



NORTHERN IRELAND SOCIAL CARE COUNCIL

*Making a Difference through
Regulation and Training*

The Annual Report and Accounts
of the Northern Ireland Social Care Council

April 2013 - March 2014

June 2014

Our Mission

“We will protect the public by promoting public confidence, competence and credibility in the social care workforce.”

Confidence	<ul style="list-style-type: none">• Registrants are safe and competent to practise• Systems of regulation are effective to protect the public from any risk
Competence	<ul style="list-style-type: none">• Training is fit for purpose• Training is evidence-based• Knowledge and skills are continually improved through lifelong learning
Credibility	<ul style="list-style-type: none">• Council operates in such a way that it protects the public effectively, while recognising the rights of registrants to be treated fairly• Social care workers make a valuable contribution to society• Social care is a worthwhile and rewarding career

We welcome feedback on this Report. Please contact the NISCC Communications team with your comments or queries. A PDF version is available from the NISCC website www.niscc.info. Copies can also be made available in a range of different formats on request by contacting the NISCC Communications team at the address below or email comms@niscc.hscni.net.

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9th July 2014

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*The Northern Ireland Social Care Council Accounts
for the Year Ended 31 March 2014*

*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*

on

11 August 2014

“We engage with our stakeholders and involve them in our work to ensure we reflect their views across our business activities.”



Involving Service Users & Carers



Partnering with Employers & Education Providers



Engaging with our Registrants



*Supporting our Ambassadors
for Careers in Care*



*Reaching out to the next generation of
social care workers*

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A View from the Chair

I am delighted to present the Northern Ireland Social Care Council 13th Annual Report and Accounts for the period from 1 April 2013 to March 2014.

As you read this report you will find out more about our work to improve public protection through improving standards in workforce training and practice; developing new learning solutions to support our diverse workforce and in the improvements to our customer services.

We have had a number of changes at the NISCC this year. In April 2014 I was delighted to be appointed as NISCC Chair, having acted as Interim Chair during the previous year. Colum Conway was appointed Chief Executive in May 2013 following the retirement of Brendan Johnston. We very much appreciated the contribution which Brendan made to the development of the organisation during his 12 years as Chief Executive. Colum and I have used the year to meet with our registrants and stakeholders around Northern Ireland. These meetings have been valuable to us in gathering the broad range of views and experiences from our stakeholders across social care. We will continue this process throughout 2014/15.

This year marked a significant milestone for the social care workforce. The first phase of compulsory registration for social care workers was completed and the regulations to enforce registration were effected. In the Council, we believe that workforce registration and regulation strengthens the professionalism of the workforce, which in turn helps protect the public from the risk of poor standards in social care. As we look to the future we recognise that the compulsory registration of all social care staff will be a key component in the implementation of Transforming Your Care.

Appropriate regulation and safeguards are essential in order to ensure quality and protect the vulnerable. Along with my fellow Council Members, I will therefore continue to support the NISCC staff and stakeholders to promote registration and workforce development across the NI social care sector.

It is important that I acknowledge the tremendous contribution made by the members of our committees and working groups to support the NISCC staff throughout the year to raise standards in social care. Partnership working is central to how the NISCC operates and this was evidenced this year with the completion of projects to develop the suite of new learning solutions and online services. Thanks to the contribution of service users, carers, social care practitioners, employers, education providers and technology partners, these projects produced innovative and practical products to support workforce learning and development.

The NISCC is a successful organisation that makes a difference and a contribution to protecting the public through improving safeguards for vulnerable people. This report reflects the many achievements of the NISCC and I wish to record my appreciation to all of those who make the NISCC the success that it is. It is therefore with my sincere pleasure that I commend this Report to you.

Jim Perry, NISCC Chair



Chief Executive's Report

Our Annual Report reflects the broad and diverse nature of the work of the NISCC in 2013/14 and outlines the excellent progress we're making towards achieving our aims and objectives.

During this year, the phase of compulsory registration for adult residential care workers, managers of domiciliary and residential care services and heads of homes and day centres was completed.

There are now 22,500 social workers and social care workers registered with the NISCC. This workforce is vibrant and dynamic and is supporting some of the most vulnerable people in our society. NISCC registrants work for 490 employers across Northern Ireland in the statutory, private, voluntary and community sectors.

This year we have reviewed the nature of our engagement with registrants, service users and carers and employers. We are developing new models of engagement that will improve what it is we hear from these groups and what it is they hear from us.

Earlier this year we launched the NISCC online portal for registrants, their employers and the further and higher training and education providers across the region. This will offer greater flexibility in the application process, in updating registration details, in making payments and in recording training and learning. Work on a new website has progressed well this year and it will be launched in the early summer. We are continuing to explore the potential for using social media as an effective method for communication.

We have taken significant strides forward in the use of technology to develop blended learning options to underpin the delivery of high quality, modern and person-centred social care services. This includes the development of a suite of apps to support on-the-job learning, a website resource for training and education, an online recruitment tool and "Technology to Care", a workforce learning strategy to enable electronic assistive technology in social care.

A review of the post qualifying framework for social work has been completed and we are now moving to establish "Professional in Practice", a continuous professional development framework for social work.

The level of engagement by stakeholders in the consultation on the Review of the Codes of Practice in Social Care has been very encouraging and has helped us to complete a comprehensive and well informed review process. Work on the revised Codes of Practice will continue in the year ahead.

I am very impressed by the level of expertise, dedication and commitment of the NISCC staff, Council Members and our partners. I am very grateful to them for the support and guidance they have given me as I have navigated my way through my first year as Chief Executive of the NISCC.

We will continue to work together to build a confident, knowledgeable and skilled workforce in social work and social care; a workforce that is well equipped to support the well-being, choice and independence of people who use social services.

Colum Conway, NISCC Chief Executive



Management Commentary

The Northern Ireland Social Care Council (NISCC) is a Non-Departmental Public Body (NDPB) sponsored by the Department of Health, Social Services and Public Safety NI (DHSSPS).

The NISCC is helping to raise standards in social care through the registration of the social care workforce and setting standards for their conduct, training and practice. In doing so, the NISCC engages with a variety of stakeholders, including those who use social care services, carers, the social care workforce, employers, training providers and government agencies. The NISCC also works collaboratively with its counterparts in England, Scotland, Wales and Ireland.

The NISCC is a partner in Skills for Care and Development (SfCD), a Sector Skills Council responsible for social care and children's services throughout the UK. Sector Skills Councils are independent, UK-wide organisations licensed by the Department for Education and Skills to support employers in the training and development of the workforce.

The NISCC is led by a Council which comprises a Chair and 11 non-executive Members who have responsibility for ensuring the Council's strategic policies of the Minister of Health, Social Services and Public Safety. Details of the Council's structure and its membership can be found at page 24 of this Annual Report.

The NISCC's organisational structure is headed by a Chief Executive who is also the designated Accounting Officer. He is supported by two Directors - the Director of Registration and Corporate Services, and the Director of Regulation and Standards.

The NISCC's organisational structure can be found at Appendix 1.

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.”

To achieve this we:

- Set standards of practice for social care workers and their employers to promote a safe, reliable and competent workforce
- Register the social care workforce to assure the public that a social care worker registered with the NISCC will be viewed as safe and competent to practice
- Regulate social work training to ensure it prepares staff to do the job expected of them
- Promote education and training for all social care staff
- Engage the views of service users, carers, registrants and other stakeholders in developing and delivering our business

Our Principles

Our Principles:

- Service User and Carer Involvement: Ensuring service users and carers can influence, challenge and advise the work of the NISCC
 - Enable, Support and Value: Supporting Council Members, staff, service users and carers to maximise their contribution to the work of the NISCC
 - Inclusive Leadership: Working with the social care workforce, service users and carers and other stakeholders in a spirit of constructive partnership
 - Equity and Fairness: Supporting equality of opportunity and valuing diversity
 - Committed to Excellence: Continually seeking to improve what we do and how we do it
-

NISCC Strategic Objectives for 2013/14

The NISCC Business Plan details what we will do during the year to achieve our overarching strategic objectives. We have five strategic objectives:

- Strategic Objective 1 -** To strengthen public protection through registration of the social care workforce
- Strategic Objective 2 -** To improve the quality of social care through the development, promotion and regulation of education and training
- Strategic Objective 3 -** To strengthen and support the professionalism of the social care workforce
- Strategic Objective 4 -** To strengthen public protection by regulating the conduct and practice of the social care workforce
- Strategic Objective 5 -** To discharge its responsibilities informed by the views of users of social care services, carers, registrants, and other key stakeholders

To support the delivery of these strategic objectives the NISCC will -

Ensure it has the people, systems and resources needed to deliver its business objectives

Our Achievements

April 2013 to March 2014



Promoting excellence in the NISCC Awards Framework for social work professional development



Recruiting and training Ambassadors to promote careers in care



Using mobile technologies to develop flexible and cost-effective workforce learning solutions



Enhancing registration services for registrants and employers through the online portal



Developing Technology to Care - Workforce Strategy & Implementation Plan to embed electronic assistive technology in social care



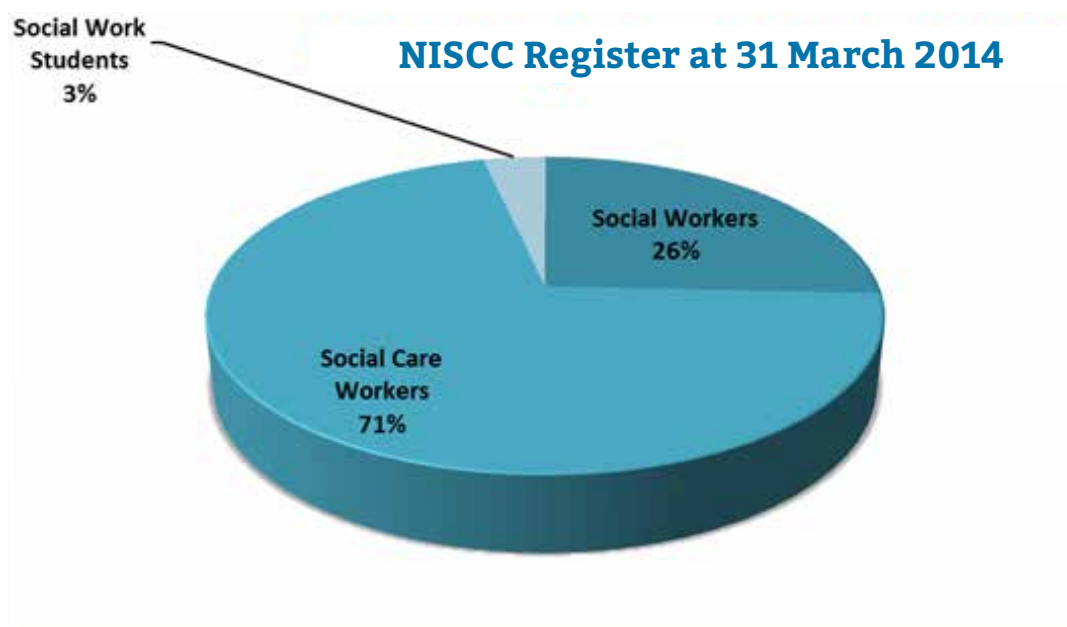
Developing the AQCCY online assessment tool for social care recruitment and career choices

Strategic Objective One

To Strengthen Public Protection through Registration of the Social Care Workforce

The NISCC Social Care Register

The NISCC ensured the NISCC Social Care Register remained accurate during 2013/14 against a wide range of Key Performance Indicators, ensuring that only those deemed fit to practise as part of the social care workforce were held on the Register. The Social Care Register has continued to expand and at 31 March 2014, there were 22,421 registrants on the Register (which is an overall increase of 5% on the same period last year). A breakdown of the Register is shown below:



- Social care workers represent over 70% of those registered with the NISCC, which equates to 16,014 social care registrants.
- NISCC registrants work for 490 employers across Northern Ireland in the statutory, private, voluntary and community sectors.
- The NISCC received 4,200 new applications for registration during 2013/14, of which 3,511 were new applications from social care workers. In addition, 2,776 applications from existing registrants to renew registration were received.
- The NISCC carried out an audit of the Post Registration Training and Learning (PRTL) of 3% of social workers and 3% of social care managers who renewed their registration during 2013. This formed part of NISCC's assurance regarding post registration for social workers and social care managers.

Using New Technologies

The NISCC launched its 'self-service' facility in March 2014, which enables registrants to do the following online:

- Apply for registration
- Renew registration
- Update contact details
- Amend employment details
- Record Post Registration Training and Learning (PRTL)
- Pay registration fees online

In addition, registered employers and Higher Education Institutions (HEI's) can view a list of their own staff or students online and can update their own endorsement details. This holistic approach to registration, regulation and education and training provides a service which is more convenient for registrants, enabling them to engage with the NISCC online out of office hours to complete these functions. It also speeds up the registration process and provides a more efficient service.

The NISCC will continue to work with registrants, employers and HEI's as it develops its online technologies further, with greater use of email and text to contact registrants who are registered with the NISCC.



Strategic Objective Two

To improve the Quality of Social Care through the Development, Promotion and Regulation of Education and Training

Post Qualifying (PQ) Framework

During 2013/14, there were 1,691 social workers from all sectors actively engaged in undertaking formal learning and development within the PQ Framework, through a range of approved training programmes or by preparing for assessment on an individual basis.

As a result of a programme of reform, the Council approved the development of [Professional in Practice: the Continuous Professional Development Framework for Social Work](#)¹. This new Framework offers the potential to transform how professional development for social workers is recognised. Professional in Practice (PIP) will be launched during 2014/15.

2013 Post Qualifying Social Work Awards

NI Specific Award in Social Work	41
NI Specialist Award in Social Work	38
NI Leadership and Strategic Award in Social Work	4

Regional Practice Learning Strategy

The NISCC continued to work with employers, Degree course providers and the Degree Partnership to implement the Regional Practice Learning Strategy. The targets set out in the Strategy for Practice Learning Opportunity (PLO) provision were audited and there was 99.2% compliance with the target which requires students to receive at least one PLO in children's services. There was 100% compliance with having a social worker on the PLO site at Level 3 and working alongside a social worker at Level 2. The NISCC continued to develop the Regional Practice Learning database to support and improve information management in relation to the supply of high quality practice learning opportunities. The database will be piloted and fully implemented during 2014-2015.



The NISCC held a conference for practice teachers in May 2013 called 'Innovation in Practice Learning' which was attended by 150 practice teachers

Review of the NI Framework Specification for the Degree in Social Work

The NISCC reviewed the Northern Ireland Framework Specification for the Degree in Social Work in the light of the publication of new National Occupational Standards. The revised Framework Specification will be available for introduction by the Degree course providers in 2014-2015.

There were 256 Honours Degrees in Social Work awarded during 2013/14.

Review of the Degree

The Five-Yearly Periodic Review of the Degree has been undertaken. It focused on areas such as partnership arrangements; service user and carer involvement; and compliance with the Rules for Approval for the Degree in Social Work. The report will be published during 2014/15.

PSS Development & Training Strategy

The NISCC worked with social care employers, the DHSSPS, the Health and Social Care Board (HSCB) and other key stakeholders to implement an action plan for 2013/14 which addressed the targets in the Personal Social Services Development and Training Strategy.

Regional Social Work Awards

The NISCC supported the HSCB Regional Social Work Awards and undertook a key role in the Regional Social Work Awards which was held on 20 September 2013 at the Guildhall, Derry.



2013 HSCB Regional Social Work Awards
Overall Winners - Extern Multi-Systemic Therapy Team

Annual Monitoring

The NISCC completed annual monitoring of the Degree in Social Work, Designated Practice Learning Providers (DPLPs) and the Approved Programmes within the PQ Framework against NISCC Standards.

Early Years

The NISCC worked with awarding organisations, training providers and Early Years organisations to ensure a quality training provision for those working in the Early Years sector.

Strategic Objective Three

To Strengthen and Support the Professionalism of the Social Care Workforce

DHSSPS Strategy for Social Work 2012-2022

The Social Work Strategy sets out a vision and agenda for action for social work and social workers in improving and safeguarding the social wellbeing of individuals, families and communities. The NISCC staff supported work streams and programme boards to implement the changes and developments required in the organisation of social work services, in the education and training of social workers, career opportunities, workforce planning and the role and deployment of social workers.

Innovative Solutions for Workforce Learning & Development

Through the Skills for Care & Development UK partnership, the NISCC worked with employers, frontline staff and education providers to promote the use of technology and e-learning to support practice and/or learning and development of the social care workforce, and to ensure all training developed for the social care workforce is robust and fit for purpose during 2013/14. These projects resulted in the launch of:



Four Mobile Learning Apps - Understanding Child Development 0-6 Years; Understanding Child Development 7-12 Years; Health & Safety in a Childminding Setting, and Domiciliary Care Toolkit.

Technology to Care - Strategy, Implementation Plan and Knowledge & Skills Sets to embed Electronic Assistive Technology in social care.

A Question of Care - A Career for You (AQCCY) -

Website resource using video scenarios and situational judgement tests to assist recruitment and support career choices.

Learn from Learning - Website/evaluation database for learning solutions to help people find the right learning for them and to allow peer review of learning provision.



Promoting Social Work, Social Care & Early Years Career Choices

Through collaboration with our Workforce Development partners in NI, NISCC has established the Ambassadors for Careers in Care programme to support recruitment and retention of skilled workers in social work, social care and Early Years. A total of 50 Ambassadors have been recruited and trained to promote their area of practice at recruitment and careers events in their local area.



Care Ambassador Presentation - Glengormley

Standards and Guidance for Social Workers and Social Care Workers

In response to issues identified through NISCC's conduct work, we developed guidance for social care workers on the 'Administration of Medications'. The guidance will assist social care workers to meet standards and safely administer medication to service users.

In collaboration with our partners in Skills for Care and Development, NISCC developed National Occupational Standards for Commissioning, Procurement and Contracting within social care.

Strategic Objective Four

To Strengthen Public Protection by Regulating the Conduct and Practice of the Social Care Workforce

Reviewing the Codes of Practice for Social Care Workers & Employers of Social Care Workers

The NISCC undertook a formal review of its Codes of Practice for Social Care Workers and Employers of Social Care Workers during 2013/14. The consultation was launched on 4 October 2013 and ran for a period of 12 weeks. The consultation included an online survey for stakeholders in addition to a number of consultative workshops.



Codes Consultation Event - Belfast

As part of this, four registrant events were held across Northern Ireland with 120 registrants attending and participating. A further eight workshops were also held including five workshops with service users and carers. More than 70 people attended these events. The NISCC received almost 60 formal responses to its consultation. All the contributions were constructive and will assist in shaping the new Codes of Practice. The NISCC will work through these responses in the coming year and will re-launch the revised Codes of Practice during 2014/15.



Codes Consultation Event - Dungannon

Reform of the NISCC Model of Regulation

Following the consultation during 2012/13 on the reform of the model of regulation, the NISCC Conduct Rules were revised as the first stage of reform. The revisions to the Rules have streamlined NISCC administrative processes in the investigation of complaints. The NISCC also worked in collaboration with the DHSSPS to draft instructions for amendments to the Health and Personal Social Services (NI) Act 2001 to bring forward a new Fitness to Practise model of regulation. This work will continue in 2014/15.

Investigations into Complaints about Social Workers and Social Care Workers

During 2013/14 we:

- Ensured that complaints received in relation to the conduct of registered social workers and social care workers were investigated within agreed rules, policies and procedures in accordance with the highest standard of regulation.
- Facilitated the Registration Committee which considered 15 social care workers' registration applications to assess their suitability to work in social care services. Four applications were registered; one application was registered with conditions; nine applications were refused; and one application was adjourned to a further hearing.

We continued to deliver our conduct function during 2013/14. A total of 258 complaints of alleged misconduct by a NISCC registrant were referred to the Council. A total of 22 registrants were subject to an Interim Suspension Order to prevent them from practising in social care pending the outcome of the cases.

Conduct hearings were held in respect of 21 registrants and the outcomes were as follows:

- Eight registrants were admonished
- Two registrants were suspended from the Register
- 10 registrants were removed from the Register
- There was one case where the facts of the case were not found

By 31 March 2014, Preliminary Proceedings Committees had referred 12 cases of alleged misconduct to be considered at Conduct Hearings in 2014/15.

In addition, the following activities were undertaken:

- Produced an annual report on Conduct work
- Reviewed the Memorandum of Understanding for 2013/14 with the Regulation and Quality Improvement Authority (RQIA) to ensure collaborative arrangements are put in place to share information and to co-operate in matters relevant to both RQIA and the NISCC
- Promoted the Codes of Practice for Employers and its links to the Regulations, Standards and the RQIA inspection process
- Promoted understanding and awareness of the standards that are expected from the social care workforce at all times through a series of roadshows
- Commenced work to establish a system so that lessons learned from Conduct referrals could be used to improve safe and effective practice for registrants and employers

Strategic Objective Five

To Discharge its Responsibilities Informed by the Views of Users of Social Care Services, Carers, Registrants, and other Key Stakeholders

Ensuring NISCC Decisions Reflect Service User & Carer Views and Needs

The NISCC supports the NISCC Participation Partnership to ensure the active involvement of service users and carers in decision-making. In addition to this ongoing support, service users and carers from other representative groups were facilitated to contribute to the Review of the Codes of Practice, Degree in Social Work & PQ Social Work training and Conduct Committee Member recruitment and training.

Promoting Social Work and Social Care as Regulated Professions

NISCC worked with employers, unions, professional associations, other regulators and advocacy organisations to raise awareness about the compulsory registration of social care workers. Briefings and news items were distributed to inform stakeholders about the benefits of being a regulated profession and to provide advice for both employers and registrants on the responsibilities this places on them to meet the agreed standards of conduct, training and practice. This was supported by work with stakeholders on the review of the Codes of Practice which provided an opportunity to raise public awareness about the role of the NISCC as the Regulator of the social care workforce to raise standards and strengthen public protection.



Speakers at the 2013 HSCB Social Work Awards

The 2013 HSCB Regional Social Work Awards in Derry showcased best practice and innovation in social work. NISCC promoted the awards, managed applications and co-ordinated the judging panels.



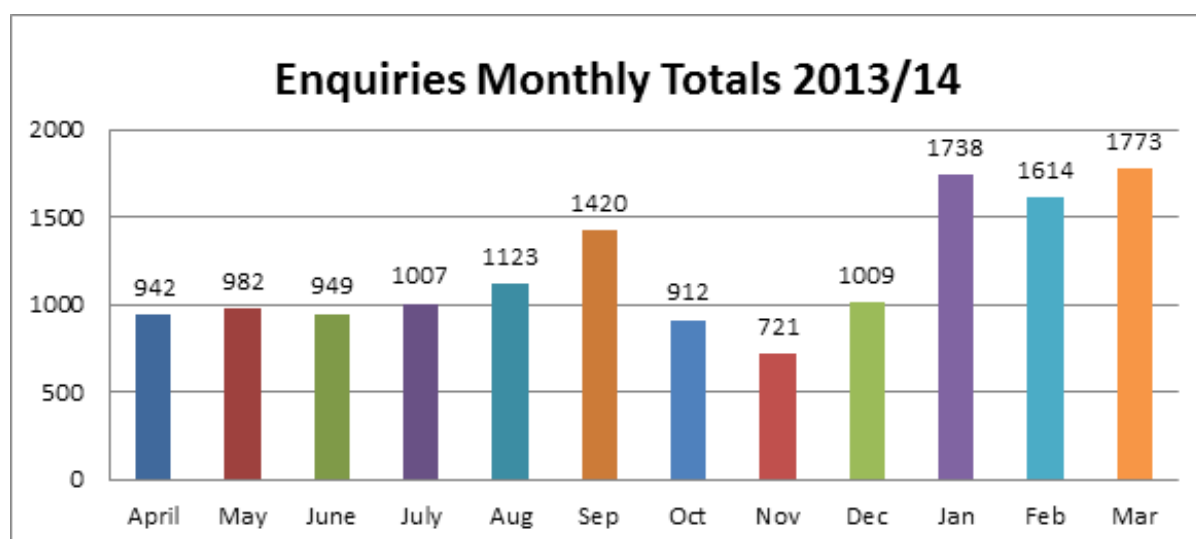
NIASW Lifetime Achievement Award presented to Alwyn Higham

Reviewing NISCC Communications to Maximise on New Technologies

The NISCC opened the [@NISCC_Comms](#) Twitter account in September 2013. The account has 353 followers and has issued 390 Tweets to promote the NISCC news and related items. The NISCC'S Chief Executive also has a Twitter account [@ColumConwayNISCC](#) which helps promote open dialogue and accountability. Additional platforms such as Facebook and YouTube have also been assessed and are planned for introduction in 2014/15. The NISCC communications for registration and PRTL have been reviewed to support the introduction of email and text-messaging communications and to reflect the introduction of the online services now offered through the online portal.

Reviewing and Improving Customer Service

Customer queries are managed by the NISCC Enquiries team. During 2013/14 the team resolved requests for assistance from 14190 people who contacted NISCC by phone, email, in writing or in person. On average, 55% of customer queries were resolved by the Enquiries team on the first contact with the customer. The Enquiries Service will be re-developed during 2014/15 to improve first-time resolution of customer queries to 80%.



Reviewing

Traffic on the NISCC website remained close to 2012/13 levels. All website content has been revised and the design restructured to better respond to the information requirements of stakeholder groups. The new-look website will be launched in early summer 2014.

Website Traffic by Year	Hits	Visits	Page Views
2010-11	3914250	313906	522362
2011-12	5492624	530141	807409
2012-13	3912138	393890	547859
2013-14	3326192	250523	458931

People, Systems & Resources

To ensure the NISCC has the People, Systems and Resources Needed to Deliver its Business Objectives

People

The HSC carried out a staff survey across all HSC staff, including the NISCC, during 2012/13. As a result the NISCC developed a Continuous Improvement Plan to address the outcomes of the survey and build and improve on good practice arrangements for people and people management already in place.

The NISCC implemented the Knowledge and Skills Framework (KSF) during 2012/13 and continued to work with staff during 2013/14 to embed this further. As a result 96% of staff had an annual appraisal completed by June 2013 using KSF.

Systems

The NISCC complied with its governance arrangements and framework during 2013/14 which included the development of a new Corporate Risk Register, Director Risk Register and overarching Assurance Framework. In doing so, the NISCC remodelled its Risk Registers to ensure they reflected best practice and, as a result received substantive compliance during an audit review of its risk management systems. All staff are trained on risk management on an annual basis, including all new staff appointed.

The NISCC carried out a Business Continuity test exercise during 2013/14, based on a pandemic flu scenario. The exercise proved a success and one of the outcomes was a review of the NISCC Business Continuity Plan and Strategy.

The NISCC worked with the Business Services Transformation Programme (BSTP) to roll-out the new HRPTS system (Human Resources, Payroll and Travel & Subsistence) to all staff and managers during 2013/14. This included training and support for all staff to ensure they were able to benefit from the system and record information in a timely and accurate manner.

Resources

During 2013/14, the NISCC continued to effectively and appropriately align its resources against its business priorities. The NISCC set 30 high level business objectives during the year in support of its overarching strategic objectives. Details on the NISCC budget and how it was managed and allocated during 2013/14 can be found in the Statement of Accounts from page 55 of this Report.

The NISCC developed a Property Asset Management Plan during 2013/14 to better manage its estate and deliver best value for money in relation to its premises at Millennium House. The Plan was reviewed during the year, and a new Plan will be developed in 2014/15.

The NISCC also developed a Sustainable Development Report as part of its commitment to reducing its carbon footprint and waste. As part of this the NISCC has developed a wide range of environmental and waste management Key Performance Indicators to measure tangible improvements against its sustainability agenda.

Maintaining Accountability

The Senior Management Team (SMT) is responsible for ensuring all the NISCC business areas meet corporate, governance and legislative requirements for public accountability and value for money.

NISCC Senior Management Team



Colum Conway
Chief Executive



Mark Bradley
Director of Registration
& Corporate Services



Patricia Higgins
Director of Regulation
& Standards

Colum Conway (Chief Executive) **was appointed on 20 May 2013. He has overall responsibility for the NISCC and works with the Chair of Council and Council Members in the delivery of the NISCC's strategic direction, leadership and accountability.**

Mark Bradley (Director of Registration and Corporate Services) **has responsibility for the Registration function and for Corporate Services, which includes Finance, HR, Communications, Procurement and Governance.**

Patricia Higgins (Director of Regulation and Standards) **has responsibility for Workforce Development and Conduct.**

The NISCC's organisational structure can be found at Appendix 1.



NISCC Workforce

The NISCC employed 62 staff during 2013/14 (whole time equivalent 55.2). Of these staff 17% work on a part-time or job-share basis, and 92% were employed on a substantive basis, while 8% were employed on a fixed term basis.

To support staff in the workplace the NISCC has a programme in place to review all its HR and Corporate Policies on a regular basis to ensure they remain fit for purpose, in addition to any new policies developed. The policies listed below were reviewed or developed during 2013/14:

Capability Procedure	ICT Policy
Drugs, Alcohol & Substance Policy	Access to Information Policy
Working Well Together Policy	Clear Desk & Screen Policy
Zero Tolerance Policy	Confidentiality Policy
Employment Break Scheme	Data Quality Policy
Fire Drill & Evacuation Policy	Data Security Breach Management Policy
Manual Handling Policy	Records Management Policy
No Smoking Policy	

Equality and Diversity

The NISCC continued to deliver on its equality and diversity commitments during 2013/14, including arranging equality screening training for staff who develop policies or strategies. The NISCC published a new five-year Equality Action Plan for 2013/18 and a new five-year Disability Action Plan for 2013/18, following a period of consultation with stakeholders and interested parties. The NISCC works alongside the Equality Unit in Business Services Organisation (BSO) to promote its equality agenda in all aspects of its work.

Absence Management

Managing absences across the HSC continues to be a priority for the Department. The NISCC has robust attendance management systems in place including an Attendance at Work Protocol which provides the framework within which absences are monitored and managed. In 2013/14, the average absence rate in the NISCC was 1.84% which was well below the Priorities for Action Target of 5.2% and in excess of the NISCC’s internal target to maintain absences at 3% during the year.

Management of Complaints

During 2013/14 the NISCC received nine complaints from members of the public or registrants relating to how we carry out our business. Of these three were upheld and six were not. Of those complaints upheld, lessons were learned in terms of process and these were communicated to the teams involved to ensure there was learning and improvement in NISCC processes and procedures. Of the six complaints not upheld, none were appealed to the second stage in the complaints process.

Fraud and Bribery

There were no reported acts of fraud or bribery during 2013/14. The NISCC promoted fraud awareness across its entire staff during 2013/14 as part of the DHSSPS' wider campaign to tackle all forms of fraud in the Health sector. All the NISCC staff receive fraud awareness training on an annual basis, and the NISCC has a Bribery Policy in place which is communicated to staff on a regular basis in support of NISCC's zero tolerance approach to bribery.

Whistleblowing

There were no instances of whistleblowing during 2013/14. The NISCC has a Whistleblowing Policy in place and this is sent to staff on an annual basis, or more often if required.

Requests for Information

The numbers of requests for information has increased substantially this year, and is expected to do so in the future. The NISCC has maintained a good record of responding to such requests within the statutory time limits. Six Subject Access Requests were received, from both registrants and complainants. A total of 26 Freedom of Information (FOI) requests were also received, the majority of which were related to conduct and registration matters. The NISCC continues to adhere to its Publication Scheme which is available on its website.

Personal Data Related Incidents

There were no data handling incidents during 2013/14. Mandatory training on Records Management Awareness, Data Protection Awareness, Freedom of Information and IT Security for all staff (including new staff) is in place. Policies have also been developed which are reviewed on a regular basis to ensure they remain compliant and reflect best practice and current legislative provisions.

Council Membership, Committees & Partnerships

Council Membership

Council Membership reflects three broad interest groups:

Lay People	People who have direct experience as a user of social care services, as a carer, or of unpaid work in the Voluntary or Community sector
Registrants	People who are social care workers, eligible for inclusion in the Social Care Register which is maintained by the NISCC
Stakeholders	People who are directly involved in the commissioning or delivery of social care services, the delivery of education and training in social care or as a representative of a trade union, professional or other regulatory body concerned with health and social care, or a member of the legal profession

All members are appointed in a personal capacity because of the skills and experience they possess.

The Chair of the Council is **Mr James Perry**, who was supported by 10 Council Members during 2013/14.

Joe Blake
Geraldine Campbell
Miriam Karp
Gillian McGaughey *(until 30 Sept 2013)*
Trevor Spratt

Neil Bodger
Julie Erskine
Ruth Lavery
Maire McMahon
Eleanor Taggart *(until 30 Sept 2013)*

Mr James Perry was appointed as Chair on 15 April 2013 for a period of four years (until 14 April 2017) by the Minister for Health, Social Services and Public Safety following a public appointments exercise which was managed by the Public Appointments Unit.

Council Meetings

The Council meets five times a year to consider issues of strategy and accountability. The meetings of the Council are held in open session and are advertised in the press. The agenda and minutes of Council meetings are also published on the NISCC website www.niscc.info.



In addition, the Council meets three to four times a year for planning and workshop sessions.

The Council carried out a 'Board Self-Assessment' during 2013/14 to assure itself that it demonstrates good practice in all areas of governance and accountability. As part of this, the Council carried out a number of case studies to review key areas of work. As a result of the assessment and case study review the Council developed an action plan to strengthen and improve its governance arrangements within the NISCC.

Committees

The Council has established two Committees to support it in the delivery of its strategic functions, each of which is chaired by a Council Member:

- The **Audit and Governance Committee** (chaired by a Council Member) assists the Council in the discharge of its functions by providing an independent and objective review of the NISCC's control systems, financial information to the Council, risk management and information governance processes, compliance with the law, guidance and Codes of Conduct, and governance processes. The Audit Committee Report which forms part of this Annual Report can be found on pages 29 and 30.
- The **Remuneration Committee** (chaired by the Chair of Council) advises the Council about appropriate remuneration and terms of service for the Chief Executive. It meets on an annual basis.

Partnerships

The Council has established a number of partnerships to inform and deliver its wide range of business and to provide structured arrangements for stakeholder engagement and involvement:

- **Participation Partnership** (chaired by a Council Member) consists of carers and people who use social care services. Its role is to challenge, influence and advise the work of the NISCC.
 - **Registrants Partnership** (chaired by a registrant) consists of NISCC registrants (social care workers, social workers and social work students). Its role is to ensure the views of registrants are adequately represented.
 - **Workforce Development Partnership** (chaired by a Council Member) consists of employers. Its role is to help develop the skills of the social care workforce.
 - **Post Qualifying Partnership** (chaired by a Council Member) consists of employers and Higher Education Institutions (HEI's) key to the delivery of the Post Qualifying (PQ) Framework.
 - **Professional Issues Review Group** (chaired by a Council Member) consists of Council Members and NISCC staff. Its role is to identify issues for NISCC arising from future developments for social work in other parts of the UK, Ireland and the wider European Union.
-



Chair James Perry



Joe Blake



Neil Bodger



Geraldine Campbell



Julie Erskine



Miriam Karp



Ruth Lavery



Gillian McGaughey
Retired Sept 2013



Maire McMahon



Trevor Spratt



Eleanor Taggart
Retired Sept 2013

Council Members - 2013/14

Personal Public Involvement (PPI) Report

The NISCC is committed to working closely with stakeholders to ensure they are supported to contribute their views and experiences effectively to NISCC business. The input of people who use social care services and carers is a valued and integral part of planning, implementing and reviewing all areas of work and projects across the NISCC.

Over the past year, the NISCC has continued to deliver its participation agenda through its Participation Partnership by ensuring people who use social care services and carers have an opportunity to challenge, influence and advise the work of the NISCC.

The NISCC Participation Partnership is chaired by a Member of Council and comprises people who use social care services and carers. The Partnership acknowledged the work of Rosemary McGarry who stood down during 2013/14 having been a member of the Participation Partnership for a number of years. Another more recent member, Patricia Cushley, stood down from the Partnership during the year.

In supporting the NISCC's participation agenda the NISCC has demonstrated how it has engaged people who use social care services and carers.

The Participation Partnership's role is to 'Challenge, Influence and Advise' the work of the NISCC. During 2013/14, the Participation Partnership did this by:

- Actively supporting NISCC sponsored events during 2013/14, including the launch of the Ambassadors and AQCCY Projects
- Participating in the judging panels for the 2013 Social Work Awards
- Representing the views of service users and carers on the Reflective Practice Steering Group; the Social Work Strategy Steering Group; the HSC Citizen's Forum; and the Review of Codes of Practice Steering Group
- Reviewing the Principles of Participation action plan
- Contributing to the new guidance on the 'Administration of Medicines'

- Participating in the consultation on the review of the Codes of Practice
- Contributing to the five-yearly Review of the Degree in Social Work

The Director of Registration and Corporate Services supports the broader participation agenda and is the senior representative at NISCC's Senior Management Team (SMT) with responsibility for ensuring that participation forms an effective and regular part of reporting to the SMT and to the Council.

The NISCC will continue to build on the participation engagement work it has delivered and influenced during 2013/14 and will continue to deliver its action plan arising out of its agreed Principles of Participation. To support this programme of work the Participation Partnership agreed to meet on a monthly basis and will continue with this.



Audit & Governance Committee Report

The NISCC Audit and Governance Committee is made up of Council Members.
The Committee met on the following dates during 2013/14:

- **29 May 2013**
- **22 January 2014**
- **16 October 2013**
- **26 February 2014**

During the 2013/14 financial year, membership of the Audit and Governance Committee was as follows:

April 2013 - March 2014	Attendance at Audit & Governance Committee (%)
Mrs Ruth Lavery	75%
Mrs Julie Erskine	75%
Mrs Maire McMahon	100%
Mr Neil Bodger	100%

Internal Audit, External Audit and representatives from the BSO attend the Audit and Governance Committee.

The Chief Executive of the NISCC, Mr Colum Conway, attends along with the NISCC Director of Registration and Corporate Services Mr Mark Bradley. Mr Bradley is the Executive Officer in attendance and is responsible for servicing the Audit and Governance Committee. Membership of the Audit and Governance Committee is consistent with NISCC Standing Orders.

During the 2013/14 financial year, the NISCC Audit and Governance Committee undertook the following tasks:

- Agreed an Internal Audit Plan
- Considered an External Audit Strategy
- Reviewed its Terms of Reference and restyled its function as the 'Audit and Governance Committee' (previously the Audit Committee)
- Reviewed the NISCC Risk Management processes including the 2013/14 Assurance Framework
- Ensured the production of the NISCC Final Accounts in accordance with relevant statutory regulations
- Endorsed revisions to the NISCC Business Continuity Strategy and Business Continuity Plan
- Considered the NISCC mid-year Assurance Statement
- Reviewed a number of Internal Audit Reviews of key aspects of NISCC business during 2013/14
- Considered the Report to Those Charged with Governance

As part of its remit the Audit and Governance Committee can confirm, on reviewing the processes and related documents in relation to finance, risk, risk registers, governance and audit reports, that it is able to provide assurances to the Council and to the Accounting Officer in relation to all statutory and accountability obligations. In addition, the NISCC maintains a Register of Interest to reflect transparency and identify potential areas of conflict. The public can access the Register on our website at www.niscc.info.

Furthermore, the Audit and Governance Committee can provide assurance to the Council and the Accounting Officer on all issues relating to the Governance Statement. This is based on the information provided to the Committee from Internal Audit, External Audit and from the Executive Team. The Audit Committee endorses the Assurance Framework which captures all risks, controls and gaps in controls and mitigating actions and this is presented to the Council by the Chair of the Audit and Governance Committee.

The Audit and Governance Committee can further confirm that Internal and External Audit work are to agreed standards and adhere to the Audit Plan. In doing so, the Chair of the Audit and Governance Committee presents the final Accounts to the Council and the Accounting Officer for endorsement.

The Audit and Governance Committee, facilitated by the Head of Internal Audit, completed the National Audit Office Audit Committee Self-Assessment Checklist, which is carried-out on an annual basis. As a result, the NISCC Audit and Governance Committee confirmed its compliance with the good practice principles.

The Audit and Governance Committee was satisfied that during 2013/14, based on the information available to it, that:

- The assurances provided to it were comprehensive and reliable, and were of a sufficient standard to inform the decision making of the Council and of the Accounting Officer
 - The assurances provided to it were suitably reflected in the NISCC Risk Management process as necessary
 - It was suitably informed of any material issues that were pertinent to the Governance Statement
 - Appropriate financial reporting and information was in place
 - The work of Internal and External Audit was of a suitable quality and their approach to their responsibilities was appropriate
-

Financial Information in Relation to the Annual Accounts for 2013/14

Statutory Background

The Northern Ireland Social Care Council (NISCC) was established under Part 1, Section 1 of the Health and Personal Social Services Act (Northern Ireland) 2001 (the Act).

This is the 13th statement of accounts of the NISCC. It has been produced in accordance with the Audit and Accountability (Northern Ireland) Order 2003, in a form directed by the Department of Health, Social Services and Public Safety (DHSSPS).

The accounts have been prepared on the going concern basis. Management are not aware of any events or conditions that would bring this assumption into question.

Results

The NISCC is funded by grants from the DHSSPS and also receives income from registration fees, Skills for Care and Development and student placements within the Criminal Justice sector (which is funded by the Department of Justice).

Review of the Activities of the NISCC

A full review of the objectives and activities is contained within this Annual Report. In accordance with Schedule 1, Paragraph 13(1) of the Act, the Report is to be submitted to the DHSSPS and will then be made available on the NISCC's website.

Research and Development

The NISCC has not carried out any research and development work.

Post Balance Sheet Events

There were no post balance sheet events.

Charitable Donations

The NISCC did not make any charitable donations.

Fixed Assets

The movement in fixed assets during the year is set out at Notes 6 and 7 of the financial statements. The revised guidance in the Capital Accounting Manual issued by the DHSSPS has been followed in compiling the Accounts.

Statement of Council Members' Responsibilities

Council Members have the following responsibilities:

- They should ensure that high standards of corporate governance are observed at all times
- They should establish the overall strategic direction of the NISCC within the policy and resources framework agreed with the DHSSPS
- They should ensure that the NISCC operates within the limits of its statutory authority and any delegated authority agreed with the DHSSPS and in accordance with any other conditions relating to the use of public funds
- They should ensure that the NISCC has taken into account guidance issued by the DHSSPS in reaching decisions

Members are accountable to the Health Minister through the Chair of the NISCC. There is a Register of Interests available for inspection during office hours. There are no significant interests held by Council Members which may conflict with their strategic management responsibilities.

Employee Involvement

The NISCC continues to invest in its staff as evidenced by the re-accreditation of its Investors in People status and achievement of Bronze status accreditation in 2011. The NISCC has developed a Continuous Improvement Plan to build on its commitment to continuing its IIP journey and is planning towards its re-accreditation in 2014/15.

Disabled Employees

The NISCC is an Equal Opportunities employer, and published a new five-year Disability Action Plan for 2013/18 which includes actions across each of the five years.

Prompt Payment Policy

The NISCC is committed to the prompt payment of bills 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 receipt of goods or services, or on presentation of a valid invoice or similar demand, whichever is later.

Regular reviews conducted to measure how promptly the NISCC paid its bills found that 89.4% 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 NISCC incurred no interest payments.

Chief Executive:



Date:

9th July 2014

Pension Liabilities

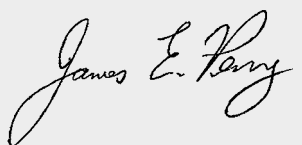
Pension liabilities are treated in accordance with accounting policy note 1.20.

Audit

The Accounts and supporting notes relating to the NISCC's activities for the year ended 31 March 2014 have been audited by the Northern Ireland Audit Office. The report of the Comptroller and Auditor General is included on page 53. So far as the Chief Executive is aware, there is no relevant audit information of which the NISCC's auditors are unaware. The Chief Executive has taken all the steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the entity's auditors are aware of that information.

The notional external audit fee for the year 2013/14 was £8,800. The Northern Ireland Audit Office did not undertake any non-audit services during 2013/14.

Chair:



Date:

9th July 2014

Remuneration Report for the Year Ended 31 March 2014

Scope of the Report

The Remuneration Report summarises the Remuneration Policy of the NISCC and particularly its application in connection with senior managers. The Report also describes how the NISCC applies the principles of good corporate governance in relation to senior executives' remuneration in accordance with HSS(SM) 3/2001 and subsequent supplements issued by the DHSSPS.

Remuneration Committee

The Council, as set out in its Standing Orders, has delegated certain functions to the Remuneration Committee. The Remuneration Committee is chaired by the Chair of Council. The Remuneration Committee is entirely comprised of Non-Executive Directors, namely Geraldine Campbell, Joe Blake and Gillian McGaughey. The Remuneration Committee meets annually and last met in July 2013.

Remuneration Policy

The NISCC applies the Remuneration Policy as directed by Circular HSS (SM) 3/2001 and subsequent supplements issued by the DHSSPS in respect of senior managers. Senior managers are subject to the NHS Individual Performance Review system. Within the system each participant agrees objectives with his/her senior manager. At the end of each year, performance is assessed and a performance pay award is given on the basis of that performance. This award is approved by the Remuneration Committee on behalf of the Council. There are no elements of senior managers' remuneration that are not subject to performance conditions.

Contracts

HSC appointments are made on the basis of the merit principle in fair and open competition and in accordance with all relevant legislation and Circular HSS (SM) 3/2001. Unless otherwise stated, the employee/s covered by this Report are appointed on a permanent basis, subject to satisfactory performance.

The date of appointment for the NISCC's Executive and Non-Executive Directors, and the Chair are set out overleaf.

NISCC Executive and Non Executive Director Appointments

Name	Position	Date of Appointment
Mr James Perry	Chair	15 April 2013
<i>Non-Executive Directors</i>		
Mr Joseph Blake	Council Member	1 October 2007
Mr Neil Bodger	Council Member	18 July 2011
Mrs Geraldine Campbell	Council Member	1 October 2007
Mrs Julie Erskine	Council Member	1 October 2007
Ms Miriam Karp	Council Member	1 October 2007
Mrs Ruth Lavery	Council Member	1 October 2007
Mrs Gillian McGaughey	Council Member	1 October 2007 - 30 September 2013
Mrs Maire McMahon	Council Member	1 October 2007
Dr Trevor Spratt	Council Member	1 October 2007
Mrs Eleanor Taggart	Council Member	1 October 2007 - 30 September 2013
<i>Executive Directors</i>		
Mr Colum Conway	Chief Executive	20 May 2013 - Present
Mr Brendan Johnston	Previous Chief Executive	10 September 2001 - 19 May 2013
Mr Mark Bradley	Director of Registration and Corporate Services	6 October 2008
Mrs Patricia Higgins	Director of Regulation and Standards	1 June 2002

Notice Periods

Three months' notice is to be provided by either party except in the event of summary dismissal. There is nothing to prevent either party waiving the right to notice or from accepting payment in lieu of notice.

Retirement Age

Currently, employees are required to retire at age 65 years and occupational pensions are normally effective from age 60 years. With effect from 1 October 2006, with the introduction of the Equality (Age) Regulations (Northern Ireland) 2006, employees can request to work beyond age 65 years.

From 6 April 2011, the rules which enable employers to operate a default retirement age changed and regulations were introduced which removed the Default Retirement Age (DRA) of 65. On 24 March 2011, OFMDFM introduced the Employment Equality (Repeal of Retirement Age Provisions) Regulations (Northern Ireland) 2011 (SR No.168). These Regulations revoke and amend provisions in the Employment and Equality (Age) Regulations (Northern Ireland) 2006 (and amend certain provisions in the Employment Rights (Northern Ireland) Order 1996) which exempt certain dismissals from employment on the basis of retirement from constituting direct age discrimination and unfair dismissal. These amendments are intended to remove the DRA of 65. A new provision relating to insurance arranged by an employer for the employer's employees and other persons in connection with that employment is also made.

Compensation for Premature Retirement

In accordance with Circular HSS (S) 11/83 and subsequent supplements, there is provision with the HSC Superannuation Scheme for premature retirement with immediate payment of superannuation benefits and compensation for eligible employees on the grounds of:

- Efficiency of the service
- Redundancy
- Organisational change

Employers who retire staff early on any of the above grounds must pay the following:

- The basic pension plus increases up to normal retirement age
- The enhancement element of the pension plus increases for as long as this remains in payment
- The enhancement element of the lump sum
- The actuarial charge for payment of the basic lump sum before normal retirement age

There is also provision within the Scheme for early retirement with benefits on health grounds subject to confirmation of permanent incapacity by HSC Medical Advisers.

If employees are retired prematurely because of redundancy or in the interests of efficiency of the service, benefits may be paid immediately. Employees must have at least two years' membership and have reached the minimum retirement age.

If retiring in the interests of the efficiency of the service, benefits are paid without reduction and the employer meets the costs of paying the pension early.

If made redundant over the minimum retirement age employees may choose to take their redundancy payment and have their pension paid at normal retirement age, or take their pension benefits immediately, without reduction. If the employee chooses to take their pension immediately the employer will use any redundancy payment to meet any additional costs that arise, paying the balance (if any) to the employee.

Reporting of Compensation and Exit Packages for all Staff 2013/14 (Audited)

There were no compensation or exit packages awarded during 2013/14.

Salary and Pension Entitlements (Audited)

Salary and Pension Entitlements (Audited)

The salary, pension entitlements and the value of any taxable benefits in kind of Council Members and the most senior members of the NISCC were as follows:

Name	2013-14					2012-13				
	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to nearest £100)	Pension Benefits £'000	Total £'000	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to nearest £100)	Pension Benefits £'000	Total £'000
Non-Executive Mem- bers										
Mr James Perry, Chair	15-20	-	-	-	15-20	10-15	-	-	-	10-15
Mr Joseph Blake, Coun- cil Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mr Neil Bodger, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Geraldine Camp- bell, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Julie Erskine, Coun- cil Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Ms Miriam Karp, Coun- cil Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Ruth Lavery, Coun- cil Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Gillian McGaughey , Council Member (to Sep 2013)	0-5	-	-	-	0-5	5-10	-	-	-	5-10
Mrs Maire McMahon, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Dr Trevor Spratt, Coun- cil Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Eleanor Taggart, Council Member (to Sep 2013)	0-5	-	-	-	0-5	5-10	-	-	-	5-10

Name	2013-14					2012-13				
	Salary £000s	Bonus/ Performance Pay £000	Benefits in kind (rounded to nearest £100)	Pension Benefits £'000	Total £'000	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to nearest £100)	Pension Benefits £'000	Total £'000
Executive Members										
Brendan Johnston, CEO (retired 19 May 2013)	10-15 (WTE 80-85)	-	-	0	10-15 (WTE 80-85)	75-80	0-5	300	8	85-90
Colum Conway, CEO (from 20 May 2013)	70-75	0.7	400	-	70-75	-	-	-	-	-
Mark Bradley, Director of Registration and Corporate Services	60-65	-	100	21	80-85	55-60	-	100	23	80-85
Patricia Higgins, Direc- tor of Regulation and Standards	65-70	-	200	8	75-80	65-70	-	100	10	75-80

Pension Values 2013/14

Name	Real increase in pension and related lump sum at age 60 £000s	Total accrued pension at age 60 and related lump sum £000s	CETV at 31/03/13 £000s	CETV at 31/03/14 £000s	Real increase in CETV £000s
Brendan Johnston, CEO (retired 19 May 2013)	N/A	N/A	N/A	N/A	N/A
Colum Conway, CEO (from 20 May 2013)	N/A	N/A	N/A	N/A	N/A
Mark Bradley, Director of Registration and Corporate Services	5	51	184	213	20
Patricia Higgins, Director of Regulation and Standards	3	69	320	350	14

Notes:

1. CETV's are based on a full year's value. As Mr Colum Conway, Chief Executive, joined the scheme mid-year a CETV is not available for 2013/14.
2. Please note that the salary bandings within the remuneration table are reflective of applicable salary increases following the Senior Executive pay award payable from 1 April 2013. Approval in respect of this was not granted until 14 May 2014 and as such the CETV values noted above have been calculated using pre adjustment salary figures.

Council Members Remuneration 2013/14 (Audited)

Following the Hutton Fair Pay Review which recommended that, from 2011/12, all public service organisations publish their top to median pay multiples each year, the Department of Health, Social Services and Public Safety issued Circular HSC (F) 23/2012 setting out a requirement to disclose the relationship between the remuneration of the most highly paid Director in the organisation and the median remuneration of the organisation's workforce. Following the application of the guidance contained in Circular HSC (F) 23/2012 the following can be reported:

Disclosure 2013/14

Disclosure (Audited)	2013/14	2012/13
Band of the Highest Paid Director's Total Remuneration	70-75	75-80
Median Total Remuneration	22,016	21,798
Ratio	3.2	3.6

HSC Superannuation Scheme

Pension benefits are provided through the HSC Superannuation Scheme. The HSC Superannuation Scheme is a 'final salary' defined scheme. The Scheme is unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions that are payable previously increased annually in line with changes in the Retail Prices Index (RPI). However, from 1 April 2011 the measure by which pensions are increased each year changed to the Consumer Prices Index (CPI).

In relation to pensions currently in payment, those in receipt will see their annual pension increase by CPI instead of RPI from 1 April 2011. In relation to the future uprating of deferred pension rights, the yearly uprating of pensions will be based on CPI from April 2011. All uprating before April 2011 will continue to use RPI. The way new Additional Pension contracts are calculated post April 2011 for the various contribution rates is as follows:

- 5.0% for employees earning up to £21,175
- 6.5% for employees earning between £21,176 and £69,931
- 7.5% for employees earning between £69,932 and £110,273
- 8.5% for employees earning over £110,274

Further details about the Health Service pension arrangements can be found at the website www.dhsspsni.gov.uk

Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time.

The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when a member leaves the scheme and chooses to transfer to the benefits accrued in their former scheme.

The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which the disclosure applies.

The CETV figures, and the other pension details, include the value of any pension benefits in another scheme or arrangement, which the individual has transferred to the HSC pension scheme. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETV's are calculated within the guidelines and framework prescribed by the Institute of Faculty of Actuaries.

Real Increase in CETV

This reflects the increase in CETV effectively funded by the employer. It takes account of the increase in accrued pension due to inflation; contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement), and used common market valuation factors for the start and end of the period.

Other

- There are no elements of the remuneration package which are not cash
- There is no compensation payable to former colleagues
- There are no amounts included above which are payable to third parties for services of a senior manager

There have been no awards made to past senior managers.

Chief Executive:



Date: 9th July 2014

Annual Accounts for the Year Ended 31 March 2014



Foreword

These accounts for the year ended 31 March 2014 have been prepared in accordance with Schedule 1, paragraph 12 of the Health and Personal Social Services Act (Northern Ireland) 2001, in a form directed by the Department of Health, Social Services and Public Safety.



Statement of the Accounting Officer's Responsibilities

Under the Health and Personal Social Services Act (Northern Ireland) 2001, the Department of Health, Social Services and Public Safety has directed the Northern Ireland Social Care Council to prepare for each financial year a statement of accounts in the form and on the basis set out in the Accounts Direction. The financial statements are prepared on an accruals basis and must provide a true and fair view of the state of affairs of the Northern Ireland Social Care Council of its income and expenditure, changes in taxpayers equity and cash flows for the financial year.

In preparing the financial statements the Accounting Officer is required to comply with the requirements of Government Financial Reporting Manual (FReM) and in particular to:

- Observe the Accounts Direction issued by the Department of Health, Social Services and Public Safety including relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis.
- Make judgements and estimates on a reasonable basis.
- State whether applicable accounting standards as set out in FReM have been followed, and disclose and explain any material departures in the financial statements.
- Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Northern Ireland Social Care Council will continue in operation.
- Keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the Northern Ireland Social Care Council.
- Pursue and demonstrate value for money in the services the Northern Ireland Social Care Council provides and in its use of public assets and the resources it controls.

The Permanent Secretary of the Department of Health, Social Services and Public Safety as Accounting Officer for health and personal social services resources in Northern Ireland has designated Colum Conway, Chief Executive of the Northern Ireland Social Care Council as the Accounting Officer for the Northern Ireland Social Care Council. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the Northern Ireland Social Care Council's assets, are set out in the Accountable Officer Memorandum, issued by the Department of Health, Social Services and Public Safety.

Northern Ireland Social Care Council

Accounts for Year Ended 31 March 2014

Certificates of the Chair and the Chief Executive

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 59 to 90) which I am required to prepare on behalf of the Northern Ireland Social Care Council have been compiled from and are in accordance with the accounts and financial records maintained by the Northern Ireland Social Care Council and with the accounting standards and policies for HSC bodies approved by the DHSSPS.

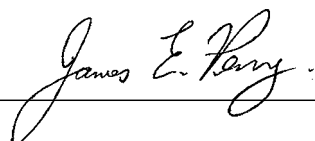


Chief Executive

9th July 2014

Date

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 59 to 90) as prepared in accordance with the above requirements have been submitted to and duly approved by the Council.



Chairman

9th July 2014

Date



Chief Executive

9th July 2014

Date

Governance Statement 2013/14

1. Introduction / Scope of Responsibility

The Council of the Northern Ireland Social Care Council (NISCC) is accounting for internal control. As Accounting Officer and Chief Executive of the Council, I have responsibility for maintaining a sound system of internal governance that supports the achievement of the organisation's policies, aims and objectives, whilst safeguarding the public funds and assets for which I am responsible in accordance with the responsibilities assigned to me by the Department of Health, Social Services and Public Safety.

The NISCC is an Arm's Length Body, sponsored by the Department of Health, Social Services and Public Safety (DHSSPS) and works in partnership with all the Health and Social Care organisations including the other small agencies sponsored by the DHSSPS.

In particular the NISCC has a Memorandum of Understanding with the Regulation and Quality Improvement Authority (RQIA) to enable it to properly fulfil its role as a regulator of the Social Care Workforce, and information sharing protocols are in place with the other Social Care Councils in England, Wales and Scotland. The NISCC also works closely with the Social Care authority in the Republic of Ireland to share best practice in regulation and registration of Social Workers and Social Care Workers.

The NISCC has a Management Statement and Financial Memorandum in place which sets out the strategic control framework within which the NISCC is required to operate, and the conditions under which government funds are provided as detailed in Government Accounting Northern Ireland. The Accounting Officer and Chair of the Council appraise the DHSSPS at the highest level of engagement through twice-yearly Accountability Meetings, and at the same time the NISCC works in partnership with the DHSSPS Government Liaison Officer to ensure operational and strategic issues are raised appropriately with the DHSSPS throughout the year.

2. Compliance with Corporate Governance Best Practice

The NISCC applies the principles of good practice in Corporate Governance and continues to further strengthen its governance arrangements. The NISCC does this by undertaking continuous assessment of its compliance with Corporate Governance best practice through the completion of an annual self-assessment. The Council completed its self-assessment for year ended 31 March 2014 and developed a new Action Plan which it will continue to review on a quarterly basis to ensure continual improvement in governance and best practice. In doing so, the Council decided to carry out a number of Case Studies following its self-assessment rather than as part of the self-assessment process, to meaningfully assist it in addressing areas of concern or where improvement may be required. The summary assessment for the Council's self-assessment is set out overleaf.

Indicator		Council's Assessment
1.	Board Composition and Commitment	
1.1	Board positions and size	Amber/Green
1.2	Balance and calibre of Board members	Amber/Green
1.3	Role of the Board	Green
1.4	Committees of the Board	Green
1.5	Board member commitment	Green
2.	Board Evaluation, Development and Learning	
2.1	Effective Board level evaluation	Amber/Red
2.2	Whole Board development programme	Amber/Red
2.3	Board induction, succession and contingency planning	Amber/Green
2.4	Board member appraisal and personal development	Green
3.	Board Insight and Foresight	
3.1	Board performance reporting	Amber/Green
3.2	Efficiency and Productivity	Green
3.3	Environmental and strategic focus	Green
3.4	Quality of Board papers and timeliness of information	Green
3.5	Assurance and risk management	Green
4.	Board Engagement and Involvement	
4.1	External stakeholders	Amber/Green
4.2	Internal stakeholders	Green
4.3	Board profile and visibility	Amber/Green

3. Compliance with Corporate Governance Best Practice

The Council provides strategic leadership to the NISCC and comprises a Chair and 12 Members (of which there are currently four Council Member vacancies) who are a combination of registrants, lay members and others who are key stakeholders in social care services). Operational responsibilities are delivered by the Chief Executive. The duties and functions of the Chair and Council Members are set out in the Management Statement and Financial Memorandum and also in the NISCC's Standing Orders, Scheme of Delegation and Standing Financial Instructions.

The Council reviewed the Standing Orders, Scheme of Delegation and Financial Memorandum in 2012, and reviews its Management Statement and Financial Memorandum (MSFM) on an annual basis. Meetings of the Council were held in open session five times during the year and records are maintained of the Council attendance. In addition, the Council held a number of Strategic Planning Sessions. During 2013/14 the Council attendance was:

Chair/Council Member	Attendance at Council During 2013/14 (%)
Mr James Perry, Chair	100%
Mr Joseph Blake, Council Member	100%
Mr Neil Bodger, Council Member	60%
Mrs Geraldine Campbell, Council Member	100%
Mrs Julie Erskine, Council Member	100%
Ms Miriam Karp, Council Member	80%
Mrs Ruth Lavery, Council Member	100%
Mrs Gillian McGaughey, Council Member	66% (<i>up to end of term at 30 Sept 2013</i>)
Mrs Maire McMahon, Council Member	100%
Dr Trevor Spratt, Council Member	60%
Mrs Eleanor Taggart, Council Member	100% (<i>up to end of term at 30 Sept 2013</i>)

The Council's performance is reviewed as part of the annual Board Self-Assessment and the performance appraisal system. During 2013/14 an audit of Board Effectiveness was also carried out. The Council has established two statutory Committees to support it in the delivery of its strategic functions, each of which is chaired by a Council Member:

- The Audit and Governance Committee assists the Council in the discharge of its functions by providing independent and objective review of the NISCC's control systems, financial information to the Council, risk management processes, compliance with law, guidance and Codes of Conduct, and governance processes; and
- The Remuneration Committee advises the Council about appropriate remuneration and terms of service for the Chief Executive.

The Audit and Governance Committee carries out an annual self-assessment and develops an action plan to address any areas where performance could be improved or enhanced. There were no new actions identified to be addressed during 2013/14.

4. Business Planning and Risk Management

Business planning and risk management is at the heart of governance arrangements to ensure that statutory obligations and ministerial priorities are properly reflected in the management of business at all levels within the organisation.

Business Planning

The NISCC produces a three-year Corporate Plan following engagement with staff and stakeholders including, in particular, people who use social care services and carers as is described in the NISCC's PPI Consultation Scheme. The Corporate Plan describes at a strategic level how the NISCC will deliver on its overarching aim and strategic objectives as a regulator of the social care workforce. The Corporate Plan is approved by the Council and ultimately by the DHSSPS before being circulated to staff, stakeholders and other bodies and published on the NISCC website. It is also made available, on request, in other formats in line with NISCC's Policy on Alternative Accessible Formats.

At the same time, the NISCC develops an annual Business Plan which provides further detail on how the NISCC will deliver its Corporate Plan, focusing on the outcomes of delivering its objectives. The same process of engagement and

consultation is applied as with the development of the Corporate Plan. The Business Plan is approved by Council and ultimately by the DHSSPS before being circulated and published. The Corporate Plan and Business Plan are compliant with the requirements set out in the NISCC's MSFM. The corporate planning process is led by the Director of Registration and Corporate Services while the Chief Executive has overall responsibility for delivering the Corporate and Business Plans, supported by his Directors and senior team.

To give effect to the Corporate and Business Plans, the NISCC develops an Operational Plan and Key Performance Indicators which also ensure that all staff can clearly understand their role in delivering the NISCC's objectives and ensures their own personal and team objectives and learning plans are aligned to NISCC's business objectives. The Operational Plan is reviewed on a quarterly basis by Senior Managers which informs reporting on the NISCC Business Plan.

A Performance Management Report is tabled to the Council on a quarterly basis detailing how NISCC is performing against its annual Business Plan which is reviewed and scrutinised by the Council. This includes financial reports and statistical data on registration and regulation outputs.

To better align meetings of the Council with Performance Management Reports, the Council agreed to a new timetable of meetings which enables them to receive up to date and current information immediately following each business quarter.

An Accountability Report is also produced to inform the Accountability Meeting between the DHSSPS Permanent Secretary, the Chair of the Council and the Chief Executive on a twice yearly basis.

Ultimately, the NISCC accounts for its business performance through the production of its Annual Report and Accounts which are laid before the NI Assembly and published on the NISCC's website.

Risk Management

Leadership on risk is provided through the NISCC's Audit and Governance Committee which is chaired by a Council Member and supported by the Director of Registration and Corporate Services. The risk management process seeks to identify risks in accordance with best practice as well as providing a system for embedding risk management throughout NISCC.

All staff receive training on risk management and the NISCC has rolled out an e-learning module on risk management awareness to inform this process. In addition risk management training forms part of induction for all new staff.

Risk Management Framework

The NISCC ensures effective risk management is embedded as part of its culture and throughout the organisation. It has a Risk Management Strategy which describes how risks (and near misses) should be managed, elevated, and controlled, including evaluating the value of inherent and residual risks.

The NISCC details its risks through a **Corporate Risk Register**, **Directorate Risk Register** and **Assurance Framework** which are reviewed on a quarterly basis by the Risk Management Committee (chaired by the Director of Registration and Corporate Services), which in turn reports to the NISCC Senior Management Team, the Audit and Governance Committee and ultimately the Council.

The Risk Management Committee is also responsible for ensuring the overarching Risk Management Strategy is reviewed on a regular basis so that it reflects all aspects of risk, governance and control.

The NISCC works with Internal and External Audit to provide assurances and validation of its compliance in relation to risk management, and has a Business Continuity Plan and Strategy in place which is tested on an annual basis, with lessons learned being fed back into the overarching Risk Management Strategy.

4. Information Risk

Information risk management is an essential part of good governance. The NISCC ensures that information risk management is considered in its procedures and policies. Information risk management is managed within the context of the NISCC's Risk Management Strategy and Information Governance Strategy.

The NISCC holds a range of personal data in respect of registrants (c.22,000) and confidential data in respect of complaints against registrants. It also holds a range of personal data in respect of staff and information which supports the running of the business. The NISCC maintains an Information Asset Register and Disposals Schedule which are reviewed regularly and any areas of non-compliance are brought to the attention of the Senior Information Risk Owner and Personal Data Guardian.

Specific roles in the NISCC have been identified to support it in managing risks to the organisation in respect of the information it may hold. These roles include:

- Personal Data Guardian
- Senior Information Risk Owner (SIRO)
- Information Governance and Records Management Officer (IGRMO)
- Information Asset Owners (IAOs)

The NISCC has established an Information Governance Group which is chaired by the Director of Registration and Corporate Services (who is also the NISCC SIRO) and comprises the IGRMO and IAOs to give oversight to day to day compliance with information governance, including compliance with the Controls Assurance Standard on Information Governance to ensure any gaps in compliance are addressed throughout the year.

The NISCC has a number of policies and strategies in place that support its risk management. These are:

- Information Governance Strategy
 - Records Management Strategy
 - Records Management Policy
 - Access to Information Policy
 - Clear Desk and Screen Policy
 - Confidentiality Policy
 - Data Quality Policy
 - ICT Strategy
 - ICT Security Policy
 - Use of the Internet
 - Use of Electronic Mail
-

6. Public Stakeholder Involvement

The NISCC's engagement with service users, carers and other stakeholders has been enshrined in its structure since its inception in 2001. In addition, NISCC has a strategic objective to 'discharge its responsibilities informed by the views of users of social care services, carers, registrants and other key stakeholders'. The NISCC has published a Personal and Public Involvement Consultation Scheme which was developed by people who use social care services and carers, and was approved by the Council. Additionally it has produced Principles of Participation, again in partnership with service users and carers.

The NISCC has established a number of Partnerships to ensure inclusivity and involvement from the broadest range of people and stakeholders. These are:

- The Participation Partnership (comprising people who use social care services and carers)
- The Registrants Partnership (comprising registrants)
- The Workforce Development Partnership (comprising employers of the social care workforce)
- The Post Qualifying Partnership (comprising employers and the Higher Education Institutions (HEI's) who are key to the delivery of the PQ Framework)
- The Professional Issues Review Group (comprising Council Members and NISCC staff).

These Partnerships meet regularly throughout the year and are kept informed of the NISCC business developments and issues raised at these meetings are brought to the attention of Council who review the minutes of the meetings of the Partnerships. This holistic approach to engagement ensures that any risks identified by stakeholders are brought to the attention of the Council.

The NISCC has also revised its cover template for all papers presented to Audit and to Council to ensure that authors explain to what extent stakeholders have been engaged in the development of the paper and, where appropriate, how they influenced the outcome. Audit and Council can therefore clearly challenge the NISCC in how it has engaged service users, carers and other stakeholders in the development of policy and other initiatives.

7. Assurance

As part of its Governance arrangements, the NISCC considers the contents of both its Assurance Framework and Risk Register when identifying possible control issues.

The NISCC's Standing Orders require the setting up of an Audit Committee, as directed by HSS (PDD) 8/94 to reassure the Council that financial stewardship and corporate governance standards are being met. The Audit and Governance Committee maintains and reviews the effectiveness of the system control for the NISCC. Full details of the Audit and Governance Committee, its role, terms of reference, and responsibilities can be found in the NISCC Standing Orders.

The Internal Audit Service for the NISCC is provided by the Business Services Organisation (BSO). Internal Audit carries out its role by systematic review and evaluation of risk management, control and governance which comprises the policies, procedures and operations in place to:

- Establish and monitor the achievement of the NISCC's objectives
 - Identify, assess and manage the risks to achieving the NISCC's objectives
 - Ensure the economical, effective and efficient use of resources
 - Ensure compliance with established policies, procedures, laws and regulations
-

- Safeguard the NISCC's assets and interests from losses of all kinds, including those arising from fraud, irregularity, bribery or corruption

The NISCC Council receives a wide range of papers for information and decision making purposes presented by NISCC officers. This includes a Performance Management Report. The papers are of suitable quality to enable the NISCC Council to make informed decisions.

The Council is satisfied with the quality of the information received during the year and is satisfied that the information was sufficient to enable the Council to fulfil its obligations.

Controls Assurance Standards

The NISCC assessed its compliance with the applicable Controls Assurance Standards which were defined by the Department and against which a degree of progress is expected in 2013/14.

The organisation achieved the following levels of compliance for 2013/14.

Standard	DHSS&PS Expected Level of Compliance	NISCC Level of Compliance	Audited by Internal Audit, BSO
Emergency Planning	75% - 99% (Substantive)	90	Not Assessed
Environmental Management	75% - 99% (Substantive)	76	Assessed
Financial Management (Core Standard)	75% - 99% (Substantive)	89	Assessed
Fire safety	75% - 99% (Substantive)	85	Not Assessed
Governance (Core Standard)	75% - 99% (Substantive)	95	Assessed
Health & Safety	75% - 99% (Substantive)	91	Not Assessed
Human Resources	75% - 99% (Substantive)	95	Not Assessed
Information Communication Technology	75% - 99% (Substantive)	92	Not Assessed
Management of Purchasing and Supply	75% - 99% (Substantive)	90	Assessed
Information Governance	75% - 99% (Substantive)	79	Not Assessed
Risk Management (Core Standard)	75% - 99% (Substantive)	96	Assessed
Security Management	75% - 99% (Substantive)	88	Not Assessed
Waste Management	75% - 99% (Substantive)	90	Not Assessed

8. Sources of Independent Assurance

The NISCC obtains Independent Assurance from the following sources:

- Internal Audit (as provided under a Service Level Agreement with BSO)
- Northern Ireland Audit Office
- The Landscape Review carried out on behalf of the DHSSPS (2012)

Internal Audit

The NISCC has an internal audit function which operates to defined standards and whose work is informed by an analysis of risk to which the body is exposed and annual audit plans are based on this analysis.

In 2013-14 Internal Audit reviewed the following systems:

- Risk Management Review, providing a substantial assurance
- Financial Review, providing a satisfactory assurance
- Registration Review, providing a satisfactory assurance
- Board Effectiveness Review, providing a satisfactory assurance
- Procurement and Management of Contracts, providing a satisfactory assurance

In her annual report, the Head of Internal Audit reported that, in her overall opinion for the year ended 31 March 2014, there was a satisfactory system of internal control designed to meet the organisation's objectives. In addition, no priority one weaknesses in control were identified.

9. Review of Effectiveness of the System of Internal Governance

As Accounting Officer, I have responsibility for the review of effectiveness of the system of internal governance. My review of the effectiveness of the system of internal governance is informed by the work of the internal auditors and the executive managers within the NISCC who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Audit and Governance Committee and a plan to address weaknesses and ensure continuous improvement to the system is in place.

10. Internal Governance Divergences

Internal Control Issues 2012/13

There were a number of priority one weaknesses as a result of the Business Services Transformation Programme (BSTP) under the FPL (Finance, Procurement and Logistics) system and the HRPTS (Human Resources, Payroll, and Training & Subsistence) system. Progress is being made to implement these recommendations:

- NISCC staff in conjunction with BSO Finance staff continue to produce monthly reporting information and review processes
- Assurance letters have been received from BSO on services provided, including actions relating to findings identified in the Financial Review Report 2012/13
- Additional training/support provided to relevant NISCC staff including one to one assistance
- Work continues with the supplier to progress the staff in post report, interim arrangements are in place pending resolution

Internal Control Issues 2013/14

Council Member Vacancies

As at 31 March 2014, there are four Council Member vacancies with a further four Council Members' appointments ending during 2014/15. The impact of sustaining leadership, oversight and a quorum of Members at Council and its sub-Committees has been elevated to the DHSSPS as a primary risk to the NISCC in the current year and going forward into 2014/15. The risks associated with the number of new Members being appointed to the Council has been detailed in the findings of the 2012/13 and 2013/14 Board Self-Assessments and are seen as a critical control issue for NISCC.

11. Conclusion

The NISCC has a rigorous system of accountability which I can rely on as Accounting Officer to form an opinion on the probity and use of public funds, as detailed in Managing Public Money NI.

Further to considering the accountability framework within NISCC and in conjunction with assurances given to me by the Head of Internal audit, I am content that the NISCC has operated a sound system of internal governance during the period 2013-14.



Colum Conway

Chief Executive

Northern Ireland Social Care Council

9th July 2014

The Certificate and Report of the Comptroller and Auditor General to the Northern Ireland Assembly

I certify that I have audited the financial statements of the Northern Ireland Social Care Council for the year ended 31 March 2014 under the Health and Personal Social Services Act (Northern Ireland) 2001. The financial statements comprise the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

Respective responsibilities of the Accounting Officer and auditor

As explained more fully in the Statement of the Accounting Officer's Responsibilities, the Accounting Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit, certify and report on the financial statements in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Northern Ireland Social Care Council's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Northern Ireland Social Care Council and the overall presentation of the financial statements. In addition I read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my certificate.

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on regularity

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on financial statements

In my opinion:

- the financial statements give a true and fair view of the state of the Northern Ireland Social Care Council's affairs as at 31 March 2014 and of the net expenditure, cash flows and changes in taxpayers' equity for the year then ended; and
- the financial statements have been properly prepared in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001 and Department of Health, Social Services and Public Safety directions issued thereunder.

Opinion on other matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with Department of Health, Social Services and Public Safety directions made under the Health and Personal Social Services Act (Northern Ireland) 2001; and
- the information given in the Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with Department of Finance and Personnel's guidance.

Report

I have no observations to make on these financial statements. The maintenance and integrity of the NISCC's website is the responsibility of the Accounting Officer. The work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes which may have occurred to the financial statements since they were originally presented on the website.




KJ Donnelly
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU

31 July 2014

STATEMENT OF COMPREHENSIVE NET EXPENDITURE**FOR THE YEAR ENDED 31 MARCH 2014**

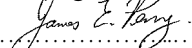
		2014	2013
	NOTE	£	£
Expenditure			
Staff costs	3.1	(1,961,467)	(1,876,638)
Depreciation	4.0	(19,494)	(19,361)
Other expenditures	4.0	(1,807,548)	(1,714,966)
		(3,788,509)	(3,610,965)
Income			
Income from activities	5.1	-	-
Other income	5.2	655,741	700,759
Deferred income	5.3	-	-
		655,741	700,759
Net Expenditure		(3,132,768)	(2,910,206)
Revenue Resource Limit (RRL)	25.1	3,133,749	2,918,502
Surplus/(Deficit) against RRL		981	8,296
OTHER COMPREHENSIVE EXPENDITURE			
		2014	2013
	NOTE	£	£
Items that will not be reclassified to net operating costs:			
Net gain/(loss) on revaluation of property, plant & equipment	6.1/10/6.2/10	-	3
Items that may be reclassified to net operating costs:			
Net gain/(loss) on revaluation of intangibles	7.1/10/7.2/10	(21,691)	39,196
Net gain/(loss) on revaluation of available for sale financial assets		-	-
TOTAL COMPREHENSIVE EXPENDITURE for the year ended 31 March 2014		(3,154,459)	(2,871,007)

The notes on pages 59 to 90 form part of these accounts.


STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2014

		2014		2013	
	NOTE	£	£	£	£
Non Current Assets					
Property, plant and equipment	6.1/6.2	74,396		65,676	
Intangible assets	7.1/7.2	327,276		414,317	
Financial assets	8.0	-		-	
Trade and other receivables	12.1	-		-	
Other current assets	12.1	-		-	
			401,672		479,993
Total Non Current Assets					
Current Assets					
Assets classified as held for sale	9.0	-		-	
Inventories	11.0	-		-	
Trade and other receivables	12.1	118,943		162,733	
Other current assets	12.1	19,254		23,155	
Financial assets	8.0	-		-	
Cash and cash equivalents	13.0	179,292		170,461	
			317,489		356,349
Total Current Assets					
			719,161		836,342
Total Assets					
Current Liabilities					
Trade and other payables	14.1	(414,089)		(535,611)	
Other liabilities	14.1	-		-	
Provisions	16.0	-		-	
			(414,089)		(535,611)
Total Current Liabilities					
Non Current Assets plus Net Current Assets					
			305,072		300,731
Non Current Liabilities					
Provisions	16.0	-		-	
Other payables > 1 yr	14.1	-		-	
Financial liabilities	8.0	-		-	
			-		-
Total Non Current Liabilities					
			305,072		300,731
Assets less Liabilities					
Taxpayers' Equity					
Revaluation reserve			17,508		39,199
SoCNE Reserve			287,564		261,532
			305,072		300,731

The notes at pages 59 to 90 form part of these accounts.

Signed..........(Chair)

Date...9th July 2014.....

Signed..........(Chief Executive)

Date...9th July 2014.....

STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2014

	Note	2014	2013
		£	£
Cash flows from operating activities			
Net expenditure after interest		(3,132,768)	(2,910,206)
Adjustments for non cash costs		93,644	78,775
(Increase)/decrease in trade and other receivables		47,691	13,835
<i>Less movements in receivables relating to items not passing through the NEA:</i>			
Movements in receivables relating to the sale of property, plant and equipment		-	-
Movements in receivables relating to the sale of intangibles		-	-
Movements in receivables relating to finance leases		-	-
Movements in receivables relating to PFI and other service concession arrangement contracts		-	-
(Increase)/decrease in inventories		-	-
Increase/(decrease) in trade payables		(121,522)	(339,408)
<i>Less movements in payables relating to items not passing through the NEA:</i>			
Movements in payables relating to the purchase of property, plant and equipment		(8,109)	15,679
Movements in payables relating to the purchase of intangibles		114,072	176,485
Movements in payables relating to finance leases		-	-
Movements in payables relating to PFI and other service concession arrangement contracts		-	-
Use of provisions	16	-	-
Net cash outflow from operating activities		(3,006,992)	(2,964,840)
Cash flows from investing activities			
(Purchase of property, plant & equipment)	6	(20,105)	(35,784)
(Purchase of intangible assets)	7	(114,072)	(290,557)
Proceeds on disposal of property, plant & equipment		-	-
Proceeds on disposal of intangibles		-	-
Proceeds on disposal of assets held for resale		-	-
Net cash outflow from investing activities		(134,177)	(326,341)
Cash flows from financing activities			
Grant in aid		3,150,000	2,685,000
Cap element of payments - finance leases and on balance SOFP PFI and other service concession arrangements		-	-
Net financing		3,150,000	2,685,000
Net increase/(decrease) in cash & cash equivalents in the year		8,831	(606,181)
Cash & cash equivalents at the beginning of the year	13	170,461	776,642
Cash & cash equivalents at the end of the year	13	179,292	170,461

The notes on pages 59 to 90 form part of these accounts.

STATEMENT OF CHANGES IN TAXPAYERS' EQUITY FOR THE YEAR ENDED 31 MARCH 2014

	Note	SoCNE Reserve £	Revaluation Reserve £	Total £
Balance at 31 March 2012		478,178	-	478,178
Changes in Taxpayers' Equity 2012-13				
Grant from DHSSPS		2,685,000	-	2,685,000
Transfers between reserves		-	-	-
(Comprehensive expenditure for the year)		(2,910,206)	39,199	(2,871,007)
Transfer of asset ownership		-	-	-
Non cash charges - auditor's remuneration	4	8,560	-	8,560
Balance at 31 March 2013		261,532	39,199	300,731
Changes in Taxpayers' Equity 2013-14				
Grant from DHSSPS		3,150,000	-	3,150,000
Transfers between reserves		-	-	-
(Comprehensive expenditure for the year)		(3,132,768)	(21,691)	(3,154,459)
Transfer of asset ownership		-	-	-
Non cash charges - auditor's remuneration	4	8,800	-	8,800
Balance at 31 March 2014		287,564	17,508	305,072

The notes at pages 59 to 90 form part of these accounts.

Notes to the Accounts

NOTE 1 STATEMENT OF ACCOUNTING POLICIES

1. Authority

These accounts have been prepared in a form determined by the Department of Health, Social Services and Public Safety based on guidance from the Department of Finance and Personnel's Financial Reporting Manual (FReM) and in accordance with the requirements of Schedule 1, paragraph 12 of the Health and Personal Social Services Act (Northern Ireland) 2001

The accounting policies follow IFRS to the extent that it is meaningful and appropriate to the Northern Ireland Social Care Council ("the Council"). Where a choice of accounting policy is permitted, the accounting policy which has been judged to be most appropriate to the particular circumstances of the Council for the purpose of giving a true and fair view has been selected. The Council's accounting policies have been applied consistently in dealing with items considered material in relation to the accounts, unless otherwise stated.

1.1 Accounting convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment.

1.2 Currency

These accounts are presented in UK Pounds sterling.

1.3 Property, Plant and Equipment

Property, plant and equipment assets comprise Land, Buildings, Dwellings, Transport Equipment, Plant & Machinery, Information Technology, Furniture & Fittings, and Assets under construction.

Recognition

Property, plant and equipment must be capitalised if:

- it is held for use in delivering services or for administrative purposes;
- it is probable that future economic benefits will flow to, or service potential will be supplied to, the Council;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably; and
- the item has cost of at least £5,000; or
- Collectively, a number of items have a cost of at least £5,000 and individually have a cost of more than £1,000, where the assets are functionally interdependent, they had broadly simultaneous purchase dates, are anticipated to have simultaneous disposal dates and are under single managerial control; or
- items form part of the initial equipping and setting-up cost of a new building, ward or unit, irrespective of their individual or collective cost.

On initial recognition property, plant and equipment are measured at cost including any expenditure such as installation, directly attributable to bringing them into working condition. Items classified as "under construction" are recognised in the Statement of Financial Position to the extent that money has been paid or a liability has been incurred.

Valuation of Land and Buildings

Land and buildings are carried at the last professional valuation, in accordance with the Royal Institute of Chartered Surveyors (Statement of Asset Valuation Practice) Appraisal and Valuation Standards in so far as these are consistent with the specific needs of the HSC.

The last valuation was carried out on 31 January 2010 by Land and Property Services (LPS) which is an independent executive body within the Department of Finance and Personnel. The valuers are qualified to meet the 'Member of Royal Institution of Chartered Surveyors' (MRICS) standard.

Professional revaluations of land and buildings are undertaken at least once in every five year period and are revalued annually, between professional valuations, using indices provided by LPS.

Land and buildings used for the Council's services or for administrative purposes are stated in the Statement of Financial Position at their revalued amounts, being the fair value at the date of revaluation less any subsequent accumulated depreciation and impairment losses.

Fair values are determined as follows:

- Land and non-specialised buildings - open market value for existing use
- Specialised buildings - depreciated replacement cost
- Properties surplus to requirements - the lower of open market value less any material directly attributable selling costs, or book value at date of moving to non current assets.

Modern Equivalent Asset

DFP has adopted a standard approach to depreciated replacement cost valuations based on modern equivalent assets and, where it would meet the location requirements of the service being provided, an alternative site can be valued. Land and Property Services (LPS) have included this requirement within the latest valuation.

Assets Under Construction (AUC)

Assets in the course of construction for service or administration purposes are carried at cost, less any impairment loss. Cost includes professional fees as allowed by IAS 16 for assets held at fair value. Assets are revalued and depreciation commences when they are brought into use.

Short Life Assets

Short life assets are not indexed. Short life is defined as a useful life of up to and including 5 years. Short life assets are carried at depreciated historic cost as this is not considered to be materially different from fair value and are depreciated over their useful life.

Where estimated life of fixtures and equipment exceed 5 years, suitable indices will be applied each year and depreciation will be based on indexed amount.

Revaluation Reserve

An increase arising on revaluation is taken to the Revaluation Reserve except when it reverses an impairment for the same asset previously recognised in expenditure, in which case it is credited to expenditure to the extent of the decrease previously charged there. A revaluation decrease is recognised as an impairment charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure.

1.4 Depreciation

No depreciation is provided on freehold land since land has unlimited or a very long established useful life. Items under construction are not depreciated until they are commissioned. Properties that are surplus to requirements and which meet the definition of "non current assets held for sale" are also not depreciated.

Otherwise, depreciation is charged to write off the costs or valuation of property, plant and equipment and similarly, amortisation is applied to intangible non-current assets, less any residual value, over their estimated useful lives, in a manner that reflects the consumption of economic benefits or service potential of the assets. Assets held under finance leases are also depreciated over the lower of their estimated useful lives and the terms of the lease. The estimated useful life of an asset is the period over which the Council expects to obtain economic benefits or service potential from the asset. Estimated useful lives and residual values are reviewed each year end, with the effect of any changes recognised on a prospective basis. The following asset lives have been used.

Asset Type	Asset Life
Freehold Buildings	25 - 60 years
Leasehold property	Remaining period of lease
IT Assets	3 - 10 years
Intangible assets	3 - 10 years
Other Equipment	3 - 15 years

1.5 Impairment loss

If there has been an impairment loss due to a general change in prices, the asset is written down to its recoverable amount, with the loss charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure within the Statement of Comprehensive Net Expenditure. If the impairment is due to the consumption of economic benefits the full amount of the impairment is charged to the Statement of Comprehensive Net Expenditure and an amount up to the value of the impairment in the revaluation reserve is transferred to the Statement of Comprehensive Net Expenditure Reserve. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of the recoverable amount but capped at the amount that would have been determined had there been no initial impairment loss. The reversal of the impairment loss is credited firstly to the Statement of Comprehensive Net Expenditure to the extent of the decrease previously charged there and thereafter to the revaluation reserve.

1.6 Subsequent expenditure

Where subsequent expenditure enhances an asset beyond its original specification, the directly attributable cost is capitalised. Where subsequent expenditure which meets the definition of capital restores the asset to its original specification, the expenditure is capitalised and any existing carrying value of the item replaced is written-out and charged to operating expenses.

The overall useful life of the Council's buildings takes account of the fact that different components of those buildings have different useful lives. This ensures that depreciation is charged on those assets at the same rate as if separate components had been identified and depreciated at different rates.

1.7 Intangible assets

Intangible assets includes any of the following held - software, licences, trademarks, websites, development expenditure, Patents, Goodwill and intangible assets under Construction. Software that is integral to the operating of hardware, for example an operating system is capitalised as part of the relevant item of property, plant and equipment. Software that is not integral to the operation of hardware, for example application software, is capitalised as an intangible asset. Expenditure on research is not capitalised: it is recognised as an operating expense in the period in which it is incurred. Internally-generated assets are recognised if, and only if, all of the following have been demonstrated:

- The technical feasibility of completing the intangible asset so that it will be available for use
- The intention to complete the intangible asset and use it
- The ability to sell or use the intangible asset
- How the intangible asset will generate probable future economic benefits or service potential
- The availability of adequate technical, financial and other resources to complete the intangible asset and sell or use it
- The ability to measure reliably the expenditure attributable to the intangible asset during its development.

Recognition

Intangible assets are non-monetary assets without physical substance, which are capable of sale separately from the rest of the Council's business or which arise from contractual or other legal rights. Intangible assets are considered to have a finite life. They are recognised only when it is probable that future economic benefits will flow to, or service potential be provided to, the Council; where the cost of the asset can be measured reliably. All single items over £5,000 in value must be capitalised while intangible assets which fall within the grouped asset definition must be capitalised if their individual value is at least £1,000 each and the group is at least £5,000 in value.

The amount recognised for internally-generated intangible assets is the sum of the expenditure incurred from the date of commencement of the intangible asset, until it is complete and ready for use.

Intangible assets acquired separately are initially recognised at fair value.

Following initial recognition, intangible assets are carried at fair value by reference to an active market, and as no active market currently exists depreciated replacement cost has been used as fair value.

1.8 Donated assets

Donated non-current assets were previously capitalised at their fair value on receipt, with a matching credit to the donated asset reserve. They were valued, depreciated and impaired as described above for purchased assets. Gains and losses on revaluations and impairments were taken to the donated asset reserve and, each year, an amount equal to the depreciation charge on the asset was released from the donated asset reserve to income to offset the depreciation expenditure. On sale of donated assets, the net book value was transferred from the donated asset reserve to the General Reserve.

With effect from 1 April 2011, DFP guidance changed the policy on donated asset reserves. The donation reserve no longer exists. What used to be contained in the donated asset reserve has moved to the Statement of Comprehensive Net Expenditure Reserve (previously known as General Reserve) and to the Revaluation Reserve. Income for donated assets is recognised when received.

1.9 Non-current assets held for sale

Non-current assets are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. In order to meet this definition IFRS 5 requires that the asset must be immediately available for sale in its current condition and that the sale is highly probable. A sale is regarded as highly probable where an active plan is in place to find a buyer for the asset and the sale is considered likely to be concluded within one year. Non-current assets held for sale are measured at the lower of their previous carrying amount and fair value, less any material directly attributable selling costs. Fair value is open market value, where one is available, including alternative uses.

Assets classified as held for sale are not depreciated.

The profit or loss arising on disposal of an asset is the difference between the sale proceeds and the carrying amount. The profit from sale of land which is a non depreciating asset is recognised within income. The profit from sale of a depreciating asset is shown as a reduced expense. The loss from sale of land or from any depreciating assets is shown within operating expenses. On disposal, the balance for the asset on the revaluation reserve is transferred to the Statement of Comprehensive Net Expenditure Reserve.

Property, plant or equipment that is to be scrapped or demolished does not qualify for recognition as held for sale. Instead, it is retained as an operational asset and its economic life is adjusted. The asset is de-recognised when it is scrapped or demolished.

1.10 Inventories

The Council does not hold inventories for resale.

1.11 Income

Operating Income relates directly to the operating activities of the Council and is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable.

Grant in aid

Funding received from other entities, including the Department and the Health and Social Care Board are accounted for as grant in aid and are reflected through the Statement of Comprehensive Net Expenditure Reserve.

1.12 Investments

The Council does not have any investments.

1.13 Other expenses

Other operating expenses for goods or services are recognised when, and to the extent that, they have been received. They are measured at the fair value of the consideration payable.

1.14 Cash and cash equivalents

Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

1.15 Leases

Leases are classified as finance leases when substantially all the risks and rewards of ownership are transferred to the lessee. All other leases are classified as operating leases.

NISCC as lessee

Property, plant and equipment held under finance leases are initially recognised, at the inception of the lease, at fair value or, if lower, at the present value of the minimum lease payments, with a matching liability for the lease obligation to the lessor. Lease payments are apportioned between finance charges and reduction of the lease obligation so as to achieve a constant rate on interest on the remaining balance of the liability. Finance charges are recognised in calculating the Council's surplus/deficit.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. Lease incentives are recognised initially as a liability and subsequently as a reduction of rentals on a straight-line basis over the lease term.

Contingent rentals are recognised as an expense in the period in which they are incurred.

Where a lease is for land and buildings, the land and building components are separated. Leased land may be either an operating lease or a Finance lease depending on the conditions in the lease agreement and following the general guidance set out in IAS 17. Leased buildings are assessed as to whether they are operating or finance leases.

NISCC as lessor

Amounts due from lessees under finance leases are recorded as receivables at the amount of the Council's net investment in the leases. Finance lease income is allocated to accounting periods so as to reflect a constant periodic rate of return on the Council's net investment outstanding in respect of the leases.

Rental income from operating leases is recognised on a straight-line basis over the term of the lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight-line basis over the lease term.

1.16 Private Finance Initiatives (PFI) transactions

The Council has had no PFI transactions during the year.

1.17 Financial instruments

- Financial assets

Financial assets are recognised on the Statement of Financial Position when the Council becomes party to the financial instrument contract or, in the case of trade receivables, when the goods or services have been delivered. Financial assets are derecognised when the contractual rights have expired or the asset has been transferred.

Financial assets are initially recognised at fair value.

- Financial liabilities

Financial liabilities are recognised on the Statement of Financial Position when the Council becomes party to the contractual provisions of the financial instrument or, in the case of trade payables, when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

Financial liabilities are initially recognised at fair value.

- Financial risk management

IFRS 7 requires disclosure of the role that financial instruments have had during the year in creating or changing the risks a body faces in undertaking its activities. Because of the relationships with HSC Commissioners, and the manner in which they are funded, financial instruments play a more limited role within HSC bodies in creating risk than would apply to a non public sector body of a similar size, therefore HSC bodies are not exposed to the degree of financial risk faced by business entities. HSC bodies have limited powers to borrow or invest surplus funds and financial assets and liabilities are generated by day to day operational activities rather than being held to change the risks facing the HSC bodies in undertaking activities. Therefore the HSC is exposed to little credit, liquidity or market risk.

- Currency risk

The Council is principally a domestic organisation with the great majority of transactions, assets and liabilities being in the UK and Sterling based. The Council has no overseas operations. The Council therefore has low exposure to currency rate fluctuations.

- Interest rate risk

The Council has limited powers to borrow or invest and therefore has low exposure to interest rate fluctuations.

- Credit risk

Because the majority of the Council's income comes from contracts with other public sector bodies, the Council has low exposure to credit risk.

- Liquidity risk

Since the Council receives the majority of its funding through its principal Commissioner which is voted through the Assembly, it is therefore not exposed to significant liquidity risks.

1.18 Provisions

In accordance with IAS 37, provisions are recognised when the Council has a present legal or constructive obligation as a result of a past event, it is probable that the Council will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting period, taking into account the risks and uncertainties. Where a provision is measured using the cash flows estimated to settle the obligation, its carrying amount is the present value of those cash flows using DFP's discount rate of 2.2% in real terms (2.8% for employee early departure obligations).

The Council has also disclosed the carrying amount at the beginning and end of the period, additional provisions made, amounts used during the period, unused amounts reversed during the period and increases in the discounted amount arising from the passage of time and the effect of any change in the discount rate.

When some or all of the economic benefits required to settle a provision are expected to be recovered from a third party, the receivable is recognised as an asset if it is virtually certain that reimbursements will be received and the amount of the receivable can be measured reliably.

Present obligations arising under onerous contracts are recognised and measured as a provision. An onerous contract is considered to exist where the Council has a contract under which the unavoidable costs of meeting the obligations under the contract exceed the economic benefits expected to be received under it.

A restructuring provision is recognised when the Council has developed a detailed formal plan for the restructuring and has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement the plan or announcing its main features to those affected by it. The measurement of a restructuring provision includes only the direct expenditures arising from the restructuring, which are those amounts that are both necessarily entailed by the restructuring and not associated with ongoing activities of the entity.

1.19 Contingencies

Where the time value of money is material, contingent liabilities which are required to be disclosed under IAS 37 are stated at discounted amounts and the amount reported to the Assembly separately noted. Contingent liabilities that are not required to be disclosed by IAS 37 are stated at the amounts reported to the Assembly. Under IAS 37, the Council discloses contingent liabilities where there is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured sufficiently reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council. A contingent asset is disclosed where an inflow of economic benefits is probable.

Where the time value of money is material, contingencies are disclosed at their present value.

In addition to contingent liabilities disclosed in accordance with IAS 37, HSC Trusts and the Council should disclose for Assembly reporting and accountability purposes certain statutory and non-statutory contingent liabilities where the likelihood of a transfer of economic benefit is remote, but which have been reported to the Assembly in accordance with the requirements of Managing Public Money Northern Ireland.

1.20 Employee benefits**Short-term employee benefits**

Under the requirements of IAS 19: Employee Benefits, staff costs must be recorded as an expense as soon as the Council is obligated to pay them. This includes the cost of any untaken leave that has been earned at the year end. This cost has been estimated using average staff numbers and costs applied to the average untaken leave balance determined from the results of a survey to ascertain leave balances as at 31 March 2014. It is not anticipated that the level of untaken leave will vary significantly from year to year. Untaken flexi leave is estimated to be immaterial to the Council and has not been included.

Retirement benefit costs

Past and present employees are covered by the provisions of the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the Council and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The Council is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis. Further information regarding the HSC Superannuation Scheme can be found in the HSC Superannuation Scheme Statement in the Departmental Resource Account for the Department of Health, Social Services and Public Safety.

The costs of early retirements are met by the Council and charged to the Statement of Comprehensive Net Expenditure at the time the Council commits itself to the retirement.

As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required at intervals not exceeding four years. The actuary reviews the most recent actuarial valuation at the Statement of Financial Position date and updates it to reflect current conditions. A full valuation for Resource Accounts purposes as at 31 March 2012 was completed in 2014 and is used in the 2013/14 accounts.

1.21 Reserves**Statement of Comprehensive Net Expenditure Reserve**

Accumulated surpluses are accounted for in the Statement of Comprehensive Net Expenditure Reserve.

Revaluation Reserve

The Revaluation Reserve reflects the unrealised balance of cumulative indexation and revaluation adjustments to assets other than donated assets.

1.22 Value Added Tax

Where output VAT is charged or input VAT is recoverable, the amounts are stated net of VAT. Irrecoverable VAT is charged to the relevant expenditure category or included in the capitalised purchase cost of fixed assets.

1.23 Third party assets

Assets belonging to third parties (such as money held on behalf of patients) are not recognised in the accounts since the Council has no beneficial interest in them. Details of third party assets are given in Note 24 to the accounts.

1.24 Government Grants

The Council did not receive any Government Grants in either the year ended 31 March 2014 or year ended 31 March 2013.

1.25 **Losses and Special Payments**

Losses and special payments are items that the Assembly would not have contemplated when it agreed funds for the health service or passed legislation. By their nature they are items that ideally should not arise. They are therefore subject to special control procedures compared with the generality of payments. They are divided into different categories, which govern the way that individual cases are handled.

Losses and special payments are charged to the relevant functional headings in expenditure on an accruals basis, including losses which would have been made good through insurance cover had HSC bodies not been bearing their own risks (with insurance premiums then being included as normal revenue expenditure). However, the note on losses and special payments is compiled directly from the losses and compensations register which reports amounts on an accruals basis with the exception of provisions for future losses.

1.26 **Accounting Standards that have been issued but have not yet been adopted**

Under IAS 8 there is a requirement to disclose those standards issued but not yet adopted.

The IASB have issued new and amended standards (IFRS 10, IFRS 11 & IFRS 12) that affect the consolidation and reporting of subsidiaries, associates and joint ventures. These standards have an effective date of January 2013, and EU adoption is due from 1 January 2014.

Accounting boundary IFRS' are currently adapted in the FReM so that the Westminster departmental accounting boundary is based on ONS control criteria, as designated by Treasury. A review of the NI financial process is currently under discussion with the Executive, which will bring NI departments under the same adaptation. Should this go ahead, the impact on DHSSPS and its Arm's Length Bodies is expected to focus around the disclosure requirements under IFRS 12.

The impact on the consolidation boundary of NDPB's and trading funds will be subject to review, in particular, where control could be determined to exist due to exposure to variable returns (IFRS 10), and where joint arrangements need reassessing.

Management consider that any other new accounting policies issued but not yet adopted are unlikely to have a significant impact on the accounts in the period of the initial application.

NOTE 2 ANALYSIS OF NET EXPENDITURE BY SEGMENT

The core business and strategic direction of the Northern Ireland Social Care Council is to protect the public through the registration and regulation of the social care workforce and to regulate the training for social workers.

The Council Board acts as the Chief Operating Decision Maker and receives financial information on the Council as a whole and makes decisions on this basis. Hence, it is appropriate that the Council reports on a single operational segment basis.

NOTE 3 STAFF NUMBERS AND RELATED COSTS**3.1 Staff Costs**

Staff costs comprise:

	2014		2013
	Permanently employed staff	Others	Total
	£	£	£
Wages & Salaries	1,660,060	-	1,660,060
Social security costs	121,251	-	121,251
Other pension costs	180,156	-	180,156
Sub total	1,961,467	-	1,961,467
Capitalised staff costs	-	-	-
Total staff costs reported in		-	
Statement of Comprehensive Expenditure	1,961,467	-	1,961,467
Less recoveries in respect of outward secondments			(33,836)
Total net costs			1,927,631
			1,850,857

Staff costs charged to capital projects during the year were £nil (2013: £nil).

Past and present employees are covered by the provisions of the HSC Superannuation scheme. Under this multi-employer defined benefit scheme both the Council and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The Council is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis.

As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required at intervals not exceeding four years. The actuary reviews the most recent actuarial valuation at the Statement of Financial Position date and updates it to reflect current conditions. A full valuation for Resource Accounts purposes as at 31 March 2012 was completed in 2014 and is used in the 2013/14 accounts.

3.2 Average number of persons employed

The average number of whole time equivalent persons employed during the year was as follows:

	2014		2013
	Permanently employed staff No.	Others No.	Total Total No.
Medical and dental	-	-	-
Nursing and Midwifery	-	-	-
Professions allied to medicine	-	-	-
Ancillaries	-	-	-
Administrative and clerical	45	-	45
Professional & technical	-	-	-
Works	-	-	-
Other Professional and technical	-	-	-
Social Services	8	-	8
Other	4	-	4
Total average number of persons employed	57	-	57
Less average staff number relating to capitalised staff costs	-	-	-
Less average staff number in respect of outward secondments	(1)	-	(1)
Total net average number of persons employed	56	-	56

3.3 Senior Employees' Remuneration

Refer to Remuneration Report contained within the Annual Report section on page 33.

3.4 Reporting of early retirement and other compensation scheme - exit packages

During 2013/14 and 2012/13 the Council had no early retirements or other compensation schemes.

3.5 Staff Benefits

Refer to Remuneration Report contained within the Annual Report section on page 33.

3.6 Retirements due to ill-health

During 2013/14 or 2012/13 the Council had no retirements due to ill-health.

NOTE 4 OPERATING EXPENSES**Operating Expenses are as follows:-**

	2014	2013
	£	£
Purchase of care from non-HPSS bodies	-	-
Revenue grants to voluntary organisations	539,293	436,358
Capital grants to voluntary organisations	-	-
Personal social services	-	-
Recharges from other HSC organisations	1,618	-
Supplies and services - Clinical	-	-
Supplies and services - General	15,936	16,146
Establishment	610,596	514,163
Transport	-	-
Premises	394,757	420,588
Bad debts	-	-
Rentals under operating leases	-	-
Rentals under finance leases	-	-
Finance cost of finance leases	-	-
Interest charges	-	-
PFI and other service concession arrangements service charges	-	-
Miscellaneous expenditure	25,369	123,608
Clinical negligence - other expenditure	-	-
BSO services	145,829	144,689
Training	-	-
Professional Fees	-	-
Non cash items		
Depreciation	19,494	19,361
Amortisation	65,350	50,200
Impairments	-	-
(Profit) on disposal of property, plant & equipment (excluding profit on land)	-	-
(Profit) on disposal of intangibles	-	-
Loss on disposal of property, plant & equipment (including land)	-	654
Loss on disposal of intangibles	-	-
Provisions provided for in year	-	-
Cost of borrowing of provisions (unwinding of discount on provisions)	-	-
Auditor's remuneration	8,800	8,560
Total	1,827,042	1,734,327

During the year the Council purchased no non audit services from its external auditor (NIAO), (2013: £nil).

NOTE 5 INCOME**5.1 Income from Activities**

	2014	2013
	£	£
GB/Republic of Ireland Health Authorities	-	-
HSC Trusts	-	-
Non-HSC:- Private patients	-	-
Non-HSC:- Other	-	-
Clients contributions	-	-
Total	-	-

5.2 Other Operating Income

	2014	2013
	£	£
Other income from non-patient services	621,905	674,978
Seconded staff	33,836	25,781
Charitable and other contributions to expenditure	-	-
Donations/ Government grant/ Lottery funding for non current assets	-	-
Profit on disposal of land	-	-
Interest receivable	-	-
Total	655,741	700,759

5.3 Deferred income

	2014	2013
	£	£
Income released from conditional grants	-	-
Total	-	-

TOTAL INCOME	655,741	700,759
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NOTE 6.1 Property, plant & equipment - year ended 31 March 2014

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Trans- port Equip- ment	Informa- tion Tech- nology (IT)	Furniture and Fittings	Total
	£	£	£	£	£	£	£	£	£
Cost or Valuation									
At 1 April 2013	-	22,734	-	-	30,397	-	241,411	-	294,542
Indexation	-	1,972	-	-	75	-	-	-	2,047
Additions	-	-	-	-	-	-	28,214	-	28,214
Donations / Government grant / Lottery funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	(3,476)	-	(3,476)
At 31 March 2014	-	24,706	-	-	30,472	-	266,149	-	321,327
Depreciation									
At 1 April 2013	-	22,734	-	-	27,696	-	178,436	-	228,866
Indexation	-	1,972	-	-	75	-	-	-	2,047
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	(3,476)	-	(3,476)
Provided during the year	-	-	-	-	2,700	-	16,794	-	19,494
At 31 March 2014	-	24,706	-	-	30,471	-	191,754	-	246,931

NOTE 6.1 Property, plant & equipment - year ended 31 March 2014

	Land £	Buildings (excluding dwellings) £	Dwellings £	Assets under Construction £	Plant and Machinery (Equipment) £	Trans- port Equip- ment £	Informa- tion Tech- nology (IT) £	Furniture and Fittings £	Total £
Carrying Amount									
At 31 March 2014	-	-	-	-	1	-	74,395	-	74,396
At 31 March 2013	-	-	-	-	2,701	-	62,975	-	65,676
Asset financing									
Owned	-	-	-	-	1	-	74,395	-	74,396
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service con- cession arrangements contracts	-	-	-	-	-	-	-	-	-
Carrying Amount	-	-	-	-	1	-	74,395	-	74,396
At 31 March 2014									

Any fall in value through negative indexation or revaluation is shown as impairment.

The total amount of depreciation charged in the Statement of Comprehensive Net Expenditure in respect of assets held under finance leases and hire purchase contracts is £nil (2013: £ nil).

The fair value of assets funded from Donations / Government grant / Lottery funding during the year was £nil (2013: £nil).

NOTE 6.2 Property, plant & equipment - year ended 31 March 2013

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total
	£	£	£	£	£	£	£	£	£
Cost or Valuation									
At 1 April 2012	-	23,564	-	-	35,744	-	250,775	-	310,083
Indexation	-	(830)	-	-	84	-	-	-	(746)
Additions	-	-	-	-	-	-	20,105	-	20,105
Donations / Government grant / Lottery funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	(5,431)	-	(29,469)	-	(34,900)
At 31 March 2013	-	22,734	-	-	30,397	-	241,411	-	294,542
Depreciation									
At 1 April 2012	-	23,564	-	-	30,185	-	190,751	-	244,500
Indexation	-	(830)	-	-	81	-	-	-	(749)
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	(5,431)	-	(28,815)	-	(34,246)
Provided during the year	-	-	-	-	2,861	-	16,500	-	19,361
At 31 March 2013	-	22,734	-	-	27,696	-	178,436	-	228,866

NOTE 6.2 Property, plant & equipment - year ended 31 March 2013**Carrying Amount**

At 31 March 2013

Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total
£	£	£	£	£	£	£	£	£
-	-	-	-	2,701	-	62,975	-	65,676

At 1 April 2012

Asset financing

-	-	-	-	5,559	-	60,024	-	65,583
---	---	---	---	-------	---	--------	---	--------

Owned

Finance leased

On B/S (SoFP) PFI and other service concession
arrangement contracts

-	-	-	-	2,701	-	62,975	-	65,676
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-

Carrying Amount

At 31 March 2013

-	-	-	-	2,701	-	62,975	-	65,676
---	---	---	---	-------	---	--------	---	--------

Asset financing

Owned

Finance leased

On B/S (SoFP) PFI and other service
concession arrangement contracts

-	-	-	-	5,559	-	60,024	-	65,583
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-

Carrying Amount

At 1 April 2012

-	-	-	-	5,559	-	60,024	-	65,583
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NOTE 7.1 INTANGIBLE ASSETS - year ended 31 March 2014

	Software licences	Software	Total
Cost or Valuation	£	£	£
At 1 April 2013	52,582	422,173	474,755
Indexation	(2,510)	(25,118)	(27,628)
Additions	-	-	-
Donations / Government grant / Lottery funding	-	-	-
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	-	-	-
At 31 March 2014	50,072	397,055	447,127
Amortisation			
At 1 April 2013	16,423	44,015	60,438
Indexation	(627)	(5,310)	(5,937)
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	-	-	-
Provided during the year	5,937	59,413	65,350
At 31 March 2014	21,733	98,118	119,851
Carrying Amount:			
At 31 March 2014	28,339	298,937	327,276
At 31 March 2013	36,159	378,158	414,317
Asset financing			
Owned	28,339	298,937	327,276
Finance Leased	-	-	-
On B/S (SOFPI) PFI and other service concession arrangements contracts	-	-	-
Carrying Amount:			
At 31 March 2014	28,339	298,937	327,276

Any fall in value through negative indexation or revaluation is shown as impairment.

The fair value of assets funded from Donations / Government grant, Lottery funding during the year was £nil (2013: £nil).

NOTE 7.2 INTANGIBLE ASSETS - year ended 31 March 2013

Cost or Valuation	Software licences £	Software £	Total £
At 1 April 2012	47,862	273,625	321,487
Indexation	4,720	34,476	39,196
Additions	-	114,072	114,072
Donations / Government grant / Lottery funding	-	-	-
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	-	-	-
At 31 March 2013	52,582	422,173	474,755
Amortisation			
At 1 April 2012	10,238	-	10,238
Indexation	-	-	-
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	-	-	-
Provided during the year	6,185	44,015	50,200
At 31 March 2013	16,423	44,015	60,438
Carrying Amount:			
At 31 March 2013	36,159	378,158	414,317
At 1 April 2012	37,624	273,625	311,249
Asset financing			
Owned	36,159	378,158	414,317
Finance leased	-	-	-
On B/S (SOFP) PFI and other service concession arrangements contracts	-	-	-
Carrying Amount:			
At 31 March 2013	36,159	378,158	414,317
Asset financing			
Owned	37,624	273,625	311,249
Finance leased	-	-	-
On B/S (SOFP) PFI and other service concession arrangements contracts	-	-	-
Carrying Amount:			
At 1 April 2012	37,624	273,625	311,249

NOTE 8 FINANCIAL INSTRUMENTS

The Council had no financial instruments at either 31 March 2014 or at 31 March 2013.

NOTE 9 ASSETS CLASSIFIED AS HELD FOR SALE

The Council did not hold any assets classified as held for sale in 2013/14 or 2012/13.

NOTE 10 IMPAIRMENTS

The Council had no impairments in either 2013/14 or 2012/13.

NOTE 11 INVENTORIES

The Council did not hold any goods for resale at either 31 March 2014 or at 31 March 2013.

NOTE 12 TRADE RECEIVABLES AND OTHER CURRENT ASSETS**Note 12.1 Trade receivables and other current assets**

	2014	2013
	£	£
Amounts falling due within one year		
Trade receivables	118,943	162,733
Deposits and advances	-	-
VAT receivable	-	-
Other receivables - not relating to fixed assets	-	-
Other receivables - relating to property, plant and equipment	-	-
Other receivables - relating to intangibles	-	-
Trade and other receivables	118,943	162,733
Prepayments and accrued income	19,254	23,155
Current part of PFI and other service concession arrangements prepayment	-	-
Other current assets	19,254	23,155
Amounts falling due after more than one year		
Trade receivables	-	-
Deposits and advances	-	-
Other receivables	-	-
Trade and other receivables	-	-
Prepayments and accrued income	-	-
Other current assets falling due after more than one year	-	-
TOTAL TRADE AND OTHER RECEIVABLES	118,943	162,733
TOTAL OTHER CURRENT ASSETS	19,254	23,155
TOTAL RECEIVABLES AND OTHER CURRENT ASSETS	138,197	185,888

The Council had no bad debts at either 31 March 2014 or at 31 March 2013.

NOTE 12 TRADE RECEIVABLES AND OTHER CURRENT ASSETS**12.2 Trade receivables and other current assets: Intra-Government balances**

	Amounts falling due within 1 year 2013/14	Amounts falling due within 1 year 2012/13	Amounts falling due after more than 1 year 2013/14	Amounts falling due after more than 1 year 2012/13
	£	£	£	£
Balances with other central government bodies	34,156	125,092	-	-
Balances with local authorities	760	-	-	-
Balances with NHS /HSC Trusts	-	-	-	-
Balances with public corporations and trading funds	-	-	-	-
Intra-Government Balances	34,916	125,092	-	-
Balances with bodies external to government	103,281	60,796	-	-
Total Receivables and other current assets at 31 March	138,197	185,888	-	-

NOTE 13 CASH AND CASH EQUIVALENTS

	2014	2013
	£	£
Balance at 1st April	170,461	776,642
Net change in cash and cash equivalents	8,831	(606,181)
Balance at 31st March	179,292	170,461

The following balances at 31 March were held at	2014	2013
	£	£
Commercial banks and cash in hand	179,292	170,461
Balance at 31st March	179,292	170,461

BSO operate accounts on behalf of NISCC. Accounts are in the legal name of BSO.

NOTE 14 TRADE PAYABLES AND OTHER CURRENT LIABILITIES**Note 14.1 Trade payables and other current liabilities**

	2014	2013
	£	£
Amounts falling due within one year		
Other taxation and social security	58,312	65,082
VAT payable	-	-
Bank overdraft	-	-
Trade capital payables - property, plant and equipment	-	-
Trade capital payables - intangibles	-	-
Trade revenue payables	137,649	55,329
Payroll payables	-	1,147
Clinical negligence payables	-	-
RPA payables	-	-
BSO Payables	52,821	-
Other payables	21,226	40,936
Accruals and deferred income	115,867	238,940
Accruals and deferred income - relating to property, plant and equipment	28,214	20,105
Accruals and deferred income - relating to intangibles	-	114,072
Trade and other payables	414,089	535,611
Current part of finance leases	-	-
Current part of long term loans	-	-
Current part of imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements contracts	-	-
Other current liabilities	-	-
Total payables falling due within one year	414,089	535,611
Amounts falling due after more than one year		
Other payables, accruals and deferred income	-	-
Trade and other payables	-	-
Finance leases	-	-
Imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements contracts	-	-
Long term loans	-	-
Total non current other payables	-	-
TOTAL TRADE PAYABLES AND OTHER CURRENT LIABILITIES	414,089	535,611

NOTE 14 TRADE PAYABLES AND OTHER CURRENT LIABILITIES**14.2 Trade payables and other current liabilities - Intra-government balances**

	Amounts falling due within 1 year 2013/14 £	Amounts falling due within 1 year 2012/13 £	Amounts falling due after more than 1 year 2013/14 £	Amounts falling due after more than 1 year 2012/13 £
Balances with other central government bodies	59,192	148,744	-	-
Balances with local authorities	-	296	-	-
Balances with NHS /HSC Trusts	52,821	-	-	-
Balances with public corporations and trading funds	-	-	-	-
Intra-Government Balances	112,013	149,040	-	-
Balances with bodies external to government	302,076	386,571	-	-
Total Payables and other liabilities at 31 March	414,089	535,611	-	-

NOTE 14 TRADE PAYABLES AND OTHER CURRENT LIABILITIES**14.3. Loans**

The Council did not have any loans payable at either 31 March 2014 or at 31 March 2013.

NOTE 15 PROMPT PAYMENT POLICY**15.1 Public Sector Payment Policy - Measure of Compliance**

The Department requires that the Council pay their non HSC trade creditors in accordance with the Better Payment Practice Code and Government Accounting Rules. The Council's payment policy is consistent with the Better Payment Practice Code and Government Accounting rules and its measure of compliance is:

	2014 Number	2014 Value £	2013 Number	2013 Value £
Total bills paid	841	1,199,045	1,080	1,490,465
Total bills paid within 30 day target	752	1,082,101	1,013	1,422,483
% of bills paid within 30 day target	89.4%	90.2%	93.8%	95.4%
Total bills paid	841	1,199,045	371	437,966
Total bills paid within 10 day target	586	860,720	221	314,442
% of bills paid within 10 day target	69.7%	71.8%	59.6%	71.8%

Information was not available in a consistent format in relation to 10 day reporting for the period prior to November 2012. The 2013 comparatives only report on bills paid between 1 November 2012 and 31 March 2013.

15.2 The Late Payment of Commercial Debts Regulations 2002

The amount included within Interest Payable arising from claims made by small businesses under this legislation are as follows :

	£
Total	-

NOTE 16 PROVISIONS FOR LIABILITIES AND CHARGES

The Council had no provisions for liabilities and charges at either 31 March 2014 or at 31 March 2013.

NOTE 17 CAPITAL COMMITMENTS

	2014	2013
	£	£
Contracted capital commitments at 31 March not otherwise included in these financial statements		
Property, plant & equipment	-	-
Intangible assets	-	-
	-	-

NOTE 18 COMMITMENTS UNDER LEASES**18.1 Operating Leases**

Total future minimum lease payments under operating leases are given in the table below for each of the following periods.

Obligations under operating leases comprise

	2014	2013
	£	£
Land		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	-	-
Buildings		
Not later than 1 year	173,316	172,800
Later than 1 year and not later than 5 years	245,531	72,000
Later than 5 years	-	-
	418,847	244,800
Other		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	-	-

18.2 Finance Leases

The Council had no Finance leases at either 31 March 2014 or at 31 March 2013.

18.3 Operating Leases: Commitments under Lessor Agreements

The Council had not issued any operating leases at either 31 March 2014 or at 31 March 2013.

NOTE 19 COMMITMENTS UNDER PFI AND OTHER SERVICE CONCESSION ARRANGEMENT CONTRACTS

The Council did not have any financial commitments under PFI Schemes at either 31 March 2014 or at 31 March 2013.

NOTE 20 OTHER FINANCIAL COMMITMENTS

The Council did not have any other financial commitments at either 31 March 2014 or at 31 March 2013.

NOTE 21 FINANCIAL GUARANTEES, INDEMNITIES AND LETTERS OF COMFORT

The Council did not have any financial instruments at either 31 March 2014 or at 31 March 2013.

NOTE 22 CONTINGENT LIABILITIES

The Council did not have any contingent liabilities at either 31 March 2014 or at 31 March 2013.

NOTE 23 RELATED PARTY TRANSACTIONS

NISCC is an Arms Length Body of the Department of Health, Social Services and Public Safety and as such the Department is a related party with which the Council has had various material transactions during the year.

In addition there were material transactions throughout the year with the Business Service Organisation who are a related party by virtue of being an Arms Length Body with the Department of Health, Social Services and Public Safety.

During the year, none of the Board members, members of the key management staff or other related parties has undertaken any material transactions with the Council.

NOTE 24 THIRD PARTY ASSETS

The Council held no third party assets at either 31 March 2014 or at 31 March 2013.

NOTE 25 FINANCIAL PERFORMANCE TARGETS**25.1 Revenue Resource Limit**

The Council is given a Revenue Resource Limit (RRL) which it is not permitted to overspend.

The Revenue Resource Limit (RRL) for the Council is calculated as follows:

	2014	2013
	Total	Total
	£	£
HSCB	-	-
PHA	-	-
SUMDE & NIMDTA	-	-
DHSSPS (excludes non cash)	3,040,105	2,839,727
Other Government Departments	-	-
Non cash RRL (from DHSSPS)	93,644	78,775
Total agreed RRL	3,133,749	2,918,502
Adjustment for Income received re Donations/ Government grant/Lottery funding for non current assets	-	-
Total Revenue Resource Limit to Statement of Comprehensive Net Expenditure	3,133,749	2,918,502

25.2 Capital Resource Limit

The Council is given a Capital Resource Limit (CRL) which it is not permitted to overspend.

	2014	2013
	£	£
Gross Capital Expenditure	28,214	134,177
(Receipts from sales of fixed assets)	-	-
Net capital expenditure	28,214	134,177
Capital Resource Limit	28,250	134,177
Overspend/(Underspend) against CRL	(36)	-

NOTE 25 FINANCIAL PERFORMANCE TARGETS**25.3 Financial Performance Targets**

The Council is required to ensure that it breaks even on an annual basis by containing its net expenditure within +/-0.25% of RRL limits or £20,000, whichever is greater.

	2013/14	2012/13
	£	£
Net Expenditure	(3,132,768)	(2,910,206)
RRL	3,133,749	2,918,502
Surplus/(Deficit) against RRL	981	8,296
Break Even cumulative position(opening)	101,253	92,957
Break Even cumulative position (closing)	102,234	101,253

Materiality Test:

	2013/14	2012/13
	%	%
Break Even in year position as % of RRL	0.03%	0.28%
Break Even cumulative position as % of RRL	3.26%	3.47%

NOTE 26 LOSSES AND SPECIAL PAYMENTS

26.1 Special Payments

There were no other special payments or gifts made during the year.

26.2 Other Payments

There were no other payments made during the year

26.3 Losses and Special Payments over £250,000

There were no losses or special payments over £250,000 during the year.

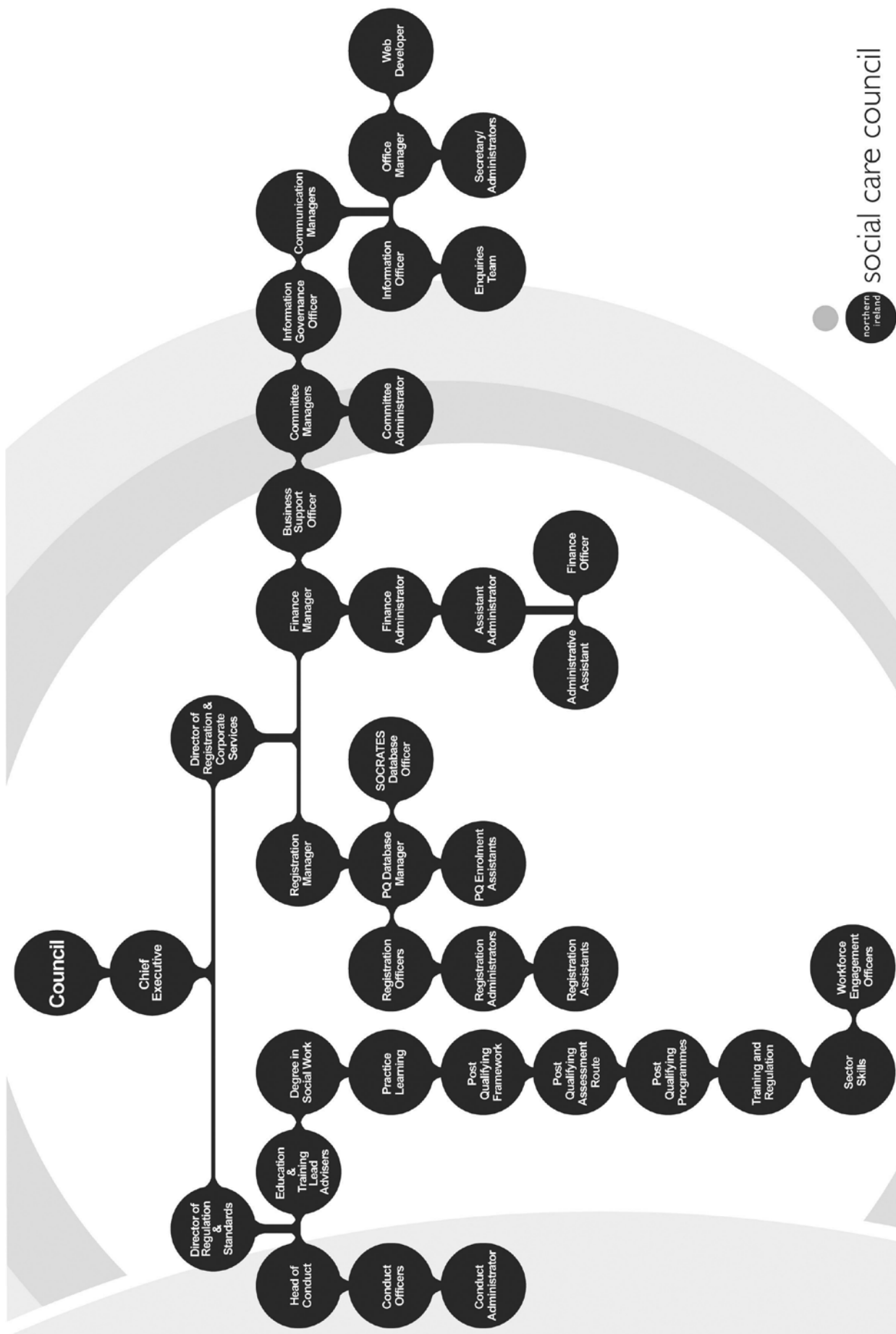
NOTE 27 POST BALANCE SHEET EVENTS

There are no post balance events having a material effect on the accounts.

DATE AUTHORISED FOR ISSUE

The Accounting Officer authorised these financial statements for issue on 9th July 2014

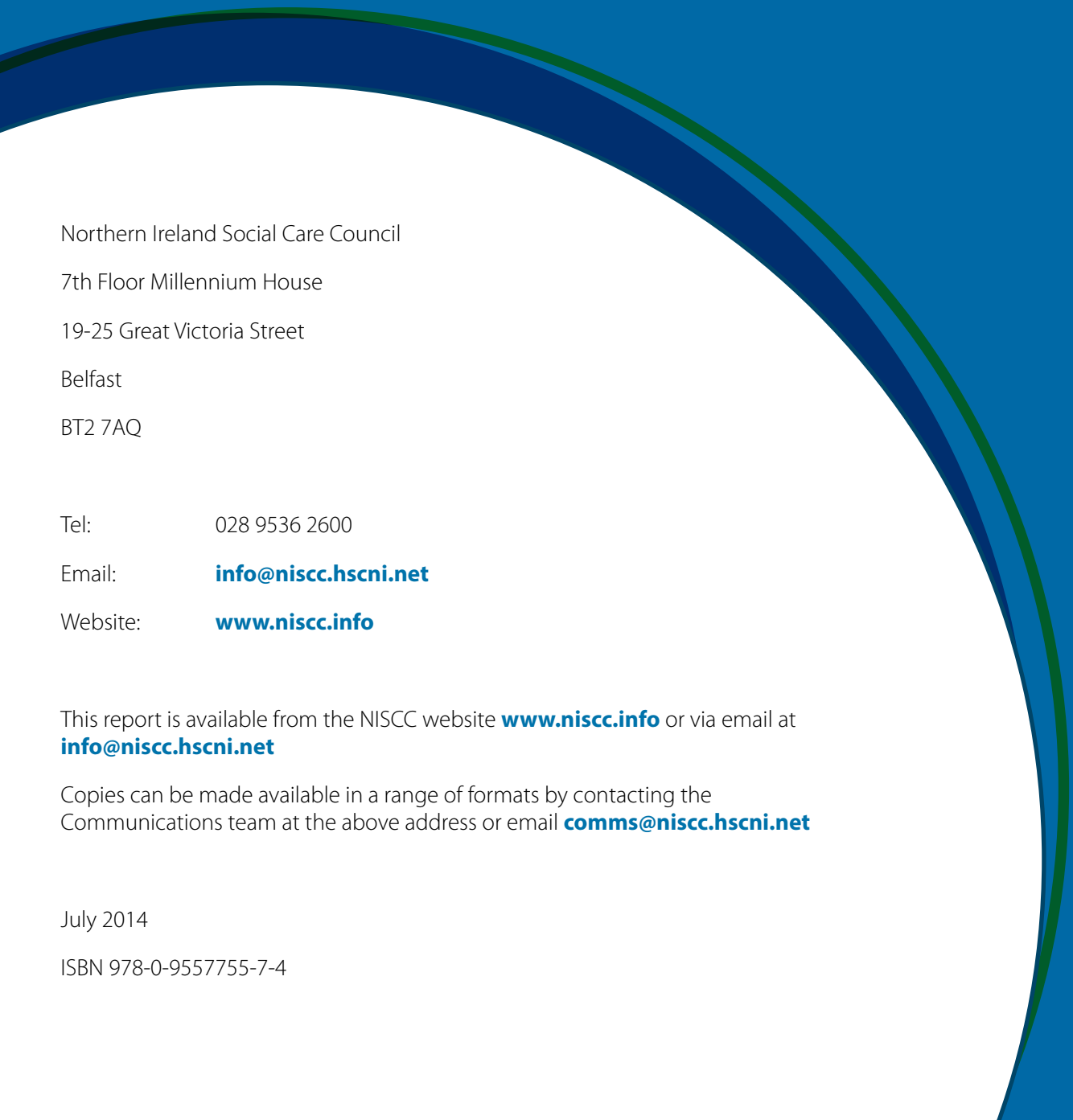
Appendix 1 - NISCC Organisational Chart



Appendix 2 - Glossary of Terms and Abbreviations

AYE	Assessed Year in Employment (for newly qualified social workers)
BSO	Business Services Organisation
CETV	Cash Equivalent Transfer Values
DHSSPS (NI)	Department of Health, Social Services and Public Safety (Northern Ireland)
FPL	Finance, Procurement and Logistics (system)
FReM	Financial Reporting Manual
HRPTS	Human Resources, Payroll and Travel & Subsistence (system)
HSC	Health and Social Care
HSCT	Health and Social Care Trust
IIP	Investors in People
KSF	Knowledge and Skills Framework
MSFM	Management Statement and Financial Memorandum
NDPB	Non-Departmental Public Body
NISCC	Northern Ireland Social Care Council
NOS	National Occupational Standards
PQ	Post Qualifying (social work education and training)
PRTL	Post Registration Training and Learning
QCF	Qualification and Credit Framework
RQIA	Regulation and Quality Improvement Authority
SCIE	Social Care Institute for Excellence
SfCD	Skills for Care and Development
SOCRATES	Social Online Care Registration and Training Education System
STA	Single Tender Action





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July 2014

ISBN 978-0-9557755-7-4