to plan and advise on the delivery of the Degree.

We've also started work with our partners in the NI PQ Partnership on a project to reform Post Qualifying training for social workers.

In the broad area of Social Care, the Council, with its partners in the other UK countries, has been granted a licence as a Sector Skills Council. As part of Skills for Care and Development we plan to bring about major improvement in the training of social care staff.

Our other major statutory area of work is registration of the workforce. Here too, after much preparatory work, things are beginning to move. We have worked closely with NIPSA to build on the confidence of social workers. We have also had a great deal of support from UNISON. As a result over 1400 applications for registration were received by the year-end.

A great deal of work has also been going on behind the scenes in developing guidance for the workforce and preparation for full implementation of registration and regulation.

As an organisation, we have continued to improve the way we do business. Our corporate governance and risk management measures have been strongly enhanced.

Equally important is the way we have continued to work closely as an organisation with users and carers. A great deal of thanks is due to those who have worked with us on our User and Carers Reference Groups.

All in all it has been a good year, not just for the Council, but for the social care workforce as a whole.

Improvements in training and the professionalism which registration infers is good for the workforce and ultimately brings improvement to the issues of those who use our services.

I hope that you, as a reader and as someone who may use our services, will get some flavour of this from our Annual Report.



Brendan Johnston
Chief Executive
Northern Ireland Social Care Council

"There are particularly good times in the life of every organisation; times when, after a lot of hard work, things seem to come together and it starts to happen."

About the Northern Ireland Social Care Council

Who We Are

NISCC is a Non-Departmental Public Body (NDPB), sponsored by the Department of Health, Social Services and Public Safety (DHSSPS) (NI). Membership of the Council currently comprises a Chair, plus 21 non-executive members. Details of the Council membership can be found on page 19.

Putting the NISCC in Context

NISCC was established as part of a UK-wide drive to raise standards in social care. Our role is to raise the quality of social care practice, through workforce education and training; put in place better safeguards for the protection of people using social care services and to increase public confidence in the workforce. Similar Councils have been established in England, Scotland and Wales.



Our Vision

A founding principle is working in partnership with those who use social care services and those who deliver them, to ensure that staff and employers meet agreed standards of conduct, practice and training. We will:

- **Set standards of practice** for social care workers and their employers to promote a safe, reliable and competent service
- **Register the social care workforce** - A social care worker registered with the Council will be viewed as safe and competent to practice
- **Promote education and training** for all social care staff
- **Regulate social work training** to ensure it prepares staff to do the job expected of them

"Improvements in training and the professionalism which registration infers is good for the workforce and ultimately brings improvement to the issues of those who use our services."

Our Strategic Aim and Objectives

Our Aim

"To protect the public through improving safeguards for vulnerable people, raising the standards of social care practice and strengthening the professionalism of the workforce"

Our Mission

"We will protect the public by promoting and supporting confidence, competence and credibility in the social care workforce"

We will work with partners to:

1. Deliver a service that meets the needs of the social care sector by working in partnership with users of social care services, their carers and key stakeholders
2. Strengthen public protection through registration of the social care workforce
3. Ensure that social care staff, supported by employers, meet agreed standards of conduct and practice
4. Improve the quality of social care through the development, promotion and regulation of appropriate education and training
5. Strengthen and support the professionalism of the social care workforce

northern
ireland

social care council

Strategic Priority Areas

The NISCC Corporate Plan 2004-2007 identified three Strategic Priority Areas which the NISCC aims to address in the period to March 2007.

Confidence

1. Regulation of the social care workforce

To ensure:

- That staff registered with the NISCC are safe and competent to practice
- That staff who have committed misconduct will be dealt with effectively and that the public will be protected from any risk that they pose

Competence

2. Setting standards for and regulation of professional social work training, including active promotion of social work and the provision of social care as a career

To ensure:

- That social care workers are properly trained for the work that they do
- That social care training is based on best practice and evidence based methods

3. Promoting continuous professional development and training within the broader social care workforce

To ensure:

- That social care workers continually update their knowledge and skills through regular post qualifying learning and training

Credibility

4. Development of the NISCC as an organisation committed to promoting high quality in social work and social care services

To ensure:

- That the NISCC operates in such a way that it protects the public effectively, while recognising the rights of registrants to be treated fairly
- That social care workers make a valuable contribution to society
- That social care is a worthwhile and rewarding career

Strategic Objectives for 2004-2005

Strategic Objective 1

Register the social care workforce within the timetable agreed with the DHSSPS

Strategic Objective 2

Regulate the social care workforce in accordance with the highest standards of public accountability

Strategic Objective 3

Maximise service user and carer contributions to the work of the NISCC

Strategic Objective 4

Work in partnership with key stakeholders including employers, unions, professional bodies, government departments and media to develop collaborative approaches to raising standards within the social care workforce

Strategic Objective 5

Set standards for social work education and training at qualifying and post-qualifying levels

Strategic Objective 6

Regulate the delivery of social work education and training programmes

Strategic Objective 7

Improve the standards of education and training among the social care workforce through the development of a Sector Skills Council for Social Care

Strategic Objective 8

Develop, implement and evaluate an integrated communications strategy to encompass all NISCC business areas and to include internal, external and stakeholder audiences

Strategic Objective 9

Promote and support the development of NISCC Members and staff and maximise their contribution to the strategic and business objectives of the NISCC

Strategic Objective 10

Ensure the integration of financial and human resource strategies to support the strategic and business objectives

Strategic Objective 11

Ensure that the resources allocated to the NISCC are used for the intended purposes

Highlights of the Year

Registration and Regulation of the Workforce

During the year, work continued to progress the registration of 'priority groups' of staff and social work students. Our Members and Staff:

- Agreed a package of measures with NIPSA and the DHSSPS to progress registration of the priority groups
- Received 1436 applications for registration by 31 March 2005
- Hosted further information sessions for over 500 people
- Registered 273 social work students commencing the Honours Degree in Social Work
- Provided seven days training for Registration and Conduct Committee members
- Produced and launched guidance on Post Registration Training and Learning requirements
- Completed consultation on the next group of social care workers to be registered



*Ann Crawford
Registration Manager
appointed February 05*



*Annette Modena
Registration Manager
(left the NISCC
February 05)*

Regulating and Promoting High Quality Social Work Education and Training

To ensure that high quality social work education and training was provided for social work students in Northern Ireland the NISCC monitored standards of education and training offered by the existing Diploma in Social Work (DipSW) courses and worked with partners to support the introduction of the new Honours Degree in Social Work in Autumn 2004.

Highlights include:

- A full time three year degree course and a two year fast track degree course for relevant graduates were approved by the NISCC in April 2004.
 - The Degree in Social Work was formally launched by Mr Clive Gowdy at the Waterfront Hall on 19 October 2004.
 - 273 students commenced the new Degree in Social Work in September 2004 at six locations - Queen's University of Belfast; University of Ulster, Magee Campus, Londonderry; Belfast Institute of Further and Higher Education, Belfast; East Tyrone College of Further and Higher Education, Dungannon; North Down and Ards Institute of Further and Higher Education, Newtownards; North West Institute of Further and Higher Education, Derry.
 - The Regional Body for the Honours Degree in Social Work appointed a Professional Officer and Senior Administrative Assistant and delivered on agreed regional approaches including suitability interviews for social work training and practice learning.
- Course Providers formally established service user and carer groups to contribute to the delivery of the degree.
 - Interim monitoring arrangements for the Degree were put in place in October 2004.
 - Consultation commenced on standards for practice learning providers in Spring 2004.
 - 222 social workers attained PQ1 and 61 attained full PQ Awards.
 - 10 social workers attained the PQ Childcare Award.
 - 13 social workers attained the Advanced Award.
 - 41 social workers attained the Practice Teaching Award.
 - 16 social workers attained the Mental Health Social Work Award.
 - Following the review of PQ education and training, work was started on developing a new PQ Framework.



Mary Stewart
Director of Training

Increasing the Professionalism of the Workforce

Competence and confidence in the social care workforce was increased through development and promotion of quality education and training, including:

- Achieving the status of Sector Skills Council for Social Care, Children and Young People. Skills for Care and Development will maintain and seek to strengthen the links with other Sector Skills Councils, employers, education and training providers and service users through existing national and regional networks.
- Publication of the Revised National Occupational Standards in Health and Social Care in October 2004.
- First Board meeting of Skills for Care and Development in Belfast in February 2005.



How Did We Do?

Ensuring a User and Carer Focus

The active involvement of service users and carers is fundamental to the NISCC's work. This is underpinned by the Council's membership, one third of whom are carers or users of personal social services, and reinforced by corporate principles and strategic goals.

The NISCC Service User Reference Group (which consists of people who use personal social services) and the NISCC Carer Reference Group (consisting of informal carers) have been supported to meet every month. Their work has contributed to the following projects to ensure they maintain a user/carers focus:

- Workshop with the Regional Body for the Honours Degree in Social Work
- Work with employers to develop interview questions for the recruitment of social workers
- Participation in the SCIE Partners Council.
- Involvement with the Registration of social care workers
- Development of the NISCC's Business Plans

This has meant that service users and carers are involved at a strategic level and have an opportunity to influence the development of key areas of the NISCC's work.

The NISCC Service User and Carers Reference Groups have also contributed to consultations and conferences on user/carers involvement within the public and independent sectors - both within Northern Ireland and also as representatives on behalf of Northern Ireland on UK projects.

The NISCC is continuously striving to determine the most effective ways to ensure the involvement of service users and carers.



*Margaret Shevlin and Derek Follis
Joint Chairs - Service User Reference Group*



*Roy Catney
Chair - Carers
Reference Group*

Improving Protection

Work continued to take forward the registration of the 'priority groups', including social workers, all care staff in residential child care and heads of residential homes and day care not registered with another recognised professional regulatory body. Negotiations were successfully concluded with the trade union NIPSA to move the registration of the priority groups forward, and legislation was introduced which would protect the title of Social Worker from 1 June 2005. This year also saw the first registrations of social work students entering the Honours Degree in Social Work. In preparation for registration, the NISCC's staff were involved in the following:

- Securing further registration staff to process the increased volume of applications
- Meeting all statutory sector employers to assist with implementing registration
- Providing information workshops to prospective applicants
- Liaising with the education institutions and student applicants
- Processing 309 student applications
- Processing applications for registration, including applications from those qualified outside the UK
- Starting work on guidance for the Assessed Year in Employment for newly qualified social workers
- Providing training to members of registration and conduct committees

The NISCC's staff also continued work planning the rollout of registration to the next

groups of social care workers. The NISCC's staff were involved in:

- Holding meetings with the sector to consult on the proposals for registration rollout
- Consulting on the level of registration fee for the next groups
- Making recommendations on future plans to the Council and to the DHSSPS

The NISCC continued to work in close collaboration with the General Social Care Council (GSCC), the Care Council for Wales (CCW) and the Scottish Social Services Council (SSSC), in developing Rules, policies, business processes and information technology to support registration.



Promoting high standards of practice through education and training

The NISCC has a statutory duty to regulate social work education and training at qualifying and post-qualifying levels. This work includes setting and reviewing standards, approving and monitoring training courses, promoting social work education and training at qualifying and post-qualifying levels, and promoting best practice through the development of training guidance. During 2004/05 the focus was on implementing the new Honours Degree in Social Work which commenced in Autumn 2004. The year's activities included:

- Monitoring standards for DipSW, Honours Degree and PQ social work training programmes; providing funding to support social work education both at qualifying and post-qualifying levels and working to support DipSW programmes in the transition period.
- The joint NISCC/DHSSPS(NI) Project Team completed its work to revise social work training and was formally stood down in October 2004.
- The NISCC's staff worked throughout the year with the Course Providers and the Regional Body to support the implementation of the new Degree in Social Work.
- New collaborative arrangements between education institutions and social work employers were established to manage the new Degree - namely the Collaborative Partnership at Queen's and the University of Ulster/Further and Higher Education Collaborative Forum.

Increasing the Professionalism of the Social Care Workforce

The NISCC also has a duty to promote high standards of training and practice among social care workers and their employers. Our priorities continue to be the improvement of the skills level of the social care workforce, to ensure availability of quality education and training and to support lifelong learning. The NISCC has contributed to UK and NI projects to improve standards of social care education and training. These included:

- The National Occupational Standards, National Vocational Qualification (NVQ) structures and Assessment Strategy for new NVQs in Health and Social Care were completed.
- Consultation on the National Occupational Standards, National Vocational Qualification structures and Assessment Strategy for new NVQs in Childcare and Education was completed in September 2004.
- New Awards in Health and Social Care launched in January 2005.
- The National Occupational Standards, National Vocational Qualification (NVQ) structures and Assessment Strategy for new NVQs in Health and Social Care. These were completed and approved by the Education Regulatory body responsible for standards and qualifications. The new NVQs have been made available in NI from February 2005.
- The National Occupational Standards, National Vocational Qualification structures and Assessment Strategy for new NVQs in Childcare and Education. The relevant regulatory bodies have formally

approved the new Awards, now renamed as Children's Learning and Development NVQs. The new Awards will not be available for uptake in Northern Ireland until November 2005.



Launch of Skills for Care and Development

Building Effective Partnerships

Sector Skills Councils are a UK Government initiative for employers and key stakeholders to work in partnership to reduce skill gaps and improve the competence of the workforce. The NISCC, in partnership with the Care Councils in Scotland and Wales, and Skills for Care in England, achieved Sector Skills status. This Sector Skills Council is entitled Skills for Care and Development and covers social care and children's services and includes children's homes, care homes, domiciliary care and support services, day centres and services, social work, fostering agencies and services, foster carers, nurse agencies, adoption services, nursery and early years work, childminding, voluntary youth services, Connexions, day nurseries, voluntary and charitable work. In Northern Ireland and Scotland it also includes criminal justice social work.

Each body will carry out the functions of the Sector Skills Council in the respective country. Activity for this year included:-

- The setting up of an interdepartmental working group in Northern Ireland to determine which structures would best support work in the province
- Work on the Skills for Care and Development Business Plan

Promoting Equality and Diversity

The NISCC has continued to implement a programme of work as outlined in its Equality Scheme and taking into account the newly published Guidance from the Equality Commission on Implementing Section 75.

In taking forward its equality commitments, the NISCC collaborates closely with colleagues from other organisations in the health and social services. The organisation is represented on a consortium facilitated by the Equality Unit at the Central Services Agency, which provides an important opportunity for sharing good practice and developing joint approaches.

During 2004-2005 the NISCC completed the screening process of its policies and procedures, which was initiated during the previous financial year. The experience of its partner organisations in the HPSS Agencies and Special Bodies consortium has shown that the most important impacts in relation to Section 75 have emerged from EQIAs. It is also with this in mind that the NISCC, during 2004-2005, decided to adopt a comprehensive EQIA programme, effectively encompassing all areas of its work over the coming years.

The NISCC is committed to a targeted approach to consultation, in adherence with the new guidance from the Equality Commission. All consultations are managed by the Equality Unit, who carry out consultation exercises through focus groups, surveys, roundtable meetings and interviews.

The NISCC has taken important steps to ensure that all new policies are screened for

equality implications by developing a new screening template and procedure. Moreover, a new screening training programme has been designed jointly with colleagues from the consortium.

New staff in the NISCC continue to receive Equality Awareness Training in accordance with statutory duties.

The Equality Unit represent the NISCC on an HPSS-wide project group, which is working on the production of an information booklet on basic information on the Health Service in Northern Ireland, to be produced in various languages. The group is also working on a Regional Tender of best value translation service providers for use across the health and social services.

The NISCC, through the Equality Unit, is likewise involved in a region-wide initiative, which aims to produce an e-learning resource on diversity, which will be made available to staff across the Health Service.

Corporate Business

The NISCC has continued to develop its organisational structure and systems to help fulfil our corporate responsibilities and objectives. This year, the processes were supported by the following developments:

- A number of important organisational policies and procedures were developed during this period including three year financial and communications strategies and a revised Business Planning Timetable.
- As part of the NISCC's commitment to Investors in People (IiP), an action plan was developed with the aims of going for assessment in June 2005. The NISCC revised its internal performance management system and put in place a corporate system of 1-1 supervision meetings for all staff.
- The NISCC has worked closely with the Central Services Agency to ensure that the NISCC is on target to fully implement Agenda for Change.
- In discharging our duties as specified within the Freedom of Information (FOI) Act 2000, the NISCC developed a Disposals and Retention Schedule and made provisions for dealing with requests for information as per the legislation.
- Regular updates on progress towards meeting risk management actions were made to the Audit Committee, which is responsible for the review of all organisational risk management activities. The NISCC is committed to further development of its operating practices to reflect the HPSS Controls Assurance Standards.

- The website was reviewed and updated every month to ensure visitors could access up-to-date information. The site was expanded to include sections dedicated to providing information about registration and about our work with service users and carers. Traffic on the NISCC website www.niscc.info increased to over 126,000 useful sessions.



*Gerry Campbell
Head of Corporate
Services*



Statutory Information

Director's interests

None of the members of the key management staff or other related parties has undertaken any material transactions with the Council during the year. One Council Member, Mrs Gillian McGaughey, carried out commissioned work to the value of £1,410 in the financial year 2004/2005. The register of Member's and senior management's interests is available from Gerard Campbell, NISCC Head of Corporate Services.

Statutory functions

NISCC was established under Part 1, Section 1, of the Health and Personal Social Services Act (Northern Ireland) 2001, to regulate and register standards of training and practice for the social care workforce.

As of 31 March 2005:

- The NISCC received 1,436 application forms.
- There were 555 registrants on the social care register.
- The NISCC approved and monitored the new Honours Degree in Social Work in both Queen's University of Belfast and also the University of Ulster, and two partnerships, QUEST and USSET, to deliver DipSW programmes in Northern Ireland.
- The NISCC disbursed funding for social work student placements and to support three student units.
- The NISCC approved and monitored the Northern Ireland Practice Teacher Training Programme, the Approved Social Work Programmes and the Post Qualifying Education and Training Partnership.

Equality and Human Rights

It is NISCC policy to promote employment equality for all, irrespective of religious belief or political opinions, gender, marital status, domestic responsibility, sexual orientation, disability, race or ethnic origin. Selection for employment or enhancement is on the basis of ability, qualifications and aptitude. This applies to recruitment, training, promotion, transfer and other benefits and facilities.

The NISCC participated fully in a programme of training on the statutory equality duties, jointly developed with other HPSS agencies. New staff who joined the NISCC were trained in equality awareness and further training was delivered during 2004/05, which included disability awareness, the Regional Interpreting Project and training on racial discrimination.

All consultations are managed by the Equality Unit (CSA), who carry out surveys, focus groups, roundtable meetings and interviews.

The NISCC is seeking to achieve 'Investor in People' status by 2005, with all the employee consultation and involvement this entails.

No complaints were received under the terms of Section 75 during 2004/05.

Council Membership and Committees

Membership of the Council currently comprises a chair plus twenty-one non-executive members. It reflects three broad groups of interests: lay people (including users of services and carers), registrants (staff eligible to be registered), and stakeholders (employers, unions, education providers, etc). Members have been appointed by the Minister for Health, Social Services and Public Safety under the Public Appointments System for either two, three or four year terms of office. The Council usually meets once every two months. Members are accountable to the Minister through the Permanent Secretary of the DHSSPS.

Council membership for 2004/05

Dr Jeremy Harbison (Chair)	Mr Patrick McAteer
Mr Richard Black	Mrs Lise McCullagh
Mr Mel Byrne	Mr Lee McDermott
Mrs Jacqueline Carroll	Mrs Gillian McGaughey
Mr Roy Catney	Mr Brendan McKeever
Mrs Linda Davison	Mr Brendon Murphy <i>(resigned 3 March 2005)</i>
Mrs Alyson Dunn	Mr John Rafferty
Mr Jonathon Giles	Mr Ricki Reid
Mr Greg Kelly	Mrs Margaret Shevlin
Mr Kevin Lawrenson	Mr James Smyth
Ms Jan Maconachie	Mrs Eleanor Taggart



Council Membership for 2004/05 with the exception of Richard Black and Lee McDermott who were unavailable for the photograph

Committees and Subgroups

The NISCC has established committees and subgroups for key business areas:

- Business Management Committee
- Registration and Regulation of the Workforce Committee
- Regulation and Promotion of Training Committee
- Carers Reference Group
- Service User Reference Group
- Audit Committee
- Remuneration Committee

Business Management Committee

Members - Mr Richard Black, Mr Roy Catney, Mrs Linda Davison, Ms Lise McCullagh, Mr Lee McDermott, Mr Brendon Murphy, Mr John Rafferty, Mrs Margaret Shevlin, Dr Jeremy Harbison
NISCC Officer - Mr Gerard Campbell



*Chair
Mr Patrick McAteer*

Role and remit - To support the Council in fulfilling its statutory functions and in providing good corporate governance. Advising the Council on the development of a policy framework; the production and development of Corporate and Business Plans and

the Annual Report; the development of an efficient and effective organisational structure; the management of resources; change management issues; and the development of sufficient administrative, technical skills and capacity to support the business. The Business

Management Committee usually meets once every two months.

Registration and Regulation of the Workforce Committee

Members - Mrs Jacqueline Carroll, Mr Jonathan Giles, Mr Kevin Lawrenson, Mrs Gillian McGaughey, Mr Brendan McKeever, Mr John Rafferty, Mr James Smyth, Dr Jeremy Harbison
NISCC Officer - Ms Patricia Higgins



*Chair
Mrs Eleanor Taggart*

Role and remit - To support the Council on all matters relating to the regulation and registration of the Social Care Workforce. Advising the Council on policies in relation to registration; policies in relation to the conduct of registered social care workers; Codes of Practice for Social Care Workers

and the Employers of Social Care Workers; and the appointment and training of people suitable to act as members of admission committees, investigating committees, and conduct committees. The Registration and Regulation of the Workforce Committee meets once every two months.

Regulation and Promotion of Training Committee

Members - Mr Mel Byrne, Ms Alyson Dunn, Mr Greg Kelly, Mrs Jan Maconachie, Mr Ricki Reid, Mrs Margaret Shevlin, Dr Jeremy Harbison
NISCC Officer - Ms Mary Stewart



*Chair
Ms Linda Davison
(until November 2004)*



*Lee McDermott
(commencing
November 2004)*

Role and remit - To support the Council in fulfilling its statutory functions in relation to social work education and training. Advising Council on the discharge of its statutory functions; on matters relating to priorities, structure and provision of social work education and training and the qualifications framework in Northern Ireland; on matters relating to strategic education and training issues; and on matters relating to the promotion of social work education and training. The Regulation and Promotion of Training Committee meets once every two months.

Carers Reference Group

Members - Ms Sharada Bhat, Ms Lorraine Boyd, Mr Jim Bradley, Ms Lynn Calvert, Ms Anne Cunningham, Ms Lorraine Dell, Ms Geraldine Fennel, Ms Helen Ferguson, Ms Phyllis Graham, Ms Irene Harper, Ms Sharon Hogg, Ms Emma Johnston, Ms June Kerr, Ms Indira Laugee, Ms June Mallon, Mr Frank McAllister, Ms Sylvia McCutcheon, Ms Margaret McDonald, Ms Emma McDowell, Ms Josephine McGowan, Mr Tony McGurk, Ms Eleanor McMullan, Ms Mary Morrison, Ms Mary Murphy, Mr Henry Nichol, Ms Maria Sommerville, Mr Paddy Toner, Ms Molly Turley, Ms Angela Watson
NISCC Officer - Ms Katherine Robertson



*Chair
Mr Roy Catney*

Role and remit - The Reference Group advises the Council to ensure that issues affecting family/informal carers are reflected in NISCC Business and helps to ensure the Council has a user/carer focus by increasing Carer involvement in NISCC structures. The NISCC Carers Reference Group meets on a monthly basis.

Service User Reference Group

Members - Ms Phyllis Graham, Ms Rita Hillen, Ms Emma Johnston, Ms Indira Laugee, Ms Catherine McGroggan, Mr Brendan McKeever, Mr Gary Toner
NISCC Officer - Ms Katherine Robertson



*Chair
Mrs Lise McCullough
(until November 2004)*

Role and remit - To advise the Council on promoting the development of a user-centred approach in how the NISCC undertakes its business and participates in the process to maximise user influence on the work of the NISCC. The NISCC Service User Reference Group meets on a monthly basis.



*Joint Chairs Margaret Shevlin and Derek Follis
from November 2004 – March 2005*

Audit Committee

Members - Mr Roy Catney, Mr Patrick McAteer, Mr Lee McDermott, Mrs Eleanor Taggart
NISCC Officer - Mr Gerard Campbell



Chair
Mr Richard Black

Role and remit - To assist the Council in providing an independent and objective review of the NISCC's financial systems and in monitoring compliance with laws, statutory regulations, guidance and Codes of Conduct and Accountability. The Audit Committee

provides assurance to the Council with regard to the adequacy and effectiveness of the system of internal control operating within the NISCC. The Audit Committee usually meets at least three times each year.

Remuneration Committee

Chair - Dr Jeremy Harbison
Members - Mr Richard Black, Ms Linda Davison (until November 2004), Mr Lee McDermott (from November 2004), Mrs Eleanor Taggart
NISCC Officer - Mr Gerard Campbell



Chair
Dr Jeremy Harbison

Role and remit - To advise the Council about appropriate remuneration and terms of service for the Chief Executive and other executives within the Senior Management Team. The Remuneration Committee usually meets at least three times each year.

Finance for the Year Ended 31 March 2005

Prompt Payment Policy

The Council is committed to the prompt payment of bills for goods and services received in accordance with the Confederation of British Industry's Prompt Payers Code. Unless otherwise stated in the contract, payment is due within 30 days of the receipt of goods or services, or presentation of a valid invoice or similar demand, whichever is the later.

Regular reviews conducted to measure how promptly the Council paid its bills found that 89% of bills were paid within this standard.

The Late Payment of Commercial Debts Regulations 2002 provides small businesses with a statutory right to claim interest on the late payment of commercial debt. During the year the Council incurred no interest payments.



Dr Jeremy Harbison, Chair
October 2005

Summary Financial Statements

This is the fourth statement of accounts of the Council. It is prepared in accordance with Schedule 1 paragraph 12 (2) of the Health and Personal Social Services Act (Northern Ireland) 2001 and covers the year ended 31 March 2005. The Accounts have been prepared in a form determined by the Department of Health, Social Services and Public Safety in accordance with Schedule 1 paragraph 12 (2) of the Health and Personal Social Services Act (Northern Ireland) 2001.

This summary does not contain sufficient information for a full understanding of the activities and performance of the NISCC. If you would like more information, a full set of accounts for 2004/2005 is available from Mr Gerard Campbell, NISCC Head of Corporate Services.

The Council is required to breakeven each year. For the year ended 31 March 2005, the Council made a surplus of £43,245 from a turnover of £2,168,653 (1.99%).



Brendan Johnston, Chief Executive

Income and expenditure account as at 31 March 2005

		2005	2004
	Note	£	£
INCOME			
Grant from DHSS&PS	2.1	2,133,556	2,030,156
Income from Other Sources	2.2	35,097	32,101
Total income		<u>2,168,653</u>	<u>2,062,257</u>
EXPENDITURE			
Staff costs	3.1	855,685	798,818
Depreciation	6	21,219	18,484
Other Operating Expenses	5	1,248,504	1,221,041
Notional cost of capital		4,856	2,256
Other notional costs		10,000	12,783
Total expenditure		<u>2,140,264</u>	<u>2,053,382</u>
Surplus/(Deficit) for year on ordinary activities		28,389	8,875
Provisions for future obligations			
Surplus/(Deficit) after provisions		<u>28,389</u>	<u>8,875</u>
Adjustment to add back:			
Notional cost of capital		4,856	2,256
Other notional costs		10,000	12,783
Surplus/(Deficit) for year on ordinary activities excluding notional costs		<u><u>43,245</u></u>	<u><u>23,914</u></u>

All amounts above relate to continuing activities.

Balance sheet as at 31 March 2005

		2005	2004
	Note	£	£
FIXED ASSETS			
Tangible assets	6	134,734	75,695
CURRENT ASSETS			
Stock	7	–	–
Debtors	8	91,424	409,859
Cash and Bank	18.3	359,017	153,339
Current assets		<u>450,441</u>	<u>563,198</u>
CURRENT LIABILITIES			
Creditors: within one year	9	(390,311)	(546,313)
NET CURRENT ASSETS/(LIABILITIES)		<u>60,130</u>	<u>16,885</u>
Total assets less current liabilities		194,864	92,580
Creditors: more than one year	10	–	–
Provisions for Liabilities and Charges	11	–	–
NET ASSETS/(LIABILITIES)		<u><u>194,864</u></u>	<u><u>92,580</u></u>
FINANCED BY:			
General Fund	12	60,130	16,885
Government Grant Reserve	13	131,307	69,188
Donated Asset Reserve	14	3,427	6,507
		<u><u>194,864</u></u>	<u><u>92,580</u></u>

Cashflow statement for the year ended 31 March 2005

	Note	2005 £	2004 £
Net cash inflow/(outflow) from operating activities	18.1	205,678	4,089
CAPITAL EXPENDITURE			
Payments to acquire tangible fixed assets		(80,148)	(33,328)
Proceeds from sale of fixed assets		—	—
Net cash inflow/(outflow) before financing		<u>125,530</u>	<u>(33,328)</u>
FINANCING			
Capital funding		<u>80,148</u>	<u>33,328</u>
Net cash inflow from financing		<u>80,148</u>	<u>33,328</u>
Increase/(Decrease) in Cash and Bank Balances	18.2	<u><u>205,678</u></u>	<u><u>4,089</u></u>

Statement of total recognised gains and losses for the year ended 31 March 2005

	2005 £	2004 £
Surplus / (deficit) for the financial year Revenue	43,245	23,914
Unrealised surplus / (deficit) on the revaluation and indexation of fixed assets	<u>110</u>	<u>1,311</u>
Total recognised gains / (losses) for the year	<u><u>43,355</u></u>	<u><u>25,225</u></u>

Chief Executive's and other Senior Executives' Remuneration

	Salary, including Performance Pay	Real increase in pension at 60	Total accrued pension at 60 at 31/3/2004	CETV at at 31/3/04 £'000	CETV at 31/3/05 £'000	Real increase in CETV after adjustment for inflation and changes to market investment factors £'000
Chief Executive	60-65	6-7	100-105	340 -345	375-380	10-15

Statement of the Comptroller and Auditor General to the House of Commons and the Northern Ireland Assembly

I have examined the summary financial statement of the Northern Ireland Social Care Council set out on pages 25 to 28.

Respective responsibilities of Northern Ireland Social Care Council, Chief Executive and Auditor

The summary financial statement is the responsibility of the Northern Ireland Social Care Council and Chief Executive.

My responsibility is to report to you my opinion on the consistency of the summary financial statement within the Annual Report with the full financial statements. I also read the other information contained in the Annual Report, and consider the implications for my report if I become aware of any apparent misstatements or material inconsistencies with the summary financial statement.

Basis of Opinion

I conducted my work in accordance with Bulletin 1999/6 'The auditors' statement on the summary financial statement' issued by the Auditing Practices Board for use in the United Kingdom.

Opinion

In my opinion the summary financial statement is consistent with the full financial statements of the Northern Ireland Social Care Council for the year ended 31 March 2005.



J M Dowdall CB
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
BELFAST BT7 1EU

16th May 2006

NISCC Staff – 1 April 2004 to 31 March 2005

Senior Management

Chief Executive
Director of Registration
Director of Training
Head of Corporate Services

Mr Brendan Johnston
Ms Patricia Higgins
Ms Mary Stewart
Mr Gerard Campbell

Professional Advisers

Mrs Eilis Barry

Mrs Veronica Callaghan

Mrs Margaret Maybin
(Temporary - Commenced May 2004-November 2004)
Ms Alison Kavanagh
(Temporary - Commenced April 2004-August 2004
and November 2004-present)
Ms Katherine Robertson
Mrs Lorraine Simmons
(On secondment from November 2004)
Mrs Christine Smyth

Mr Paul Kearney
Mrs Colleen Stirling

Support Staff

Registration Manager

Ms Annette Modena
(Resigned February 2005)
Ms Ann Crawford
(Commenced February 2005)
Mrs Andre McKeown
Ms Brigid McSorley
(Maternity Cover April 2004-September 2004)
Ms Siobhan Bennett
Ms Dorothy Keefe
Ms Mairead Harkin
Ms Julie Dines
Ms Siobhan Loughran
(April 2004-December 2004)

Communications Officer

PA to Chair and Chief Executive
Administrator
Information Officer (Temporary)
Assistant Administrator (Finance)
Receptionist

Personal Secretary/Administrative Staff

Mrs Peggy Carlile
Ms Siobhan Loughran (Acting Up - January 2005-present)
Miss Lisa McCrudden (Career Break September 2004-present)
Miss Jackie Ogilvie

Ms Jo-Anne Kennedy

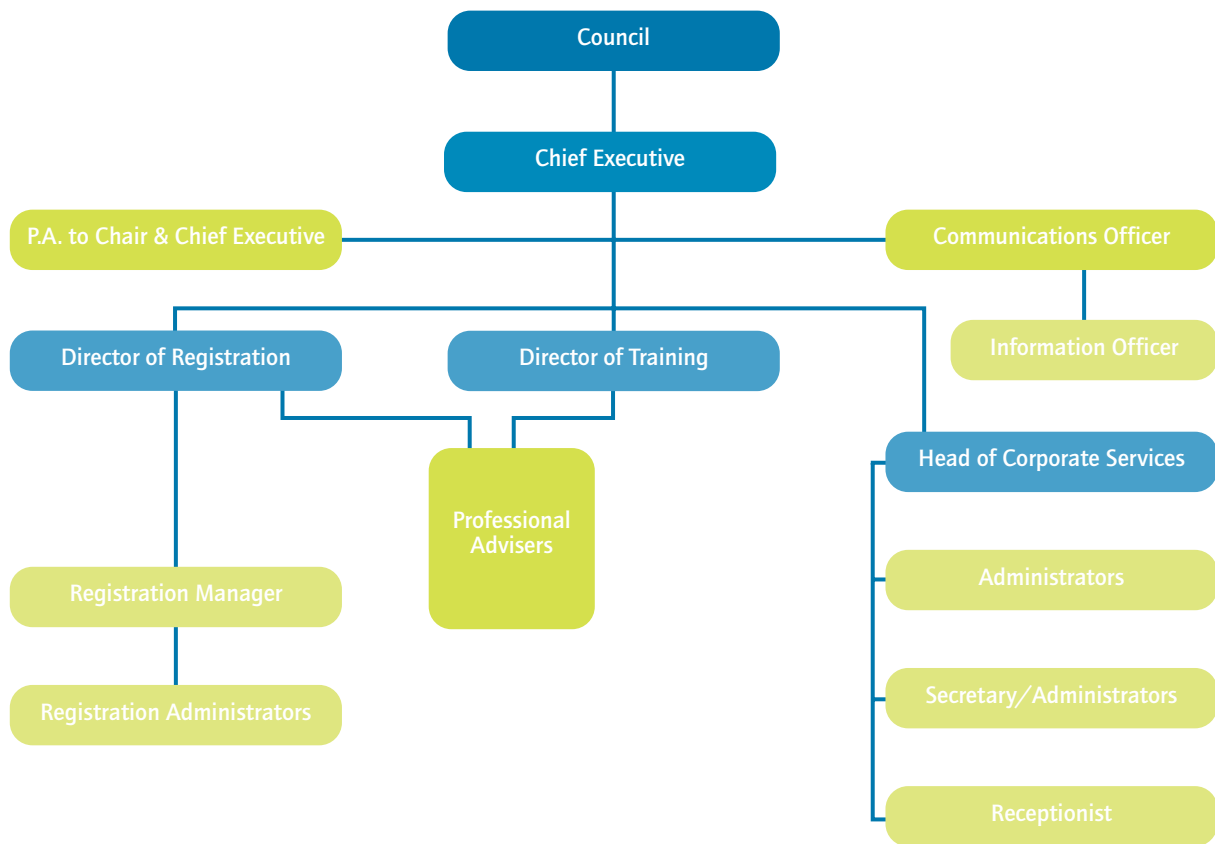
Registration Administrative Staff

Ms Jillian Hagan

Ms Ruth Hutchison

Mrs Fiona Morgan
(On secondment until May 2004)

Organisational chart



Feedback

We hope that this report has offered you a useful overview of the activities of the Northern Ireland Social Care Council.

The NISCC is committed to openness and inclusivity and would welcome comments and feedback on any aspect of its work.

Your feedback is important to enable us to continually improve the work that we do so that there may exist a safe, competent and effective social care workforce within Northern Ireland, capable of delivering quality services in a manner that promotes and maintains public confidence.

If you wish to make a comment, or receive any of the NISCC's publications, please contact:

Mrs Andre McKeown
Communications Officer
Northern Ireland Social Care Council
7th Floor, Millennium House
19-25 Great Victoria Street
BELFAST
BT2 7AQ

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