



**The annual report and accounts of the
Northern Ireland Social Care Council
2015/16**
www.niscc.info

Promoting high standards of conduct and practice for social
care and social work in Northern Ireland

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The Northern Ireland Social Care Council Accounts for the Year ended 31 March 2016

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

5 August 2016

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Introduction by The Chair

I am delighted to present the Northern Ireland Social Care Council's 15th Annual Report and Accounts. This report covers the period from 1 April 2015 to 31 March 2016.



This report covers the period from 1 April 2015 to 31 March 2016. It will give you an insight into the key responsibilities of the NISCC and achievements of the organisation towards 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'.

Against the backdrop of a challenging financial environment I am pleased to report that the organisation has made significant progress in each of these key areas.

Protecting the public

In June 2015, the Health Minister announced his Department's intention to extend registration to all social care workers in Northern Ireland. NISCC has set in place arrangements to register these staff groups on a phased basis, with completion scheduled for March 2017. At that stage, we will have approximately 35,000 members on our register.

This is an important development as Northern Ireland is the first region in Europe to undertake registration for all social care staff. Social care workers represent the largest and most diverse group of staff within Health and Social Services. Although this initiative presents significant challenges for our organisation, it does, we believe, considerably strengthen the protection offered to the public through workforce regulation.

Raising the standards of social care practice

In November we launched our new Standards of Conduct and Practice for social workers and social care workers. These set out very clearly what is expected in terms of an individual worker's Conduct i.e. values, attitudes and behaviour as well as standards for their Practice which outline the knowledge and skills required for competent practice.

These represent another important element in the establishment of a system that best provides for the needs of the 250,000 people who use social care services each day. Several events and seminars have been held in order to raise awareness of these new Standards. This was complemented by our March 2016 conference for social care workers which showcased best practice as a means to achieving better outcomes.

Strengthening the professionalism of the workforce

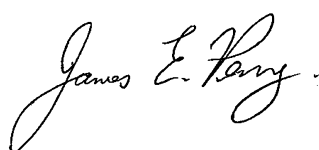
During the year, we also launched a revised framework for social work professional development. Professional in Practice provides professional credits and certified awards for social work learning and development. This enables social workers to meet the NISCC Post Registration Training & Learning requirements for their professional registration and gain recognition for their learning at the same time.

Council has in place robust arrangements to support the achievement of the NISCC objectives. The organisation remains committed to best practice in terms of Corporate Governance. I am confident that the significant achievements of the last year

leave the organisation well positioned to continue to protect the public, safeguard standards and promote professionalism.

None of these achievements would have been possible without the input of a broad range of contributors. I would like to acknowledge the dedication of staff and fellow Council members in taking forward these key developments. We are also fortunate to have significant input from a broad range of stakeholders, including service users and carers, as well as other key stakeholders such as employers, education providers, professional bodies, representative associations and partner professions across Health and Social Care. We look forward to continuing this partnership.

I am pleased to commend this Annual Report.



Jim Perry, **Chair**

Northern Ireland Social Care Council



Section 1

Performance Report

Performance Report Overview

Organisational Performance, April 2015 – March 2016

Statement by the Chief Executive, Colum Conway



I am pleased to present this Annual Report and Accounts for the period April 2015 to March 2016. This has been a year of many significant achievements for the NISCC which are detailed in this overview.

Most notably, following the Minister for Health's announcement to extend the roll out of registration to the Domiciliary Care and Day Care workforce, we commenced a programme of engagement with this workforce, their employers, and interested bodies to ensure we support their registration with the NISCC. As an on-going reflection of our commitment to supporting the social care workforce we held an event in March 2015 'Best Practice: Better Outcomes' which was extremely well received and gave social care workers an opportunity to share best practice and participate in a number of workshops.

Following periods of consultation, we launched the new Professional in Practice (PiP) Framework in June 2015, followed by the launch of the new Standards for Conduct and Practice (which replace the previous Codes of Conduct). The Standards will provide the framework through which we will continue to challenge ourselves as the regulator of the social care workforce to ensure we are delivering our services to the highest quality.

These achievements were delivered at the same time as delivering our core day to day business and finding better ways to improve our services and information, including the launch of a new online Portal and a revamped website. More and more people are engaging with us using technology and

we need to be able to respond to that and match the ways in which we engage with the needs of those to whom we provide a service.

There is no doubt that NISCC, alongside others in the wider HSC, are working within continually reduced resources (of 10% in 2015/16 and a further 10% reduction in 2016/17) and this means continually working smarter and making sure we are doing the right things in the right way. This will remain a challenge as we move into 2016/17 and beyond. Working in an environment of reduced resources is always a challenge, and we were therefore delighted to be re-accredited this year with Investors in People (Bronze status).

We are also developing a new four year Corporate Plan which will be aligned for the Programme for Government and will be more outcome based – this will help us ensure we are continuing to make real and effective change in delivering all aspects of our business.

An overview of the NISCC's performance during 2015/16 is set out overleaf detailed against our Strategic Objectives.

STRATEGIC OBJECTIVE 1

The NISCC will improve the quality of social care and ensure a safe social care workforce through workforce regulation

Registration

Roll-Out of Registration

The Minister for Health, Social Services and Public Safety announced the further roll out of registration in June 2015 to the Domiciliary Care and Day Care workforce. The NISCC already registers all of the remaining workforce – including social workers, managers of residential and day care and domiciliary care, adult residential care managers, and students studying for a Degree in Social Work. This was an important announcement which recognised the important and valuable role Domiciliary and Day Care workers provide to people in Northern Ireland. The registration of this workforce will mean that around 15,000 additional social care workers will be registered with the NISCC by end March 2017 (bringing the total number of those registered to around 35,000).

Following the Minister's announcement, the NISCC developed a plan to work with the domiciliary care and day care workforce, employers and interested groups to help this new registered group understand –

- the role of the NISCC,
- how to get registered with the NISCC, and
- how being registered will support them in their professional role.

This is the final phase of compulsion of registration planned for the remaining social care staff in domiciliary care, day care and supported living settings. Engagement with

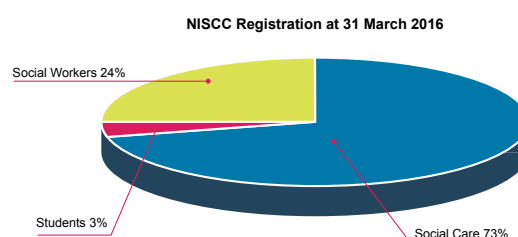
employers commenced in the summer and was well received with overwhelming support for the roll out of registration. Employers worked with the NISCC to ensure their staff registered within agreed timelines.

During the year the NISCC received 7,931 new applications for registration with 32.6% of these arising from the roll out to the remainder of the social care workforce (domiciliary and day care workers).

The NISCC Social Care Register

As explained above, the NISCC has a statutory role to ensure the social care workforce is registered and that the register is kept up to date at all times. This is important to ensure that anyone checking the public register can be assured that the information provided is reliable, accurate and up to date. To manage the Register the NISCC has a wide range of Key Performance Indicators (KPI's) to assist it in ensuring the Register is maintained to a high quality and in a timely manner (additional information on the NISCC's KPI's can be found at page 22 of this Report).

At the end of March 2016, there were 24,478 registrants on the Register (which is an overall increase of 7.1% (1,625) on the same period last year). A breakdown of the Register is shown in the graph below.



Social care workers represent almost three quarters of the NISCC Register (73%) which equates to 17,959 social care workers. In addition to this the NISCC managed 1,030 renewals for registration during the year.

NISCC Online Portal

Significant work went into the development and improvement of the NISCC online Portal, resulting in a more user-friendly experience. The NISCC received feedback from users following its launch, and taking these comments on board developed a number of changes to improve the accessibility and usability of the system. For example, the application section of the Portal was strengthened by providing more guidance links and the functionality of the employer section was extended allowing employers to check on existing registrants' status, as well as the progress of on-going applications.

Promoting the use of the Portal for applicants, existing registrants and employers was a key activity throughout the year and this was done through various events, and updates in newsletters and on social media.

All of this work culminated in the launch of a new look version of the online Portal in November 2015. As well as being much easier to navigate, the new-look edition of the site includes additional functionality for applicants, registrants, and employers.

Applicants and registrants can now upload their ID documents and pay their application fee directly from within the online application.

Employers are able to monitor when their staff's annual fees, renewals, and conditions are due, as well as seeing which of their employees are currently on the NISCC

register, and which employees have been removed and need to reapply.

During the year the NISCC also added a new "Professional in Practice" (PiP) area to the site to allow qualified social workers to record their CPD activity on the portal as PiP Credits.

The NISCC has seen an increase in the amount of portal users, with 17,024 individuals now signed up to use the site.



At the end of March 2016, of the 8,961 applications and renewals received, 83.5% were completed using the online portal, representing an increase of nearly 30% in 2014/15. This was in excess of NISCC's expectations and targets and will be used to continually improve and promote the Portal during 2016/17.

Regulation

Investigations into Complaints about the Social Care Workforce

The NISCC has an important role in investigating complaints about the conduct of the social care workforce. While the greatest majority of those who practise as social workers or social care workers perform their important roles to the highest standard, where this falls short for any reason, it may result in a referral to the NISCC to investigate and in doing so consider whether that individual should remain on the NISCC Register as fit to continue to practise in that role.

During 2015/16 the NISCC continued to deliver its conduct function and ensured that complaints received in relation to the conduct of registered social workers or social care workers were investigated within

agreed rules, policies and procedures in accordance with the highest standard of regulation.

A total of 265 complaints of alleged misconduct by NISCC registrants were referred to the NISCC Council during 2015/16. The risk to the public in each case was assessed and a total of 16 registrants were subject to an Interim Suspension Order to prevent them from practising in social care pending the outcomes of the cases.

Conduct hearings were held in respect of 23 registrants and the outcomes were as follows –

- 7 registrants were admonished
- 4 registrants were suspended from the Register
- 10 registrants were removed from the Register
- 2 faults not found

By 31 March 2016, 9 cases of alleged misconduct had been transferred for future consideration at Conduct Hearings.

The NISCC also referred 12 social care workers' applications for registration to the Registration Committee, relating to their suitability to work in social care services. In total, 4 social care workers were refused registration; 3 were registered with a condition; and five were registered.

Standards of Conduct and Practice

Following a public consultation exercise, the new Standards of Conduct and Practice for Social Workers and Social Care Workers were formally launched on 30th September 2015. These replaced the Codes of Conduct. The launch was followed by a number of promotional events across Northern Ireland for registrants and employers, and over 1,000 people attended. All registrants were provided with a copy of the new Standards and a number of on-line resources were developed on the NISCC website to ensure effective promotion throughout the sector.

The Standards came into operation on 1 November 2015 and efforts will continue in the coming year to ensure the Standards are embedded in practice.

The new Standards were launched at the Cedar Foundation Ardkeen Supported Living facility. In addition to the roadshows mentioned above, information leaflets and promotional films were published to explain the new standards and how they apply to daily practice. 30,000 copies of the standards were printed to ensure that a copy of the standards is available for every NISCC registrant. Views on the new standards and workforce regulation were broadcast in the NVTV community channel.



Fitness to Practise

Following the outcome of a public consultation on the new Fitness to Practise model for which there was overwhelming support, the NISCC commenced work with the DHSSPS to bring forward amendments to the Health and Personal Social Services Act (NI) 2001 to give effect to the proposed changes under the new Fitness to Practise model (which will replace the current conduct model).

To underpin the legislation and in advance of moving to the new Fitness to Practise model, NISCC carried out a review of its conduct function against the Professional Standards Authority Standard for Regulations. This work helped inform the development of new policies and procedures to support the implementation of Fitness to Practise which were also aligned to best practice standards.

The NISCC also produced a new set of Fitness to Practise Rules and facilitated training for staff and Committees.

The NISCC will be engaging its stakeholders during 2016/17 to help inform them about the key changes arising from the Fitness to Practise model which provides for a wider range of sanctions that are more reflective of fitness to practise, and are based on the principle of 'impairment'.

STRATEGIC OBJECTIVE 2

The NISCC will ensure that qualifications and standards deliver a skilled and committed Social Care Workforce

Workforce Development



NISCC's Professional in Practice (PiP) was launched on 1 June 2015 at Crumlin Road Gaol. It is the Continuous Professional Development (CPD) framework for registered social workers in Northern Ireland. This framework provides professional credits as recognition for CPD activity and professional certificated awards for learning



and development that is assessed against a set of professional standards. NISCC Chief Executive Colum Conway welcomed 300 social workers and other guests to the launch which featured a range of presentations and animations to showcase all that PiP can offer.

As a follow up to the launch, NISCC delivered 35 workshops across Northern Ireland to promote PiP to almost 600 participants (including social workers and line managers). The wide range of organisations who took part included the five HSCTs, the Education Authority, the Youth Justice Agency, Voluntary sector organisations, and NIGALA.

During 2015/16 there were 2,416 social workers from all sectors actively engaged in undertaking formal learning and development within the PiP framework, through a range of approved programmes or by preparing for assessment on an individual basis.

2015/16 Post Qualifying Social Work Awards

NI Consolidation Award in Social Work	83
NI Specialist Award in Social Work	55
NI Leadership and Strategic Award in Social Work	6
Total	144

Post Registration Training and Learning (PRTL)

The standard of Post Registration Training and Learning (PRTL) submissions in 2015-2016 continued to be of a very high standard. There was clear evidence of innovative practice and submissions were well structured and had joined up their learning and development, records of PRTL activity, personal statements and personal development plans.

The NISCC carried out an audit of social workers' compliance with the PRTL requirements in June and December 2015. A total of 5% were audited at each submission point of social workers who renewed their registration during 2015. The NISCC also carried out a similar audit of 5% of social care managers who renewed their registration during 2015. This formed part of NISCC's assurance regarding post registration for social workers and social care managers.

Assessed Year in Employment

The NISCC issued revised Assessed Year in Employment (AYE) Guidance for Registrants and their employers in December 2015. To strengthen quality assurance arrangements an annual audit of AYE will be undertaken from 2016/17 to ensure re-standardisation regionally across all employers. Following completion of the AYE all social work registrants have a further condition attached to their registration that they will complete two PiP requirements in the next 3 years before renewal of registration.

Degree in Social Work

Following the Review of the Degree in Social Work in 2014 which confirmed the Degree delivers to a high standard, an Implementation Plan was agreed to take forward key actions arising from the Review. These actions were focused on refinement, responding to changing contexts and to future proof what is delivered. These actions were undertaken in partnership with key

stakeholders. Outcomes from this first year of the Plan included a curriculum review and refresh by both course providers, the implementation of the revised Framework Specification for the Degree and the development of a plan to widen engagement of service users and carers in the Degree. On-going work includes a review of the part time route for the Degree and the allocation of practice learning opportunities.

Regional Strategy for Practice Learning 2010-2015

The NISCC was tasked to take forward the Regional Strategy for Practice Learning to ensure a consistent supply of high quality and relevant Practice Learning Opportunities (PLOs) for social work students. It was completed in 2015 and confirmed outcomes for this year which included:

- Every social work student has had at least one PLO in statutory social work in children's services;
- All social worker students in their final PLO have a social work practitioner on site;
- A Practice Learning Database which was put in place during 2015/16 will enable collation and analysis of data in all aspects of practice learning provision.

Promoting Social Work Career Choices

Building on the success of the Ambassadors for Careers in Care project, the NISCC convened a reference group of key stakeholders with a view to developing a similar model for social work. The project aims to strengthen the social work identity by raising the profile of social work and promoting the role as a valuable worthwhile career. The scheme also enables potential Degree in Social Work applicants to make more informed career choices by providing up to date information on entry requirements and what the job entails. By end March 2016, twelve Social Work Ambassadors were trained across a range of organisations in the statutory, voluntary and independent sectors.

Qualification Development for Social Care Workers

The NISCC continued to work collaboratively with the DHSSPS, the HSC Board and employers to identify the training needs of the social care workforce to support the implementation of 'Transforming Your Care'. Engagement with employers identified the need for new qualification development in specified areas. This work commenced this year in collaboration with the NISCC's Workforce Development partners. Part of this work has included the development of a Qualifications Panel, comprising representation from social care employers across the sector. This will be developed further in 2016/17 including the development of a NISCC kite-marking scheme for vocational qualifications.

Workforce Development Partnership

The Workforce Development Partnership met on three occasions throughout the year. The September meeting took the form of a workshop which followed the 3 Horizon model and focused on an exploration of the group's long-term shared aspirations for workforce development, the opportunities and barriers that may exist in the short and medium term and, identification of a range of strategic actions which need to be taken now. This work will take shape during 2016/17.

Mobile Learning Apps

Apps which can be accessed by Smartphones and tablets have proved a useful way for the NISCC to increase access to learning for the social care workforce. The NISCC has therefore continued to promote awareness and uptake of all its apps throughout the year.

The third "Understanding Child Development" app was launched in June 2015. The 0-6 App continues to be the most successful of the three Apps with users now at over 33,000 and downloads across 193 countries.

The Domiciliary Care Toolkit App was promoted in September 2015 at the Commissioner for Older People, Northern Ireland (COPNI) "Domiciliary Care Summit – What Needs to Change", and at a range of meetings with sector employers and stakeholders.

STRATEGIC OBJECTIVE 3

The NISCC will raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders

Increasing public awareness of the NISCC's role in raising standards in social care

The NISCC hosted the "Best Practice: Better Outcomes" social care conference in March 2016. 130 social care workers and managers attended the event and took part in workshops showcasing best practice in social care for older people, learning disability and dementia care.



The event was also streamed as a pilot for the HSC Zoom service (which is web streaming service). Presentations and a recording from the event was published on the NISCC website and shared through social media. News stories, interviews and pictures from the workshops were shared with local papers to promote social care best practice and NISCC regulation to people in those local communities.

Promoting the positive contribution of the social work and social care workforce in NI

NISCC Ambassadors for Social Work and Careers in Care promoted social work and social care as positive careers choices in schools, colleges and at employment events. During the year, Ambassador Visits and events were promoted on the NISCC website and shared on NISCC social media sites. Profiles of Ambassadors from Leonard Cheshire were published in the Lurgan Mail. These pieces outlined the range of skills required for social care work and the career opportunities available.

The NISCC PiP Awards ceremony (October 2016) was an opportunity to recognise and share the hard work and commitment of social workers who had achieved awards on the Professional in Practice Framework. The event and the achievements were promoted on NISCC online platforms. News and pictures were also published in the Antrim Guardian.





NISCC also shared news from social work and social care celebratory events across the Health & Social Care Trusts and in the voluntary and independent sectors.

NISCC communications have supported the planning, promotion and management of the annual Social Work Awards; developing and hosting the online applications. The NISCC news article celebrating the finalists of the 2015 Awards was printed in the Ulster Tatler. With a readership of almost 300,000 people, this feature raised awareness about excellence in social work across Northern Ireland.

A series of news features were also developed for the NISCC website and social media to encourage people to enter for the 2016 awards, or to nominate a person or team. The 2016 event will be held in Armagh in November 2016. The awards were launched on 15 March 2016.



Promoting Social Work and Social Care as Regulated Professions

The NISCC worked with a range of stakeholders to raise awareness about workforce regulation and professional standards. NISCC staff presented the benefits of workforce regulation towards raising care standards at conferences and seminars hosted by the United Kingdom Homecare Association, NICON, NIASW, the Social Work Strategy and the Health and Social Care Board.

At the Joint HSC Regulators Assembly Event held in June 2015, NISCC discussed social work and social care regulation with public and political representatives. It was also an opportunity to strengthen links with other HSC regulators and to promote service user and carer involvement in Health and Social Care regulation.



Engaging with registrants and employers to develop understanding about workforce regulation and the application of professional Standards of Conduct and Practice

Briefings and eNews stories were distributed to registrants and employers to raise awareness about training opportunities, social care successes and policy developments affecting the sector. Information packs to support workforce registration were developed and shared with employers of new registrant groups.

NISCC hosted five lunchtime seminars to share research and promote best practice in: Tackling Domestic Abuse, Social Work Research into Home Visits with Families, Transforming Your Care, Social Workers and Asylum Seekers and Social Worker's resilience. Presentations and video recordings of the events were published on the NISCC website and NISCC YouTube channel. The January 2016 seminar on Asylum seekers was broadcast on NVTV (Northern Vision Television).

Reviewing and Improving Customer Services

NISCC Customer Services provide a central point of contact for customer queries and requests for assistance. The Customer Service team members undergo a rolling programme of training to build their knowledge of all areas of the NISCC business. This enables them to assess and resolve a customer's needs. Each month, customers who have contacted the Customer Service Team for assistance are invited to provide feedback on their experience of the service through an online survey.

Customer Service Activity Report

- 14,303 people contacted NISCC Customer Services in 2015/16
- 53% contacts by telephone & 47% by email
- 71% of requests for assistance were from registrants
- 87% of people surveyed stated they found their experience of the Customer Service Team was 'Fair – Excellent'.

NISCC Website - www.niscc.info

Following customer feedback during 2015/16, the website was redeveloped to provide information tailored to stakeholder groups and to support wider use of images and video. The site was also moved to a new platform to offer greater stability and accessibility for users.

- Average of 14,300 visits/sessions per month
- 52% viewed the site from a desktop
- 33% viewed the site using a mobile device
- 15% viewed the site using a tablet



Twitter – @NISCC_Comms

Twitter allows for real time discussion of issues and feedback on any concerns that followers may have. It also allows for live comment and feedback from events and workshops whilst they are in progress.

NISCC operates two Twitter accounts:

- https://twitter.com/NISCC_Comms is managed by NISCC Comms to share and discuss issues on behalf of NISCC and social care partners.
- <https://twitter.com/ColumConwayNISC> is used by the Chief Executive to share his perspective on issues affecting NISCC and the sector
- During 2015/16:
 - > 286 Tweets issued
 - > 1164 Total Followers
 - > 429 New Followers
 - > 431 Mentions
 - > 8,777 Profile Visits

Facebook – www.facebook.com/niscc

Facebook provides an excellent platform for displaying news and photos for NISCC and its social care partners. It is particularly helpful in promoting social care to younger stakeholders or those who do not use email or a PC. NISCC has used Facebook to share visits by Social Care Ambassadors to schools and colleges; to raise awareness about service user issues such as Learning Disability day and to promote excellence in Social Work and Social Care.

- During 2015/16:
 - > 107 Posts
 - > 31 Shared Posts/Links
 - > 576 Current Likes
 - > 2322 Users Engaged
 - > 32,853 Total Reach

You Tube – www.youtube.com/theniscc

The NISCC You Tube channel is a low cost method of making video clips demonstrating the positive aspects of social care and social work and to make them widely available. The channel has clips of the new Standards of Conduct and Practice, PiP Framework, NISCC Social Care Ambassadors, and Lunchtime Seminars. It is also used to share clips for partners on related themes such as the Social Work Awards and Transforming Your Care.

Corporate Services

To ensure the NISCC has the necessary resources, people, governance and estates management arrangements in place to deliver its strategic objectives.

The NISCC manages a number of its back office corporate functions through Service Level Agreements with the Business Services Organisation (BSO) – these include, finance, HR, audit, procurement, IT, legal, and equality. The NISCC retains a small support service in respect of some of the areas covered by the SLA's in terms of governance and liaison.

The NISCC is also a customer of the Shared Services Centres for payroll, income and recruitment. During 2015/16 the NISCC joined discussions to extend shared services to other areas including information governance, premises management and health and safety. Work will continue on this potential extension of shared services during 2016/17.

Resources

The accounts of the Northern Ireland Social Care Council are set out in the Accountability and Audit Report of this Annual Report and Accounts for 2015/16. The NISCC managed its accounts through a robust framework and within guidelines and broke even at year end. This included delivering a Savings Delivery Plan to manage a 10% reduction on its budgetary allocation for 2015/16.

People

NISCC was successful in retaining its IIP re-accreditation, and retained its Bronze status award. As part of this process the NISCC will be revising its Continuous Improvement Plan to include recommendations arising from the review to build and improve on good practice arrangements.

The NISCC has embedded the Knowledge and Skills Framework (KSF) over the last four years and all staff have had a performance appraisal carried out under the KSF framework including the development of new objectives and a Personal Development Plan for the year ahead. As a result of this work 98% of staff had an annual appraisal completed by June 2015 using KSF.

NISCC staff participated in the regional HSC Staff Survey in December 2015. The results of the Survey are expected during 2016/17 and these will be used to develop an action plan to make improvements where these are required.

Governance

The NISCC complied with its governance arrangements and framework during 2015/16 which included the development of a new Corporate Risk Register, Operational Risk Register and overarching Assurance Framework. In doing so, the NISCC remodelled its Risk Registers to ensure they reflected best practice and delivered risk management training to teams. In addition all new staff appointed received risk management training.

The Risk Management Committee (which is chaired by the Director of Registration and Corporate Services) and which reports to the Audit and Risk Assurance Committee, also developed a self-assessment questionnaire (based on the Audit Self-Assessment pro-forma) to ensure it was effectively managing risk and providing the right level of assurance to the Audit and Risk Assurance Committee, and Council. To reflect this, the Risk Management Committee also updated its Terms of Reference.

During the year the NISCC continued to develop its Information Governance arrangements, and as a result of this, folded in the work of the Information Governance Group into the remit of the Risk Management Committee. The reasons for this were three-fold: - risk management reviews all risks in a detailed manner including information governance, and secondly the NISCC's Information Asset Owners are also members of the Risk Management Committee. Finally the Chair of the Risk Management Committee is also the Senior Information Asset Owner for the NISCC.

The NISCC carried out a Business Continuity Test Exercise during 2015/16. It was evident from the exercise that Business Continuity has been well embedded in the NISCC over the last couple of years, with members fully understanding their roles and the need to take early measures to manage any potential events. Minor amendments were made to the Business Continuity Plan and Strategy which will be ratified during 2016/17.

Estate

The NISCC developed a Property Asset Management Plan during 2015/16 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 2016/17.

The NISCC also formed an Accommodation Working Group during the year to review the NISCC's accommodation needs ahead of its current lease expiring during 2016/17. A draft Business Case was developed and submitted to the Department. This work will be finalised during 2016/17 to secure sustainable accommodation needs for the NISCC over the next five years.

Personal Public Involvement (PPI)

Report 2015/16

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 carers and people who use social care services.

The Partnership welcomed new members this year Emma Tinsley, Gerard McWilliams and Rionach Campbell who brought a wealth of experience to the partnership and have been actively engaged in the work with NISCC.

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

The Participation Partnership's role is to 'Challenge, Influence and Advise' the work of the NISCC. During 201/15, the Participation Partnership did this by:

- Workshop engagement with the NISCC Workforce Development Team and NISCC Council in relation to the Principles of Participation
- Development of NISCC's Professional in Practice (a continuous professional development framework for registered social workers in Northern Ireland). Additionally, a member scripted and provided the voice over for an animation used at the launch to highlight the importance of CPD from a service user perspective
- Inclusion of a member and her daughter in a film produced to promote the NISCC Standards of Conduct and Practice
- Design and co-delivery of training for the new SW Ambassador Scheme
- Development of easy read versions of the NISCC Standards of Conduct and Practice
- Contribution to external consultations (draft document Cooperating to Safeguard Children and Young People in NI, PSA regulation report)
- Contributing to the process for selecting a shortlist of finalists for the SW Awards
- Production of a chapter of a social work text book ("Doing Relationship Based Social Work. A Practical Guide to Building Relationships and Enabling Change") due to be published by Jessica Kingsley Publishers
- Held a joint workshop with Council on the Principles of Participation.

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 2015/16 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 six weekly basis and will continue with this.

Engaging with Service Users & Carers to ensure they effectively inform and influence the work of Council

NISCC supported members of the NISCC Participation Partnership for service users and carers to ensure they engaged fully in NISCC business development and decision-making. NISCC is a member of the HSC Regional Personal and Public Involvement (PPI) Forum and supported the launch of the Regional PPI training for HSC staff. NISCC staff contributed to the establishment of the HSC Staff Disability Forum which was launched in March 2016. Representatives from Sense NI, MacMillan, Marie Curie and a person speaking on behalf of people with a learning disability presented to NISCC staff to develop their understanding of the service user and carer perspective.



Performance Report

Performance Analysis

The NISCC set ten business objectives in 2015/16 in support of its overarching strategic objectives. The NISCC is pleased to report that all of its objectives were delivered during the year. It was supported in doing so by a wide range of performance indicators and KPI's across all aspects of its business. The core indicators are set out below –

REGISTRATION

KPI	TARGET	OUTCOME
Process 90% of completed applications within 15 days	90%	90%
Complete 90% of removals within 20 days	90%	91%
Increase the number of Registrants using the Online Portal to register to 70%	70%	84%

COMMITTEE

KPI	TARGET	OUTCOME
Conclude 90% of conduct hearings under the conduct procedure within 5 months of date of transfer	90%	90%
Conclude 90% of conduct hearings under the health procedure within 8 months of date of transfer	90%	50%

CONDUCT

KPI	TARGET	OUTCOME
Conclude 90% of conduct cases within 15 months of opening the case	90%	92%
Conclude or refer to a conduct hearing, 80% of cases at investigation stage within 7 months	80%	74%
Conclude or refer to a conduct hearing, 85% of cases at investigation stage within 12 months	85%	87%

WORKFORCE DEVELOPMENT

KPI	TARGET	OUTCOME
Conclude the QA process for 100% of approved social work education & training providers within 3 months of receipt of annual reports.	100%	100%
Conclude 100% of annual audits of social workers and social care managers PRTL within 3 months of the commencement of the audit.	100%	100%
Provide a minimum of 30 face to face engagement opportunities with social workers and social care workers to promote and support continuous learning and development	100%	100%

COMMUNICATIONS

KPI	TARGET	OUTCOME
Work with stakeholders so that at least 70% can state that the communication they receive is useful and delivered in a suitable	70%	72%
Work with stakeholders in the social care sector so that at least 70% can report that they have a positive understanding and awareness of the contribution NISCC makes to quality and standards in social care	70%	72%

CORPORATE SERVICES

KPI	TARGET	OUTCOME
Respond to 100% complaints about NISCC staff and/or its services within 20 working days of receipt	100%	100%
Comply with our legal obligations to respond to FOI queries (within 20 working days) and DPA requests (within 40 calendar days)	100%	100%
Deliver breakeven target of 0.25% or £20k (whichever is the greater)	0.25%/£20k	0.19%
Pay 95% invoices upon full completion/receipt within 30 days	95%	96%
98% of staff have an annual appraisal completed and a new learning plan and objectives set by May 2016	98%	98%
Maintain sickness absence levels to below 3%	3%	3.93%

Performance Analysis

The KPI's are showing a steady trend (based on the previous three years) however as stated above, the increase in registration will need careful observation to ensure this is effectively managed in future years without any detriment to the level of service currently being provided. The review of KPI's and standards alluded to will also take this into account (including the potential impact of the roll-out of registration on other business areas – including conduct).

There are normally relatively few Conduct Hearings carried out under the Health Procedure. In 2015/16 there were two such hearings and one of them was outside the target due to external factors which resulted in a 50% achievement against this particular target. We will continue to review factors that can unduly influence due process in this way through continued engagement.

The NISCC staff absence rate (and associated KPI) was not met during 2015/16. While the NISCC recognises that its target (of 3%) is lower than other HSC organisations it has until now found this manageable. Work will therefore be taken forward during 2016/17 to better understand the influencing factors around the increase in sickness absence to bring the target back online.

As is detailed in the body of this Report, the NISCC has delivered on a number of strategic and business priorities during 2015/16. It has launched two significant policy pieces – the new Professional in Practice Framework and the new Standards of Conduct and Practice. Operationally it has launched a new online portal with enhanced functionality and a new website.

The NISCC has delivered its agenda, and an expanding registered social care workforce (which increased by over 7% during 2015/16) within existing resources. It has also commenced a programme to review its KPI's and other performance and quality indicators to ensure these reflect the NISCC business going forward and the expectations of those who use NISCC's services.

The NISCC has a staffing resource of 64 (WTE) of whom 25% work on a part-time or compressed hours basis. Details of the NISCC's staffing composition and policies can be found in the staffing report in the Remuneration and Staff Report.

BUSINESS TRENDS

Registration

There has been an increase in volume of the number people registered with the NISCC (7.1%) which is largely as a result of the commencement of the roll out of registration to the domiciliary care and day care workforce. This growth in business will continue apace during 2016/17 as roll out continues (the current Register of over 24,000 is expected to increase to around 35,000 by end March 2017). This will need careful management within existing resources while managing the registration business to deliver high quality services to a much extended workforce.

Regulation

There has been a slow and steady increase in the volume of regulation activity over the last number of years. This work has been manageable under the current structure however this will need careful consideration as the team move to the Fitness to Practise model during 2016/17. In addition the roll out of registration is expected (over the medium term) to have an impact on the volume of regulation activity which will be managed under the Fitness to Practise arrangements.

Engagement

The NISCC managed a significant engagement programme during 2015/16 with thematic workshops, lunchtime seminars, launches of new policy and guidance, the roll out of registration and the new Standards of Conduct and Practice. The NISCC recognises that it will need to more of this during 2016/17 – primarily to embed the new Standards, promote the roll out of registration and promote the new Fitness to Practise model. To facilitate this the NISCC intends to use a greater range of communication tools and methods, including using an extended range of IT enabled services to get its messages across and to improve two way communication with the social care workforce, employers and others.

Performance in Relation to Environmental Matters

The Statutory Duty for Sustainable Development applicable to public authorities is set out at section 25 of the Northern Ireland (Miscellaneous Provisions) Act 2006 and applies to all Northern Ireland Departments and District Councils.

The six priority areas are:

- Building a dynamic, innovative economy that delivers the prosperity required to tackle disadvantage and to lift communities out of poverty;

- Strengthening society so that it is more tolerant, inclusive and stable and permits positive progress in quality of life for everyone;
- Driving sustainable, long-term investment in key infrastructure to support economic and social development;
- Striking an appropriate balance between the responsible use and protection of natural resources in support of a better quality of life and a better quality environment;
- Ensuring a reliable, affordable and sustainable energy provision and reducing our carbon footprint;
- Ensuring the existence of a policy environment which supports the overall advancement of sustainable development in and beyond Government.

The NISCC continues to be committed to ensuring it makes an active contribution to those areas which it can influence. Prominence is therefore given to the way in which the NISCC conducts its work to minimise, where relevant, a negative impact on these duties, but more importantly to make sustainable improvements wherever possible.

In support of this, the NISCC developed a Sustainable Development Report and plan as part of its commitment to reducing its carbon footprint and waste. It supported the engagement of an HSC Facilities Management Contract which has provided opportunities to support the sustainability agenda (new lighting, opportunities for better waste management, etc.). The NISCC also developed a wide range of environmental and waste management Key Performance Indicators to measure tangible improvements against its sustainability agenda. These are in line with the DHSSPS commitment to sustainability as expressed in its plan 'Focus on the Future.' The NISCC has put in place a number of positive actions across the following areas:

- Office Issues
- Estate Management
- People/Health & Wellbeing
- Procurement
- Travel

This has included clear procedures on the minimisation of waste and paper production. The continued promotion of the online Portal has also lead to a significant reduction in printing, copying and posting of registration and renewal paperwork. A copy of the NISCC Sustainable Development Report and Plan can be found on the NISCC website, www.niscc.info

POSITIONING

The NISCC is well placed to deliver solid and reliable performance in future years given the experience of its performance in recent years, and in particular during 2015/16. It has a sustainable and skilled workforce and solid business continuity systems in place including those required at a governance level.



Colum Conway, **Chief Executive**

Date 6 July 2016





Section 2

Accountability Report

Corporate Governance Report

Director's Report

Our Mission

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

Confidence

- Registrants are safe and competent to practise
- Systems of regulation are effective to protect the public from any risk

Competence

- Training is fit for purpose
- Training is evidence based
- Knowledge and skills are continually improved through lifelong learning

Credibility

- 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

Strategic Objectives, Aim and Principles

In order to fulfil our Mission in an increasing challenging environment, we have three strategic objectives which are –

- To improve the quality of social care and ensure a safe social care workforce through workforce regulation;
- To ensure that qualifications and standards deliver a skilled and committed social care workforce; and
- To raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders.

Our strategic objectives are supported by an overarching corporate objective to 'ensure the NISCC has the necessary resources, people, governance and estate management arrangements in place to deliver its business objectives'.

Our Aim is 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 is registered with the NISCC will be viewed as safe and competent to practise;
- 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.

We have agreed a set of principles in support of our work. These are –

- 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 and valuing diversity.

- Committed to Excellence: Continually seeking to improve what we do and how we do it.

The Northern Ireland Social Care Council

The NISCC was established in October 2001 under the Health and Personal Social Services Act (NI) 2001. It is a Non-Departmental Public Body 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 12 non-Executive Members who have responsibility for ensuring the Council’s strategic policies as

announced by the Minister of Health, Social Services and Public Safety, are successfully delivered. Details of the Council's structure and its membership can be found at Appendix 1 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 2.

The NISCC delivers its services from Millennium House, 7th Floor, 19-25 Great Victoria Street, in Belfast.

Equality

The NISCC is committed to promoting equality of opportunity for all. Details of good practice and training initiatives, including those relating to disability issues are outlined in the Equality and Human Rights section of this Report, and separately in the NISCC's Equality Progress Report which can be found on the NISCC website at www.niscc.info. The NISCC has an Equal Opportunity Policy in place that covers all aspects of equality within employment, including the obligations of the organisation under disability discrimination

legislation and protecting the rights and interests of Section 75 groups.

Staff Communication

The NISCC uses a range of methods to communicate with its staff. These include monthly team meetings which enable the sharing of corporate information together with updates on business and team performance, and team development. The NISCC also holds a number of short information sharing sessions to openly discuss matters which impact on NISCC as an organisation such as funding pressures, business delivery and strategic policy directions. The NISCC also produces an internal e-newsletter on a regular basis which keeps staff informed about business matters and social events.

Public Sector Payment Policy – Measure of Compliance

Details of compliance with better payments practice are set out in the Annual Accounts.

Information Governance

There were no recorded data breaches during 2015/16.

NISCC SENIOR MANAGEMENT TEAM



Colum Conway
Chief Executive



Mark Bradley
Director of
Registration &
Corporate Services



Patricia Higgins
Director of
Regulation &
Standards

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.

Colum Conway (Chief Executive) 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, IT Development, Procurement, Estates and Governance.

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

NISCC Council

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 must be 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 be a member of the legal profession. |

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

The Council is chaired by Mr James Perry, who was supported by 11 Members during 2015/16:

- | | |
|----------------------|------------------------|
| • Joe Blake | • Maire McMahon |
| • Neil Bodger | • Catherine McPhillips |
| • Geraldine Campbell | • Anne O'Reilly |
| • Julie Erskine | • Trevor Spratt |
| • Ruth Lavery | • Lee Wilson |
| • Brenda Maitland | |

Mr James Perry, was appointed Chair of Council on 15 April 2013 for a period of four years (until 14 April 2017) by the Health Minister following a public appointments exercise which was managed by the Public Appointments Unit. Council Members are listed at Appendix 1.

Council meets four times a year to consider issues of strategy and accountability. The meetings of Council are held in open session and are advertised in the press and at the NISCC reception in Millennium House. The agenda and minutes of Council meetings are also published on the NISCC website www.niscc.info Council also have strategic days during the year to focus on key areas of work and strategy, for example when developing the Corporate Plan.

Council carried out a 'Board Self-Assessment' during 2015/16 to ensure itself that it demonstrates good practice in all areas of governance and accountability. As part of this Council carried-out case studies to review key areas of work, and as a result of the Assessment and case study review, developed an action plan to strengthen and improve its governance arrangements within the NISCC.

The NISCC holds a Register of Directors' Interests which contains the declared interests of both Executive and Non-Executive Directors.

This is available to view at:

*Chief Executive's Office
NI Social Care Council
7th Floor
19-25 Great Victoria Street
Belfast
BT2 7AQ
Tel 028 9536 2600*

NISCC Committees

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 Ruth Lavery) assists the Council in the discharge of its functions by providing independent and objective review of the NISCC's control systems, financial information to 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 page 54.
- The Remuneration Committee (chaired

by Mr James Perry) advises the Council about appropriate remuneration and terms of service for the Chief Executive. It meets on an annual basis.

NISCC 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 consists of people who use social care services and carers, and its role is to challenge, influence and advise the work of the NISCC.
- Registrants Forum (previously called Registrants Partnership) consists of registrants and its role is to ensure the views of Registrants are adequately represented.
- Workforce Development Partnership consists of employers and its role is to help develop the skills of the social care workforce.
- Professional in Practice (PiP) Partnership consists of employers and Higher Education Institutions (HEI's) who are key to the delivery of the PiP Framework.

In addition to the NISCC Partnerships set out above, the NISCC has also established a Professional Issues Review Group which comprises both Council Members and staff to identify issues for NISCC coming out of developments on the future of social work in other parts of the UK, Ireland and the wider European Union.

Controls Assurance Standards

Annually the Department of Health, Social Services and Public Safety requires Health and Social Care organisations to achieve a target level of compliance with, and report on, a total of 22 Controls Assurance Standards, 13 of which apply to the NISCC.

HSC organisations are required to undertake a self-assessment for each applicable standard.

Each year core standards of Governance, Risk Management and Financial Management are independently assessed by Internal Audit. In 2015/16 compliance with the Information Governance Controls Assurance Standard was also subject to verification by Internal Audit.

During 2015/16, the Department expects all HSC organisations to achieve a substantive

level of compliance (75-99%) in all the applicable Controls Assurance Standards.

The Standards are about identifying and applying best practice and offering assurance that we are doing our reasonable best to control the risks to the achievement of our objectives.

The NISCC assessed its compliance against 13 applicable Controls Assurance Standards and the outcome of the assessment is outlined in the table below.

Action plans have been developed for all gaps in compliance identified in the 2015/16 assessment and will be monitored and reported to SMT, Audit and Risk Assurance Committee and Council throughout the forthcoming year.

Standard	DHSSPS Expected Level of Compliance	Level of Compliance Achieved	Reviewed by
Emergency Planning	Substantive	Substantive	Self-Assessed
Environmental Management	Substantive	Substantive	Self-Assessed
Financial Management	Substantive	Substantive	Internal Audit
Fire Safety	Substantive	Substantive	Self-Assessed
Governance	Substantive	Substantive	Internal Audit
Health & Safety	Substantive	Substantive	Self-Assessed
Human Resources	Substantive	Substantive	Self-Assessed
ICT	Substantive	Substantive	Self-Assessed
Purchasing and Supply	Substantive	Substantive	Self-Assessed
Information Governance	Substantive	Substantive	Internal Audit
Risk Management	Substantive	Substantive	Internal Audit
Security Management	Substantive	Substantive	Self-Assessed
Waste Management	Substantive	Substantive	Self-Assessed



Colum Conway, **Chief Executive**

Date 6 July 2016

Corporate Governance Report

Statement of Accounting Officer's Responsibilities

Under the Health and Social Care (Reform) Act (Northern Ireland) 2009, 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 accrual 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 suitably 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 of 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 Principle Accounting Officer for health and personal social services resources in Northern Ireland has designated Colum Conway 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.

Accounts for the Year Ended 31 March 2016

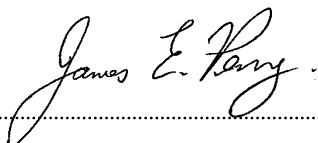
Certificates of the Chair and Chief Executive

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 80 to 114) which I am required to prepare on behalf of 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.



Colum Conway
Chief Executive
Date: 6 July 2016

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 80 to 114) as prepared in accordance with the above requirements have been submitted to and duly approved by the Council.



James Perry
Chair
Date: 6 July 2016



Colum Conway
Chief Executive
Date: 6 July 2016

Corporate Governance Report

Governance Statement 2015/16

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 CORU, 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 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 Council of NISCC does this by undertaking continuous assessment of its compliance with Corporate Governance best practice by the completion of an annual self-assessment.

The Council completed its self-assessment for year ended 31 March 2016 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 carried out Case Studies, 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 below –

Indicator	Council's Assessment
1. Board Composition and Commitment	
1.1 Board positions and size	Green
1.2 Balance and calibre of Board members	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	Green
2.2 Whole Board development programme	Amber/Green
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	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	Green
4.2 Internal stakeholders	Green
4.3 Board profile and visibility	Amber/Green

3. Governance Framework

The Council of NISCC should provide strategic leadership to the NISCC and comprises a Chair and 12 Members (there is currently a Council Member vacancy) 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 2015. The Management Statement and Financial Memorandum (MSFM) is currently under review with the Department. Meetings of the Council were held in open session four times during the year and records are maintained of the Council attendance. In addition, the Council held four Strategic Planning Sessions. During 2015/16 the Council attendance was:

Chair/Council Member	Attendance at Council During 2015/16 (%)
Mr James Perry, Chair	100%
Mr Joseph Blake, Council Member	75%
Mr Neil Bodger, Council Member	75%
Mrs Geraldine Campbell, Council Member	75%
Mrs Julie Erskine, Council Member	100%
Mrs Ruth Lavery, Council Member	100%
Brenda Maitland, Council Member	75%
Mrs Maire McMahon, Council Member	100%
Catherine McPhillips, Council Member	100%
Anne O'Reilly, Council Member	100%
Dr Trevor Spratt, Council Member	75%
Lee Wilson, Council Member	100%

* - percentage attendance of Council open meetings held since date of appointment

Attendance at Council Strategic Days, Committees and Partnerships is set out below:

	Council Strategic	Audit & Risk Assurance Committee	Remuneration Committee	Participation Partnership	Workforce Development Partnership	Professional in Practice Partnership
FREQUENCY OF MEETINGS IN 2015/16	4	4	1	7	3	3
J Perry	100%	N/A	100%	N/A	N/A	N/A
J Blake	100%	N/A	100%	N/A	N/A	100%
N Bodger	100%	N/A	100%	N/A	100%	N/A
G Campbell	75%	N/A	100%	100%	N/A	N/A
J Erskine	100%	100%	N/A	N/A	100%**	N/A
R Lavery	100%	100%	N/A	N/A	N/A	N/A
B Maitland	50%	N/A	N/A	80%	N/A	N/A
M McMahon	100%	100%	N/A	N/A	N/A	N/A
C McPhillips	75%	N/A	100%	N/A	N/A	66%
A O'Reilly	75%	100%	N/A	N/A	100%	N/A
T Spratt	75%	N/A	N/A	N/A	N/A	N/A
Lee Wilson	75%	100%**	N/A	57%	N/A	N/A

Note 1: The NISCC Registrants Forum does not include Members of Council

Note 2: ** Where membership changed during the year this is the percentage of meetings attended during that individual's Membership of the Committee/Partnership

The Council's performance is reviewed as part of the annual Board Self-Assessment and the performance appraisal system.

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 is chaired by the Chair of Council and 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. The Audit and Governance Committee identified a few actions as a result of carrying out the 2015/16 Audit Committee self-assessment checklist, namely -

- The Audit Report which forms part of the NISCC Annual Report and Accounts will be tabled separately to future meetings of the NISCC Audit and Risk Assurance Committee for separation consideration and sign-off;
- The Chair of Council will arrange annual appraisals starting with the Chairs of the other Committees first;
- Processes will be put in place to ensure that requests for agenda items for the Audit (and Risk Assurance) Committee will be sought in advance.

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 current Corporate Plan has now expired and work is underway to develop a new four-year Corporate Plan for 2017/18 – 2020/21 in line with the Programme for Government. 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 Business 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 (a more detailed report is tabled to the NISCC Senior Management Team on a monthly basis). 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.

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. It also reports how it delivers against Quality 2020 in a separate Annual Quality Progress Report which is again available on the NISCC website.

Risk Management

Leadership on risk is provided through the NISCC's Audit and Risk Assurance Committee which is chaired by a Council Member and is 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 together with Risk Management Procedures. In addition risk management training forms part of induction for all new staff.

The NISCC has been able to effectively manage its risk profile throughout the year by identifying the risk appetite relevant to the risk and its associated mitigating actions which are set out in the Corporate Risk Register.

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 has also developed detailed Risk Management Procedures which breaks down how to report and manage risks for all staff.

The NISCC details its risks through a **Corporate Risk Register**, **Operational Risk Register** and **Assurance Framework** which are formally 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 Risk Assurance Committee and ultimately the Council. These are live documents which are updated throughout the year and risks are discussed and reported at all team meetings as part of this framework.

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.

5. 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.24,000) 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)

Now that Information Governance is well embedded in the organisation, the work of the previously established Information Governance Group now forms part of the remit and Terms of Reference of the Risk Management Committee. The Director of Registration and Corporate Services chairs the Risk Management Committee and is also the NISCC SIRO and Data Guardian. Due to the size of the organisation the members of the Risk Management Committee (risk co-ordinators) are also the organisation's Information Asset Owners.

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
- Disclosure Policy
- Clear Desk and Screen Policy
- Data Security Breach Management Policy
- Confidentiality Policy
- Data Quality Policy
- ICT Strategy
- ICT Policy

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 'raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders'.

The NISCC 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 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 Forum (comprising registrants)
- The Workforce Development Partnership (comprising employers of the social care workforce)
- The Professional in Practice Partnership (comprising employers and the Higher Education Institutions (HEI's) who are key to the delivery of the PIP 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, carer 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 Risk Assurance Committee maintains and reviews the effectiveness of the system control for the NISCC. Full details of the Audit and Risk Assurance 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 Business 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 2015/16.

The organisation achieved the following levels of compliance for 2015/16.

Standard	DHSS&PS Expected Level of Compliance	NISCC Level of Compliance	Audited by Internal Audit, BSO
Emergency Planning (Substantive)	75% - 99% (Substantive)	92	Not Assessed
Environmental Management	75% - 99% (Substantive)	89	Not Assessed
Financial Management (Core Standard)	75% - 99% (Substantive)	92	Assessed
Fire Safety	75% - 99% (Substantive)	91	Not Assessed
Governance (Core Standard)	75% - 99% (Substantive)	94	Assessed
Health & Safety	75% - 99% (Substantive)	93	Not Assessed
Human Resources	75% - 99% (Substantive)	96	Not Assessed
Information Communication Technology	75% - 99% (Substantive)	90	Not Assessed
Management of Purchasing and Supply	75% - 99% (Substantive)	92	Not Assessed
Information Governance	75% - 99% (Substantive)	85	Assessed
Risk Management (Core Standard)	75% - 99% (Substantive)	94	Assessed
Security Management	75% - 99% (Substantive)	89	Not Assessed
Waste Management	75% - 99% (Substantive)	93	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 Assembly.

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 2015-16 Internal Audit reviewed the following systems:

- Risk Management Review, providing a satisfactory assurance
- Management of disbursements and grants, providing a substantial assurance.
- Financial Review, providing a satisfactory assurance
- Education and training, providing a satisfactory assurance
- Management of key partnerships, providing a satisfactory assurance
- Information Governance, providing a satisfactory assurance.

In their annual report, the Internal Auditor reported that the NISCC system of internal control was adequate and effective. There were no weakness in control 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 Risk Assurance Committee, Council the Risk Management Committee and a plan to address weaknesses and ensure continuous improvement to the system is in place.

10. Internal Governance Divergences

Internal Control Issues 2014/15

In 2014/15, issues in relation to the Shared Services model (which is provided through the Business Services Organisation) arose which resulted in limited assurance being provided in three Shared Services audits (Payments Shared Services and two reports on Payroll shared services). The remaining audits received satisfactory assurance (including Recruitment, Income, Business Services and Governance). As set out overleaf, audits of Shared Services during 2015/16 continue to give cause for concern in some of these areas.

Internal Control Issues 2015/16

The NISCC operates under a Shared Services model through the Business Services Organisation, and limited assurance was provided for the Shared Services functions as set out below:

Shared Service Audit	Assurance
Recruitment Shared Services	Unacceptable
Payroll Shared Service (as at September 2015)	Limited
Payroll Shared Service (as at March 2016)	Limited
Payments Shared Service (as at September 2015)	Satisfactory
Payments Shared Service (as at March 2016)	Satisfactory
Income Shared Service	Satisfactory
Business Services Team	Satisfactory
Benefits Realisation	Satisfactory

As can be seen above, Payroll Shared Services has continued to receive limited assurance with a number of Priority 1 findings. NISCC is addressing this robustly with BSO to ensure outstanding recommendations are implemented fully and evidence of service improvement is in place. In addition to concerns in relation to Payroll Shared Services, an audit of Recruitment Shared Services resulted in unacceptable assurance. This has arisen as a result of ERecruitment system functionality issues and concerns regarding how the performance of Recruitment Shared Services is managed and monitored. NISCC will be addressing these significant concerns with BSO during the year 2016/17.

11. Conclusion

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 (MPMNI).

Further to considering the accountability framework within the Body 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 2015-16.



Colum Conway

Chief Executive
Northern Ireland Social Care Council
6 July 2016

Corporate Governance Report

Audit and Risk Assurance Committee Report

The NISCC's Audit and Risk Assurance Committee is made up of Council Members. The Committee met on the following dates during 2015/16:

- 13 May 2015
- 30 June 2015
- 14 October 2015
- 20 January 2016

During the 2015/16 financial year, membership of the Audit and Risk Assurance Committee was as follows:

APRIL 2015 – MARCH 2016

ATTENDANCE AT AUDIT & RISK ASSURANCE COMMITTEE (%)

Mrs Ruth Lavery	100%
Mrs Julie Erskine	100%
Mrs Maire McMahon.....	100%
Mrs Anne O'Reilly	100%
Mr Lee Wilson.....	100%*

* Mr Wilson was a member until October 2015

Internal Audit, External Audit and representatives from the Business Services Organisation (BSO) attend the Audit and Risk Assurance 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 Risk Assurance Committee. The Government Liaison Officer (GLO) from the DHSSPS also attends.

Membership of the Audit and Risk Assurance Committee is consistent with NISCC Standing Orders.

During the 2015/16 financial year, the NISCC Audit and Risk Assurance Committee undertook the following tasks:

- Agreed an Internal Audit Plan
- Considered an External Audit Strategy
- Reviewed its Terms of Reference
- Reviewed a new draft of the Management Statement and Financial Memorandum
- Reviewed and endorsed a revised Risk Management Strategy and Information Governance Strategy
- Reviewed the NISCC Business Continuity Plan and Strategy
- Reviewed and endorsed revised Risk Management Procedures
- Reviewed the NISCC Risk Management processes including the 2015/16 Assurance Framework
- Ensured the production of the NISCC Final Accounts in accordance with relevant statutory regulations
- Considered the NISCC mid-year Assurance Statement
- Reviewed a number of Internal Audit Reviews of key aspects of NISCC business during 2015/16
- Considered the Report to Those Charged with Governance

As part of its remit the Audit and Risk Assurance 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 Council and to the Accounting Officer in relation to all statutory and accountability obligations.

Furthermore, the Audit and Risk Assurance Committee can provide assurance to 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 Council by the Chair of the Audit and Risk Assurance Committee.

The Audit and Risk Assurance Committee can further confirm that, on an annual basis, both Internal and External Audit provide written confirmation to the Committee that all reviews performed are in accordance with applicable auditing standards. In doing so, the Chair and the Audit and Risk Assurance Committee present the final Accounts to Council and the Accounting Officer for approval.

The Audit and Risk Assurance 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 Risk Assurance Committee confirmed its compliance with the good practice principles.

The Audit and Risk Assurance Committee was satisfied that during 2015/16, 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

REMUNERATION AND STAFF REPORT

REMUNERATION REPORT FOR THE YEAR ENDED 31 MARCH 2016

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, Mr Jim Perry. The Remuneration Committee is entirely comprised of Non-Executive Directors, namely, Neil Bodger and Catherine McPhillips. The Remuneration Committee met in this form in September 2015.

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 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:

NAME	POSITION	DATE OF APPOINTMENT
CHAIR		
James Perry	Chair	15 April 2013

NAME NON-EXECUTIVE DIRECTORS	POSITION	DATE OF APPOINTMENT
Joseph Blake	Council Member	1 October 2007
Neil Bodger	Council Member	18 July 2011
Geraldine Campbell	Council Member	1 October 2007
Julie Erskine	Council Member	1 October 2007
Ruth Lavery	Council Member	1 October 2007
Brenda Maitland	Council Member	1 October 2014
Maire McMahon	Council Member	1 October 2007
Catherine McPhillips	Council Member	3 November 2014
Anne O'Reilly	Council Member	1 December 2014
Trevor Spratt	Council Member	1 October 2007
Lee Wilson	Council Member	1 September 2014

EXECUTIVE DIRECTORS		
Mr Colum Conway	Chief Executive	20 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 are able to request to work beyond age 65 years.

COMPENSATION FOR PREMATURE RETIREMENT

In accordance with DHSSPSNI circular HSS (S) 11/83 and subsequent supplements, there is provision within 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

Section 16 of the Agenda for Change Terms and Conditions Handbook (issued on 14 February 2007 under cover of the Department's Guidance Circular HSS (Afc) (4) 2007) sets out the arrangements for early retirement on the grounds of redundancy and in the interest of the service. Further Circulars were issued by the Department HSS (Afc) (6) 2007 and HSS (Afc) (5) 2008 setting out changes to the timescale for the operation of the transitional protection under these arrangements.

Under the terms of Section 16 of the Agenda for Change Terms and Conditions Handbook individuals who were members of the HSC Superannuation Scheme prior to 1 October 2006, are over 50 years of age and have at least 5 years membership of the HSC Superannuation Scheme qualify for transitional protection. Staff who qualify for transitional protection are entitled to receive what they would have received by way of pension and redundancy payment had they taken redundancy retirement on 30 September 2006. This includes enhancement of up to 10 years additional service (reduced by the number of years between September 2006 and the actual date of retirement) and a lump sum redundancy payment of up to 30 weeks pay (reduced by 30% for each year of additional service over 6 2/3 years)

Alternatively, staff made redundant who are members of the HSC Pension Scheme, have at least two years "continuous service" and two years "qualifying membership" and have reached the minimum pension age currently 50 years can opt to retire early without a reduction in their pension as an alternative to a lump sum redundancy payment of up to 24 months. In this case the cost of the early payment of the pension is paid from the lump sum redundancy payment. However if the redundancy payment is not sufficient to meet the early payment of pension cost, the employer is required to meet the additional cost.

REPORTING OF EARLY RETIREMENT AND OTHER COMPENSATION SCHEME - EXIT PACKAGES

There were no exit packages during 2015/16 or 2014/15.

Redundancy and other departure costs have been paid in accordance with the provisions of the HSC Pension Scheme Regulations and the Compensation for Premature Retirement Regulations, statutory provisions made under the Superannuation Act 1972. Exit costs are accounted for in full in the year in which the exit package is approved and are included as operating expenses at note 4. Where early retirements have been agreed, the additional costs are met by the employing authority and not by the HSC pension scheme. Ill-health retirement costs are met by the pension scheme and are not included in the table.

During 2015-2016 there were no early retirements from the NISCC agreed on the grounds of ill-health.

Staff Report for Year Ended 31 March 2016

The average number of Whole Time Equivalent persons employed by the NISCC can be found in the Remuneration and Staff Report of this Report. The cumulative sickness and absenteeism rate for the NISCC for 2015/16 was 3.93% which was in excess of the NISCC's corporate target to maintain absences at 3%. While the NISCC recognises that this was a challenging target, it will be looking at the influencing factors contributing to this increase during 2016/17 and working to bring the absence rate back on target.

Staff Composition

The NISCC has 64 WTE staff – 25% of whom work part-time or compressed hours. It also has a higher percentage of females in the workforce (2/3rds are female). The NISCC composition, in terms of pay band is set out below –

Pay Band	% of Workforce
Band 3	36%
Band's 4-6	38%
Band's 7/8	21%
SMT	5%

The composition of staff by function is below –

Pay Band	% of Workforce
Registration	28%
Operations	19%
Conduct	14%
Workforce Development	12%
Communications	8%
Database	7%
Committee	5%
SMT	5%

Pay Band	Male	Female
Band 3	57%	43%
Band 4-6	22%	78%
Band 7-8	17%	83%
SMT	66.5%	33.5%
Overall Workforce	33%	67%

A number of the workforce are professionally qualified social workers (working across SMT, Workforce Development and Conduct) – this represents 15.5% of the overall NISCC workforce.

Staff Policies

A number of staff policies were reviewed during the year 2015/16 –

- Bribery Policy
- Travel and Subsistence Policy
- Disciplinary Procedures
- Capability Procedures
- Post Entry Training Policy
- Drugs, Alcohol and Substance Abuse Policy
- Social Media Policy

These policies have been consulted on, including with the Trade Unions, will be ratified by NISCC Council early in 2016/17 for introduction.

Staff Costs

	2016		2015	
	Permanently employed staff	Others	Total	Total
	£	£	£	£
Staff costs comprise:				
Wages and salaries	1,676,246	56,021	1,732,267	1,729,819
Social security costs	123,614		123,614	126,151
Other pension costs	212,236		212,236	180,014
Sub-Total	2,012,096	56,021	2,068,117	2,035,984
Capitalised staff costs			0	
Total staff costs reported in Statement of Comprehensive Expenditure	2,012,096	56,021	2,068,117	2,035,984
Less recoveries in respect of outward secondments			0	83,069
Total net costs			2,068,117	1,952,915

Staff Costs exclude £NIL K charged to capital projects during the year
(2015 £ NIL K)

Average number of persons employed

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

	2016		2015	
	Permanently employed staff No.	Others No.	Total No.	Total No.
Administrative and clerical	64	3	67	64
Social Services	7	0	7	7
Less average staff number relating to capitalised staff costs	0	0	0	0
Less average staff number in respect of outward secondments	0	0	0	2
Total net average number of persons employed	64	3	74	69

The NISCC participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the NISCC and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The NISCC 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 as at 31 March 2012 was certified in February 2015 and is used in the 2015/16 accounts.

Senior Management Remuneration (Audited)

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

Name	2015-16					2014-15				
	Salary £000s	Bonus / Performance Pay £000s	Benefits in kind (rounded to nearest £100)	Pension Benefits £'000s	Total £'000s	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to nearest £100)	Pension Benefits £'000s	Total £'000s
Non-Executive Members										
Mr James Perry, Chair	15-20	-	-	-	15-20	15-20	-	-	-	15-20
Mr Joseph Blake, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mr Neil Bodger, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Geraldine Campbell, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Julie Erskine, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Ruth Lavery, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Brenda Maitland, Council Member	5-10	-	-	-	5-10	0-5	-	-	-	0-5
Mrs Maire McMahon, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10
Mrs Catherine McPhillips, Council Member	5-10	-	-	-	5-10	0-5	-	-	-	0-5
Ms Anne O'Reilly, Council Member	5-10	-	-	-	5-10	0-5	-	-	-	0-5
Dr Trevor Spratt, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10

Pensions of Senior Management (Audited)

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 31/03/15 £000s	CETV at 31/03/16 £000s	Real increase in CETV £000s
Mr James Perry	-	-	-	-	-
Mr Joseph Blake	-	-	-	-	-
Mr Neil Bodger	-	-	-	-	-
Mrs Geraldine Campbell	-	-	-	-	-
Mrs Julie Erskine	-	-	-	-	-
Mrs Ruth Lavery	-	-	-	-	-
Mrs Brenda Maitland	-	-	-	-	-
Mrs Maire McMahon	-	-	-	-	-
Mrs Catherine McPhillips	-	-	-	-	-
Ms Anne O'Reilly	-	-	-	-	-
Dr Trevor Spratt	-	-	-	-	-
Mr Lee Wilson	-	-	-	-	-
Colum Conway, Chief Executive Officer	0-2.5	0-5	29	46	16
Mark Bradley, Director of Registration and Corporate Services	0-2.5	15-20	241	269	21
	Plus lump sum of 0-2.5	Plus lump sum of 40-45			
Patricia Higgins, Director of Regulation and Standards	0-2.5	15-20	371	400	16
	Plus lump sum of 0-2.5	Plus lump sum of 55-60			

SALARY

'Salary' includes gross salary; overtime; reserved rights to London weighting or London allowances; recruitment and retention allowances; private office allowances and any other allowance to the extent that it is subject to UK taxation and any gratia payments.

BENEFITS IN KIND

The monetary value of benefits in kind covers any benefits provided by the employer and treated by HM Revenue and Customs as a taxable emolument.

BONUSES

Bonuses are based on performance levels attained and are made as part of the appraisal process. Bonuses relate to the performance in the year in which they become payable to the individual. The bonuses reported in 2015-16 relate to performance in 2015-16 and the comparative bonuses reported for 2014-15 relate to the performance in 2014-15.

THE CASH EQUIVALENT TRANSFER VALUE (CETV)

This 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. It is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the pension benefits they have accrued in their former scheme. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008 and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

THE REAL INCREASE IN THE VALUE OF THE CETV

This is the increase in accrued pension due to the department's contributions to the AMPS, and excludes increases due to inflation and contributions paid by the Minister and is calculated using valuation factors for the start and end of the period. Prior to October 2015, the CETV factors were calculated using a net discount rate of 3%, which was the rate set by HM Treasury for the major public service pension schemes. Following the completion of the 2014 funding valuation of the AMPS the assumptions used to calculate the scheme's factors were reviewed. The AMPS is not covered directly by the financial assumptions set by HM Treasury for other public service pension schemes, and the Trustees instead decided to adopt the financial assumptions used in the scheme's funding valuation to calculate CETVs (a net discount rate of 3.5%) rather than the HM Treasury rate. This has led to a reduction in CETVs in general and a difference between the closing CETVs reported in 2014-15, and the opening CETVs reported in 2015-16.

Disclosure 2015/16

Disclosure (Audited)	2015/16	2014/15
Band of the Highest Paid Director's Total Remuneration	70-75	70-75
Median Total Remuneration	20,638	21,388
Ratio	3.5	3.3

Other

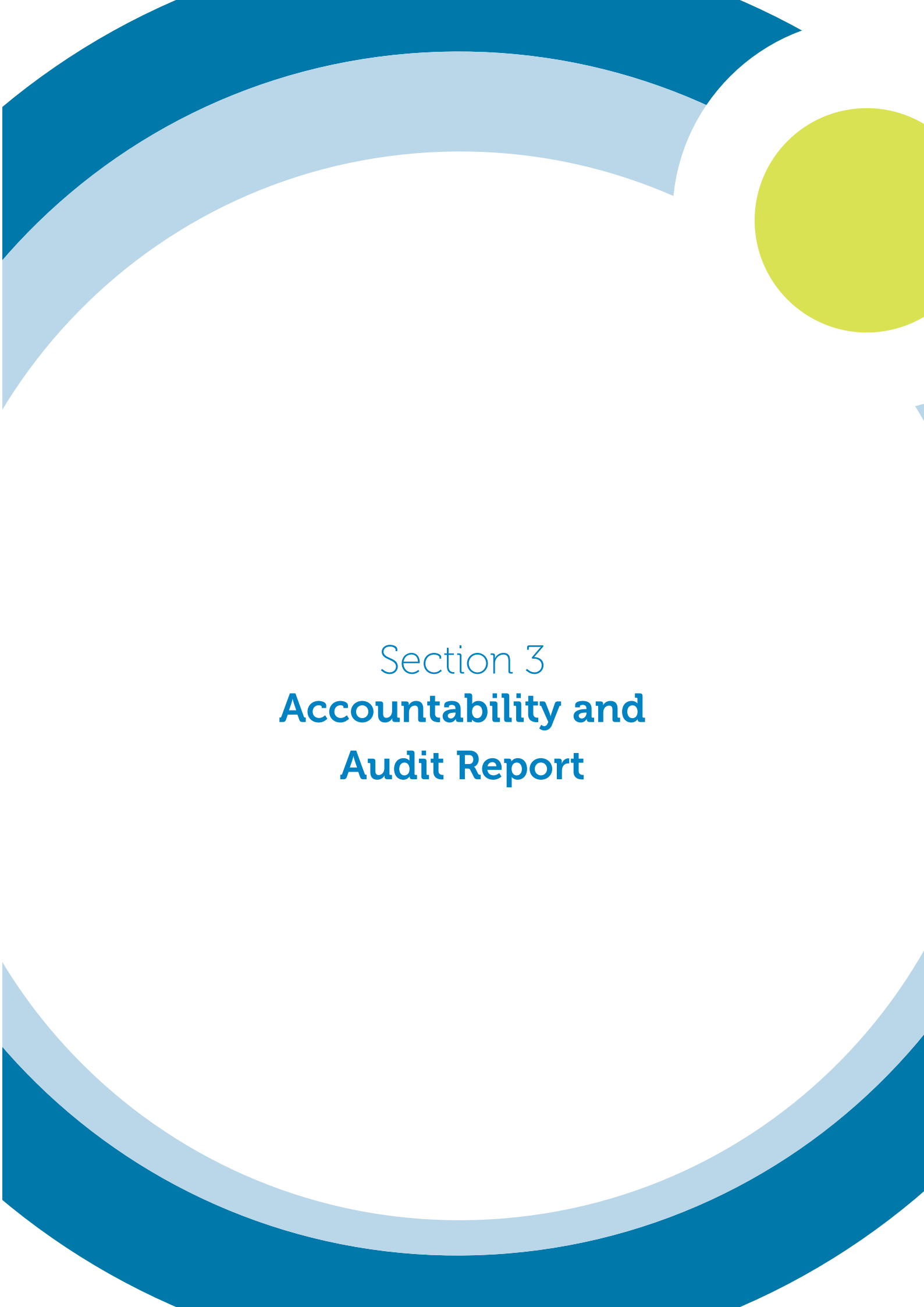
- There are no elements of the remuneration package which are not cash
- There is no compensation payable to former colleagues
- There are no amounts included above which are payable to third parties for services of a senior manager

There have been no awards made to past senior managers.

Chief Executive:

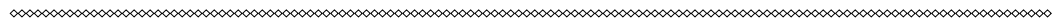


Date: 6 July 2016



Section 3

Accountability and Audit Report



ACCOUNTABILITY AND AUDIT REPORT

NORTHERN IRELAND SOCIAL CARE COUNCIL

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

FOREWORD

These accounts for the year ended 31 March 2016 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.

NORTHERN IRELAND SOCIAL CARE COUNCIL

ASSEMBLY ACCOUNTABILITY AND AUDIT REPORT

Assembly Accountability Disclosure Notes

i. Losses and Special Payments (Audited)

Type of loss and special payment	2015-16 Number of Cases	£	2014-15 £
Cash losses			
Cash Losses - Theft, fraud etc			
Cash Losses - Overpayments of salaries, wages and allowances			
Cash Losses - Other causes			
	0	0	0
Claims abandoned			
Waived or abandoned claims			
	0	0	0
Administrative write-offs			
Bad debts			
Other			
	0	0	0
Fruitless payments			
Late Payment of Commercial Debt			
Other fruitless payments and constructive losses			
	0	0	0
Stores losses			
Losses of accountable stores through any deliberate act			
Other stores losses			
	0	0	0
Special Payments			
Compensation payments			
- Clinical Negligence			
- Public Liability			
- Employers Liability			
- Other			
	0	0	0
Ex-gratia payments	0	0	0
Extra contractual	0	0	0
Special severance payments	0	0	0
TOTAL	0	0	0

Special Payments

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

Other Payments and Estimates

There were no other payments made during the year.

Off-Payroll and Consultancy

There were no off-payroll, engagements or spend on consultancy during 2015/16

Losses and Special Payments over £250,000

	Number of Cases	2015-16	2014-15
	£	£	£
Losses and Special Payments over £250,000			
Cash losses	0	0	0
Claims abandoned	0	0	0
Administrative write-offs	0	0	0
Fruitless payments	0	0	0
Stores losses	0	0	0
Special Payments	0	0	0
TOTAL	0	0	0

ii Fees and Charges

iii Remote Contingent Liabilities

In addition to contingent liabilities reported within the meaning of IAS37, the NISCC also reports liabilities for which the likelihood of a transfer of economic benefit in settlement is too remote to meet the definition of contingent liability.

NORTHERN IRELAND SOCIAL CARE COUNCIL

STATEMENT of COMPREHENSIVE NET EXPENDITURE for the year ended 31 March 2016

This account summarises the expenditure and income generated and consumed on an accruals basis. It also includes other comprehensive income and expenditure, which includes changes to the values of non-current assets and other financial instruments that cannot yet be recognised as income or expenditure.

		2016	2015
	NOTE	£	£
Income			
Income from activities	4.1	-	-
Other Income (Excluding interest)	4.2	868,779	738,371
Deferred income	4.3	-	-
Total operating income		868,779	738,371
Expenditure			
Staff costs	3.1	(2,068,117)	(2,035,984)
Purchase of goods and services	3.2	(22,855)	(22,003)
Depreciation, amortisation and impairment charges	3.2	(109,965)	(85,775)
Provision expense	3.2	-	-
Other expenditure	3.2	(1,823,530)	(1,727,132)
Total operating expenditure		(4,024,467)	(3,870,894)
Net Expenditure		(3,155,688)	(3,132,523)
Finance income	4.2	-	-
Finance expense	3.2	-	-
Net expenditure for the year		(3,155,688)	(3,132,523)
Revenue Resource Limit (RRL) received from DHSSPS	24.1	3,161,734	3,134,652
Surplus/(Deficit) against RRL		6,046	2,129

OTHER COMPREHENSIVE EXPENDITURE

		2016	2015
	NOTE	£	£
Items that will not be reclassified to net operating costs:			
Net gain/(loss) on revaluation of property, plant & equipment	5.1/8/5.2/8	-	-
Net gain/(loss) on revaluation of intangibles	6.1/8/6.2/8	(1,592)	-
Net gain/(loss) on revaluation of financial instruments	7/8	-	-
Items that may be reclassified to net operating costs:			
Net gain/(loss) on revaluation of investments		-	-
TOTAL COMPREHENSIVE EXPENDITURE for the year ended 31 March 2016		(3,157,280)	(3,132,523)

The notes on pages 80 to 114 form part of these accounts.

NORTHERN IRELAND SOCIAL CARE COUNCIL

STATEMENT of FINANCIAL POSITION as at 31 March 2016

This statement presents the financial position of the NISCC. It comprises three main components: assets owned or controlled; liabilities owed to other bodies; and equity, the remaining value of the entity.

		2016		2015	
	NOTE	£	£	£	£
Non Current Assets					
Property, plant and equipment	5.1/5.2	67,577		61,766	
Intangible assets	6.1/6.2	342,945		379,390	
Financial assets	7	-		-	
Trade and other receivables	12	-		-	
Other current assets	12	-	410,522	-	
Total Non Current Assets					441,156
Current Assets					
Assets classified as held for sale	9	-		-	
Inventories	10	-		-	
Trade and other receivables	12	8,506		80,588	
Other current assets	12	24,501		28,156	
Intangible current assets	12	-		-	
Financial assets	7	-		-	
Cash and cash equivalents	11	36,717		33,595	
Total Current Assets			69,724		142,339
Total Assets			480,246		583,495
Current Liabilities					
Trade and other payables	13	(625,777)		(632,846)	
Other liabilities	13	-		-	
Intangible current liabilities	13	-		-	
Financial liabilities	7	-		-	
Provisions	15	-		-	
Total Current Liabilities			(625,777)		(632,846)
Total assets less current liabilities			(145,531)		(49,351)

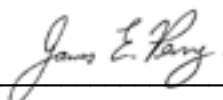
Non Current Liabilities


Provisions	15	-	-
Other payables > 1 yr	13	-	-
Financial liabilities	7	-	-
Total Non Current Liabilities		-	-
Total assets less total liabilities		(145,531)	(49,351)

Taxpayers' Equity and other reserves

Revaluation reserve	15,916	17,508
SoCNE Reserve	(161,447)	(66,859)
Total equity	(145,531)	(49,351)

The financial statements on pages 74 to 114 were approved by the Board on 6 July 2016 and were signed on its behalf by;

Signed  Date 6 July 2016
(Chairman)

Signed  Date 6 July 2016
(Chief Executive)

The notes on pages 80 to 114 form part of these accounts.

NORTHERN IRELAND SOCIAL CARE COUNCIL

STATEMENT of CASHFLOWS for the year ended 31 March 2016

The Statement of Cash Flows shows the changes in cash and cash equivalents of the NISCC during the reporting period. The statement shows how the NISCC generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of service costs and the extent to which these operations are funded by way of income from the recipients of services provided by the NISCC. Investing activities represent the extent to which cash inflows and outflows have been made for resources which are intended to contribute to the NISCC's future public service delivery.

	NOTE	2016 £	2015 £
Cash flows from operating activities			
Net surplus after interest/Net operating cost		(3,155,688)	(3,132,523)
Adjustments for non cash costs		118,465	94,998
(Increase)/decrease in trade and other receivables		75,737	29,453
<i>Less movements in receivables relating to items not passing through the NEA</i>			
Movements in receivables relating to the sale of property, plant & 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		(7,069)	218,757
<i>Less movements in payables relating to items not passing through the NEA</i>			
Movements in payables relating to the purchase of property, plant & equipment		(18,060)	21,369
Movements in payables relating to the purchase of intangibles		19,800	(70,200)
Movements in payables relating to finance leases		-	-
Movements on payables relating to PFI and other service concession arrangement contracts		-	-
Use of provisions	15	-	-
Net cash outflow from operating activities		(2,966,815)	(2,838,146)
Cash flows from investing activities			
(Purchase of property, plant & equipment)	5	(12,463)	(31,868)
(Purchase of intangible assets)	6	(70,200)	(44,683)
Proceeds of disposal of property, plant & equipment		-	-
Proceeds on disposal of intangibles		-	-
Proceeds on disposal of assets held for resale		-	-
Net cash outflow from investing activities		(82,663)	(76,551)

Cash flows from financing activities

Grant in aid		3,052,600	2,769,000
Cap element of payments - finance leases and on balance sheet (SoFP) PFI and other service concession arrangements		-	-
Net financing		<u>3,052,600</u>	<u>2,769,000</u>
Net increase (decrease) in cash & cash equivalents in the period		3,122	(145,697)
Cash & cash equivalents at the beginning of the period	11	<u>33,595</u>	<u>179,292</u>
Cash & cash equivalents at the end of the period	11	<u>36,717</u>	<u>33,595</u>

The notes on pages 80 to 114 form part of these accounts.

NORTHERN IRELAND SOCIAL CARE COUNCIL

STATEMENT of CHANGES in TAXPAYERS EQUITY for the year ended 31 March 2016

This statement shows the movement in the year on the different reserves held by NISCC, analysed into 'Statement of Comprehensive Net Expenditure Reserve' (i.e. those reserves that reflect a contribution from the Department of Health Social Services and Public Safety). The Revaluation Reserve reflects the change in asset values that have not been recognised as income or expenditure. The Statement of Comprehensive Net Expenditure Reserve (SoCNE Reserve) represents the total assets less liabilities of the NISCC, to the extent that the total is not represented by other reserves and financing items.

		SoCNE Reserve	Revaluation Reserve	Total
	NOTE	£	£	£
Balance at 31 March 2014		287,564	17,508	305,072
Changes in Taxpayers Equity 2014-15				
Grant from DHSSPS		2,769,000	-	2,769,000
Transfers between reserves		-	-	-
(Comprehensive expenditure for the year)		(3,132,523)	-	(3,132,523)
Transfer of asset ownership		-	-	-
Non cash charges - auditors remuneration	3.2	9,100	-	9,100
Balance at 31 March 2015		(66,859)	17,508	(49,351)
Changes in Taxpayers Equity 2015-16				
Grant from DHSSPS		3,052,600	-	3,052,600
Transfers between reserves		-	-	-
(Comprehensive expenditure for the year)		(3,155,688)	(1,592)	(3,157,280)
Transfer of asset ownership		-	-	-
Non cash charges - auditors remuneration	3.2	8,500	-	8,500
Balance at 31 March 2016		(161,447)	15,916	(145,531)

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

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 Article 90(2) (a) of the Health and Personal Social Services (Northern Ireland) Order 1972 No 1265 (NI 14) as amended by Article 6 of the Audit and Accountability (Northern Ireland) Order 2003.

The accounting policies follow IFRS to the extent that it is meaningful and appropriate to the Northern Ireland Social Care Council (the "NISCC"). 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 NISCC for the purpose of giving a true and fair view has been selected. The NISCC'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 entity;
- 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 2015 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 Arms Length Body (ALB) 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; and
- 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)

Properties in the course of construction for service or administration purposes are carried at cost, less any impairment loss. 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 ALB 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 NISCC'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; and
- 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 ALB'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 NISCC; 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 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.

1.9 Inventories

Inventories are valued at the lower of cost and net realisable value. This is considered to be a reasonable approximation to fair value due to the high turnover of stocks.

1.10 Income

Operating Income relates directly to the operating activities of the ALB 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.

1.11 Investments

The NISCC does not have any investments.

1.12 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.

1.13 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.

1.14 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.

The 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 ALB'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.

The NISCC as lessor

Amounts due from lessees under finance leases are recorded as receivables at the amount of the ALB'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 ALB'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.

1.15 Private Finance Initiative (PFI) transactions

The NISCC has had no PFI transactions during the year.

1.16 Financial instruments

- Financial assets

Financial assets are recognised on the balance sheet when the NISCC 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 balance sheet when the NISCC 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 derecognised 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 period 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 the NISCC in creating risk than would apply to a non public sector body of a similar size, therefore the ALBs are not exposed to the degree of financial risk faced by business entities.

ALBs 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 ALBs in undertaking activities. Therefore the HSC is exposed to little credit, liquidity or market risk.

- Currency risk

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

- Interest rate risk

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

- Credit risk

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

- Liquidity risk

Since the NISCC 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.

1.17 Provisions

The NISCC had no provisions at either 31 March 2016 or 31 March 2015.

1.18 Contingencies

The NISCC had no contingent assets or liabilities at either 31 March 2016 or 31 March 2015.

1.19 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 organisation 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 determined using individual's salary costs applied to their unused leave balances determined from a report of the unused annual leave balance as at 31 March 2016. It is not anticipated that the level of unused leave will vary significantly from year to year. Unused flexi leave is estimated to be immaterial to the NISCC and has not been included.

Retirement benefit costs

Past and present employees are covered by the provisions of the HSC Superannuation Scheme.

The ALB participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the ALB and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The NISCC 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 NISCC and charged to the Statement of Comprehensive Net Expenditure at the time the NISCC 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. The 2012 valuation for the HSC Pension scheme will be used in the 2015-16 accounts

1.20 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.

1.21 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.

1.22 Third party assets

Assets belonging to third parties (such as money held on behalf of patients) are not recognised in the accounts since the ALB has no beneficial interest in them. Details of third party assets are given in Note 23 to the accounts.

1.23 Government Grants

Government assistance for capital projects whether from UK, or Europe, were treated as a Government grant even where there were no conditions specifically relating to the operating activities of the entity other than the requirement to operate in certain regions or industry sectors. Such grants (does not include grant-in-aid) were previously credited to a government grant reserve and were released to income over the useful life of the asset.

DFP issued new guidance effective from 1 April 2011. Government grant reserves are no longer permitted. Income is generally recognised when it is received. In exceptional cases where there are conditions attached to the use of the grant, which, if not met, would mean the grant is repayable, the income should be deferred and released when obligations are met. This is a change in accounting policy and the 2010-11 Statement of Comprehensive Net Expenditure and Statement of Financial Position were restated.

The note to the financial statements distinguishes between grants from UK government entities and grants from European Union.

1.24 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.

1.25 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 1st January 2013, and EU adoption is due from 1st January 2014.

Accounting boundary IFRS' are currently adapted in the FReM so that the Westminster departmental accounting boundary is based on Office of National Statistics (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 Arms length bodies is expected to focus around the disclosure requirements under IFRS 12 'Disclosure of Interests in other entities'.

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.

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

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.

NORTHERN IRELAND SOCIAL CARE COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016
NOTE 3.1 STAFF COSTS

	2016		2015	
	Permanently employed staff	Others	Total	Total
	£	£	£	£
Staff costs comprise:				
Wages and salaries	1,676,246	56,021	1,732,267	1,729,819
Social security costs	123,614	-	123,614	126,151
Other pension costs	212,236	-	212,236	180,014
Sub-Total	2,012,096	56,021	2,068,117	2,035,984
Capitalised staff costs	-	-	-	-
Total staff costs reported in Statement of Comprehensive Expenditure	2,012,096	56,021	2,068,117	2,035,984
Less recoveries in respect of outward secondments			-	(83,069)
Total net costs			2,068,117	1,952,915

Staff costs exclude £Nil charged to capital projects during the year (2015 £Nil).

The NISCC participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the NISCC and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The NISCC 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 as at 31 March 2012 was certified in February 2015 and is used in the 2015-16 accounts.

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 3.2 OPERATING EXPENSES

	2016	2015
	£	£
Operating expenses are as follows:-		
Revenue grants to voluntary organisations	566,363	573,419
Supplies and services – general	22,855	22,003
Establishment	535,189	527,638
Transport	-	-
Premises	549,281	434,538
Interest charges	-	-
Miscellaneous	30,293	21,303
BSO Services	133,904	161,011
Total Operating Expenses	1,837,885	1,739,912
Non cash items		
Depreciation	24,712	23,006
Amortisation	85,253	62,769
Impairments	-	-
(Profit) on disposal of property, plant & equipment (including land)	-	-
(Profit) on disposal of intangibles	-	-
Loss on disposal of property, plant & equipment (including land)	-	123
Loss on disposal of intangibles	-	-
Provisions provided for in year	-	-
Cost of borrowing provisions (unwinding of discount on provisions)	-	-
Auditors remuneration	8,500	9,100
Total non cash items	118,465	94,998
Total	1,956,350	1,834,910

During the year the NISCC purchased no non audit services from its external auditor (NIAO) (2015: £1,232).

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 4 INCOME

4.1 Income from Activities

The NISCC had no income from activities in 2015/16 and 2014/15.

4.2 Other Operating Income

	2016	2015
	£	£
Other income from non-patient services	868,779	655,302
Seconded staff	-	83,069
Charitable and other contributions to expenditure	-	-
Donations / Government Grant / Lottery Funding for non current assets	-	-
Profit on disposal of land	-	-
Interest receivable	-	-
TOTAL INCOME	868,779	738,371

4.3 Deferred income

The NISCC had no income released from conditional grants in 2015-16 and 2014-15.

NORTHERN IRELAND SOCIAL CARE COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016
NOTE 5.1 Property, plant & equipment - year ended 31 March 2016

	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 2015	-	-	-	-	20,406	-	152,356	-	172,762
Indexation	-	-	-	-	-	-	-	-	-
Additions	-	-	-	-	-	-	30,523	-	30,523
Donations /									
Government grant /									
Lottery Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment									
charged to the									
SoCNE	-	-	-	-	-	-	-	-	-
Impairment									
charged to									
revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of									
impairments	-	-	-	-	-	-	-	-	-
(indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
At 31 March 2016	-	-	-	-	20,406	-	182,879	-	203,285

NISCC ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 5.1 (continued) Property, plant & equipment- year ended 31 March 2016

	Land £	Buildings (excluding dwellings) £	Dwellings £	Assets under Construction £	Plant and Machinery (Equipment) £	Transport Equipment £	Information Technology (IT) £	Furniture and Fittings £	Total £
Carrying Amount									
At 31 March 2016	-	-	-	-	-	-	67,577	-	67,577
At 31 March 2015	-	-	-	-	-	-	61,766	-	61,766
Asset financing									
Owned	-	-	-	-	-	-	67,577	-	67,577
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
Carrying Amount									
At 31 March 2016	-	-	-	-	-	-	65,577	-	67,577

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 Account in respect of assets held under finance leases and hire purchase contracts is £Nil (2015: £Nil).

The fair value of assets funded from the following sources during the year was:

	2016 £	2015 £
Donations	-	-
Government Grant	-	-
Lottery funding	-	-

NORTHERN IRELAND SOCIAL CARE COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016
NOTE 5.2 Property, plant & equipment - year ended 31 March 2015

Cost or Valuation	Land £	Buildings (excluding dwellings) £	Dwellings £	Assets under Construction £	Plant and Machinery (Equipment) £	Transport Equipment £	Information Technology (IT) £	Furniture and Fittings £	Total £
At 1 April 2014	-	24,706	-	-	30,472	-	266,149	-	321,327
Indexation	-	2,076	-	-	-	-	-	-	2,076
Additions	-	-	-	-	-	-	10,499	-	10,499
Donations / Government grant / Lottery Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	(26,782)	-	-	(10,066)	-	(124,292)	-	(161,140)
At 31 March 2015	-	-	-	-	20,406	-	152,356	-	172,762

NISCC ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 5.2 (continued) Property, Plant & Equipment- year ended 31 March 2015

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Con- struction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fit- tings	Total
	£	£	£	£	£	£	£	£	£
Carrying Amount									
At 31 March 2015	-	-	-	-	-	-	61,766	-	61,766
At 1 April 2014	-	-	-	-	1	-	74,395	-	74,396
Asset financing									
Owned	-	-	-	-	-	-	61,766	-	61,766
Finance leased	-	-	-	-	-	-	-	-	-
On SOFP PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
Carrying Amount									
At 31 March 2015	-	-	-	-	-	-	61,766	-	61,766
Asset financing									
Owned	-	-	-	-	1	-	74,395	-	74,396
Finance leased	-	-	-	-	-	-	-	-	-
On SOFP PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
Carrying Amount									
At 1 April 2014	-	-	-	-	1	-	74,395	-	74,396

NORTHERN IRELAND SOCIAL CARE COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016
NOTE 6.1 Intangible assets- year ended 31 March 2016

	Software Licenses	Information Technology	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total
	£	£	£	£	£	£	£	£	£
Cost or Valuation									
At 1 April 2015	47,759	506,257	-	-	-	-	-	-	554,016
Indexation	(290)	(2,898)	-	-	-	-	-	-	(3,188)
Additions	-	50,400	-	-	-	-	-	-	50,400
Donations / Government grant / Lottery									
Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to revaluation reserve	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
At 31 March 2016	47,469	553,759	-	-	-	-	-	-	601,228

NISCC ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 6.1 (continued) Intangible assets - year ended 31 March 2016

	Software Licenses £	Information Technology £	Websites £	Development Expenditure £	Licences, Trademarks & Artistic Originals £	Patents £	Goodwill £	Payments on Assets under Construction £	Total £
Carrying Amount									
At 31 March 2016	21,044	321,901	-	-	-	-	-	-	342,945
At 31 March 2015	27,973	351,417	-	-	-	-	-	-	379,390
Asset financing									
Owned	21,044	321,901	-	-	-	-	-	-	342,945
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
Carrying Amount									
At 31 March 2016	21,044	321,901	-	-	-	-	-	-	342,9145

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

The fair value of assets funded from the following sources during the year was:

	2016 £	2015 £
Donations	-	-
Government Grant	-	-
Lottery funding	-	-

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 6.2 Intangible assets - year ended 31 March 2015

Cost or Valuation	Software Licenses		Information Technology		Websites		Development Expenditure		Licences, Trademarks & Artistic Originals		Patents		Goodwill		Payments on Account & Assets under Construction		Total	
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
At 1 April 2014	50,072		397,055		-		-		-		-		-		-		447,127	
Indexation	-		-		-		-		-		-		-		-		-	
Additions	5,681		109,202		-		-		-		-		-		-		114,883	
Donations / Government grant / Lottery Funding	-		-		-		-		-		-		-		-		-	
Reclassifications	-		-		-		-		-		-		-		-		-	
Transfers	-		-		-		-		-		-		-		-		-	
Revaluation	-		-		-		-		-		-		-		-		-	
Impairment charged to the SoCNE	-		-		-		-		-		-		-		-		-	
Impairment charged to revaluation reserve	-		-		-		-		-		-		-		-		-	
Disposals	(7,994)		-		-		-		-		-		-		-		(7,994)	
At 31 March 2015	47,759		506,257		-		-		-		-		-		-		554,016	

Amortisation									
At 1 April 2014	21,733	98,118	-	-	-	-	-	-	119,851
Indexation	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Disposals	(7,994)	-	-	-	-	-	-	-	(7,994)
Provided during the year	6,047	56,722	-	-	-	-	-	-	62,769
At 31 March 2015	19,786	154,840	-	-	-	-	-	-	174,626

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 6.2 Intangible assets - year ended 31 March 2015

	Soft- ware Licen- ses	Information Technology	Websites	Develop- ment Expen- diture	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Con- struction	Total
	£	£	£	£	£	£	£	£	£
Carrying Amount									
At 31 March 2015	27,973	351,417	-	-	-	-	-	-	379,390
At 1 April 2014	28,339	298,937	-	-	-	-	-	-	327,276
Asset financing									
Owned	27,973	351,417	-	-	-	-	-	-	379,390
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
Carrying Amount									
At 31 March 2015	27,973	351,417	-	-	-	-	-	-	379,390

 NISCC ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 7 FINANCIAL INSTRUMENTS

As the cash requirements of NDPB are met through Grant-in-Aid provided by the Department of Health, Social Services and Public Safety, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body.

The majority of financial instruments relate to contracts to buy non-financial items in line with the NISCC's expected purchase and usage requirements and the NISCC is therefore exposed to little credit, liquidity or market risk.

NOTE 8 IMPAIRMENTS

The NISCC had no impairments at either 31 March 2016 or 31 March 2015.

NOTE 9 ASSETS CLASSIFIED AS HELD FOR SALE

The NISCC did not hold any assets classified as held for sale at either 31 March 2016 or 31 March 2015.

NOTE 10 INVENTORIES

The NISCC did not hold any goods for resale at either 31 March 2016 or 31 March 2015.

NOTE 11 CASH AND CASH EQUIVALENTS

	2016	2015
	£	£
Balance at 1 st April	33,595	179,292
Net change in cash and cash equivalents	3,122	(145,697)
Balance at 31st March	36,717	33,595

The following balances at 31 March were held at

	2016	2015
Commercial Banks and cash in hand	36,717	33,595
Balance at 31st March	36,717	33,595

The bank account is operated by Business Services Organisation (BSO) on behalf of NISCC. The account is in the legal name of the BSO.

NORTHERN IRELAND SOCIAL CARE COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016
NOTE 12 TRADE RECEIVABLES, FINANCIAL AND OTHER ASSETS

	2016	2015
	£	£
Amounts falling due within one year		
Trade receivables	8,506	80,588
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	8,506	80,588
Prepayments and accrued income	24,501	28,156
Current part of PFI and other service concession arrangements pre-payment	-	-
Other current assets	24,501	28,156
Carbon reduction commitment	-	-
Intangible current assets	-	-
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	8,506	80,588
TOTAL OTHER CURRENT ASSETS	24,501	28,156
TOTAL INTANGIBLE CURRENT ASSETS	-	-
TOTAL RECEIVABLES AND OTHER CURRENT ASSETS	33,007	108,744

The balances are net of a provision for bad debts of £Nil (2015: £Nil).

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 13 TRADE PAYABLES AND OTHER CURRENT LIABILITIES

	2016	2015
	£	£
Amounts falling due within one year		
Other taxation and social security	-	49,611
Bank overdraft	-	-
VAT payable	-	-
Trade capital payables – property, plant and equipment	24,905	-
Trade capital payables – intangibles	50,400	-
Trade revenue payables	28,839	60,687
Payroll payables	-	-
Clinical Negligence payables	-	-
RPA payables	-	-
BSO payables	52,677	52,767
Other payables	1,712	22,169
Accruals and deferred income	467,244	370,567
Accruals and deferred income – relating to property, plant and equipment	-	6,845
Accruals and deferred income – relating to intangibles	-	70,200
Trade and other payables	625,777	632,846
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	-	-
Carbon reduction commitment	-	-
Intangible current liabilities	-	-
Total payables falling due within one year	625,777	632,846
Amounts falling due after more than one year		
Other payables, accruals and deferred income	-	-
Trade and other payables	-	-
Clinical Negligence 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	625,777	632,846

NORTHERN IRELAND SOCIAL CARE COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016
NOTE 14 PROMPT PAYMENT POLICY

14.1 Public Sector Payment Policy - Measure of Compliance

The Department requires that NISCC pay their non HSC trade creditors in accordance with applicable terms and appropriate Government Accounting guidance. The NISCC's payment policy is consistent with applicable terms and appropriate Government Accounting guidance and its measure of compliance is:

	2016 Number	2016 Value £	2015 Number	2015 Value £
Total bills paid	1,416	2,438,579	722	974,832
Total bills paid within 30 day target	1,364	2,292,748	630	712,355
% of bills paid within 30 day target	96%	94%	87%	73%
Total bills paid within 10 day target	1,262	2,107,248	441	467,710
% of bills paid within 10 day target	89%	86%	61%	48%

**14.2 The Late Payment of Commercial Debts Regulations
2002**

	£
Amount of compensation paid for payment(s) being late	-
Total	-

NORTHERN IRELAND SOCIAL CARE COUNCIL **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

NOTE 15 PROVISIONS FOR LIABILITIES AND CHARGES

The NISCC had no provisions for liabilities and charges at either 31 March 2016 or 31 March 2015.

NOTE 16 CAPITAL COMMITMENTS

The NISCC had no capital commitments at either 31 March 2016 or 31 March 2015.

NOTE 17 COMMITMENTS UNDER LEASES

17.1 Operating Leases

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

	2016 £	2015 £
Obligations under operating leases comprise		
Land		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	<u>-</u>	<u>-</u>
Buildings		
Not later than one year	72,215	173,316
Later than one year but not later than five years	-	72,215
Later than five years	-	-
	<u>72,215</u>	<u>245,531</u>
Other		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	<u>-</u>	<u>-</u>

17.2 Finance Leases

The NISCC had no finance leases at either 31 March 2016 or 31 March 2015.

17.3 Operating Leases

The NISCC did not have any operating leases at either 31 March 2016 or 31 March 2015.

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

NOTE 18 COMMITMENTS UNDER PFI AND OTHER SERVICE CONCESSION ARRANGEMENT CONTRACTS

18.1 Off balance sheet PFI and other service concession arrangement schemes.

The NISCC had no commitments under PFI and other concession arrangement contracts at 31 March 2016 or 31 March 2015.

18.2 On balance sheet (SoFP) PFI Schemes

The NISCC had no on balance sheet (SoFP) PFI and other service concession arrangements schemes at 31 March 2016 or 31 March 2015.

NOTE 19 OTHER FINANCIAL COMMITMENTS

The NISCC did not have any other financial commitments at 31 March 2016 or 31 March 2015.

NOTE 20 FINANCIAL GUARANTEES, INDEMNITIES AND LETTERS OF COMFORT

The NISCC did not have any financial guarantees, indemnities and letters of comfort at 31 March 2016 or 31 March 2015.

NOTE 21 CONTINGENT LIABILITIES

The NISCC did not have any quantifiable contingent liabilities at 31 March 2016 or 31 March 2015.

NOTE 22 RELATED PARTY TRANSACTIONS

The NISCC is an arm's length body of the Department of Health, Social Services and Public Safety and as such the Department is a related party with which the NISCC has had various material transactions during the year.

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 NISCC.

NOTE 23 THIRD PARTY ASSETS

The NISCC held no assets at either 31 March 2016 or 31 March 2015 belonging to third parties.

NORTHERN IRELAND SOCIAL CARE COUNCIL **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

NOTE 24 Financial Performance Targets

24.1 Revenue Resource Limit

The NISCC is given a Revenue Resource Limit which it is not permitted to overspend.

The Revenue Resource Limit for NISCC is calculated as follows:

	2016	2015
	Total	Total
	£	£
DHSSPS (excludes non cash)	3,043,269	3,033,654
Other Government Department (HSCB)	-	6,000
Non cash RRL (from DHSSPS)	118,465	94,998
Total agreed RRL	3,161,734	3,434,652
Adjustment for income received re Donations / Government grant / Lottery funding for non current assets	-	-
Total Revenue Resource Limit to Statement of Comprehensive Net Expenditure	3,161,734	3,134,652

24.2 Capital Resource Limit

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

	2016	2015
	£	£
Gross capital expenditure by NISCC	80,923	125,382
(Receipts from sales of fixed assets)	-	-
Net capital expenditure	80,923	125,382
Capital Resource Limit	81,398	125,876
Overspend/(Underspend) against CRL	(475)	(494)

NORTHERN IRELAND SOCIAL CARE COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

24.3 Financial Performance Targets

The NISCC is required to ensure that it breaks even on an annual basis by containing its surplus to within 0.25% of RRL or £20,000, whichever is greater.

	2015-16	2014-15
	£	£
Net Expenditure	(3,155,688)	(3,132,523)
RRL	3,161,734	3,134,652
Surplus/(Deficit) against RRL	6,046	2,129
Break Even cumulative position (opening)	104,363	102,234
Break Even Cumulative position (closing)	110,409	104,363

Materiality Test:

	2015-16	2014-15
	%	%
Break Even in year position as % of RRL	0.19%	0.07%
Break Even cumulative position as % of RRL	3.49%	3.33%

NOTE 25 POST BALANCE SHEET EVENTS

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

DATE OF AUTHORISED ISSUE

The Accounting Officer authorised these financial statements for issue on 6 July 2016.

NORTHERN IRELAND SOCIAL CARE COUNCIL

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 2016 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 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 2016 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 (formerly Department of Health, Social Services and Public Safety) directions issued thereunder.

Opinion on other matters

In my opinion:

- the part of the Remuneration to be audited has been properly prepared in accordance with Department of Health 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's (formerly Department of Finance and Personnel) guidance.

Report

I have no observations to make on these financial statements.

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

Date *1 August 2016.*



Appendices



Appendix 1:

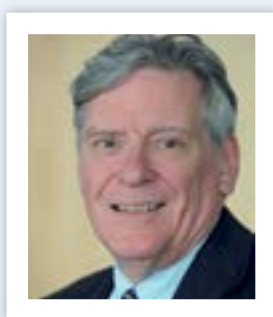
Council Members during 2015-16



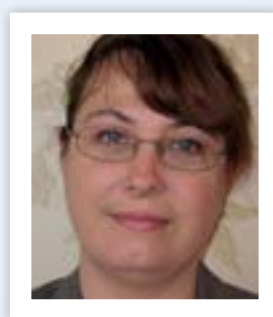
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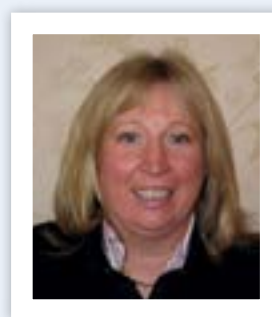
Joe Blake



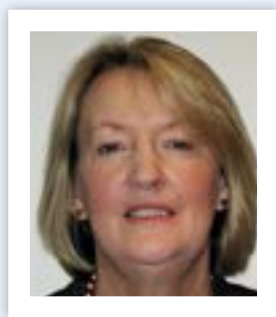
Neil Bodger



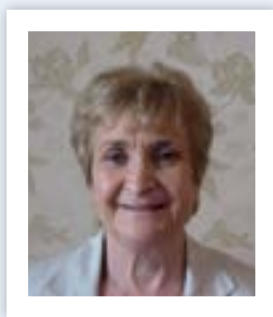
Geraldine Campbell



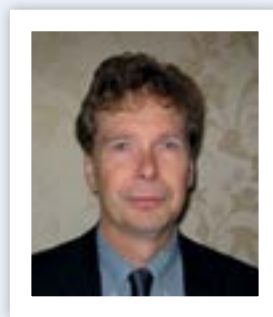
Julie Erskine



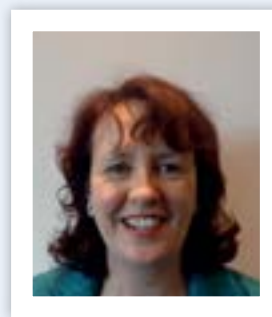
Ruth Lavery



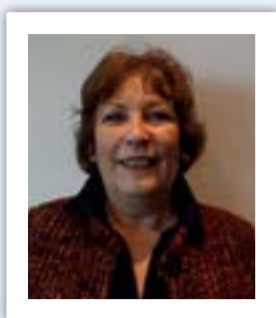
Marie McMahon



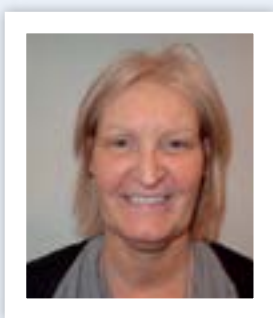
Trevor Spratt



Brenda Maitland



Catherine McPhillips

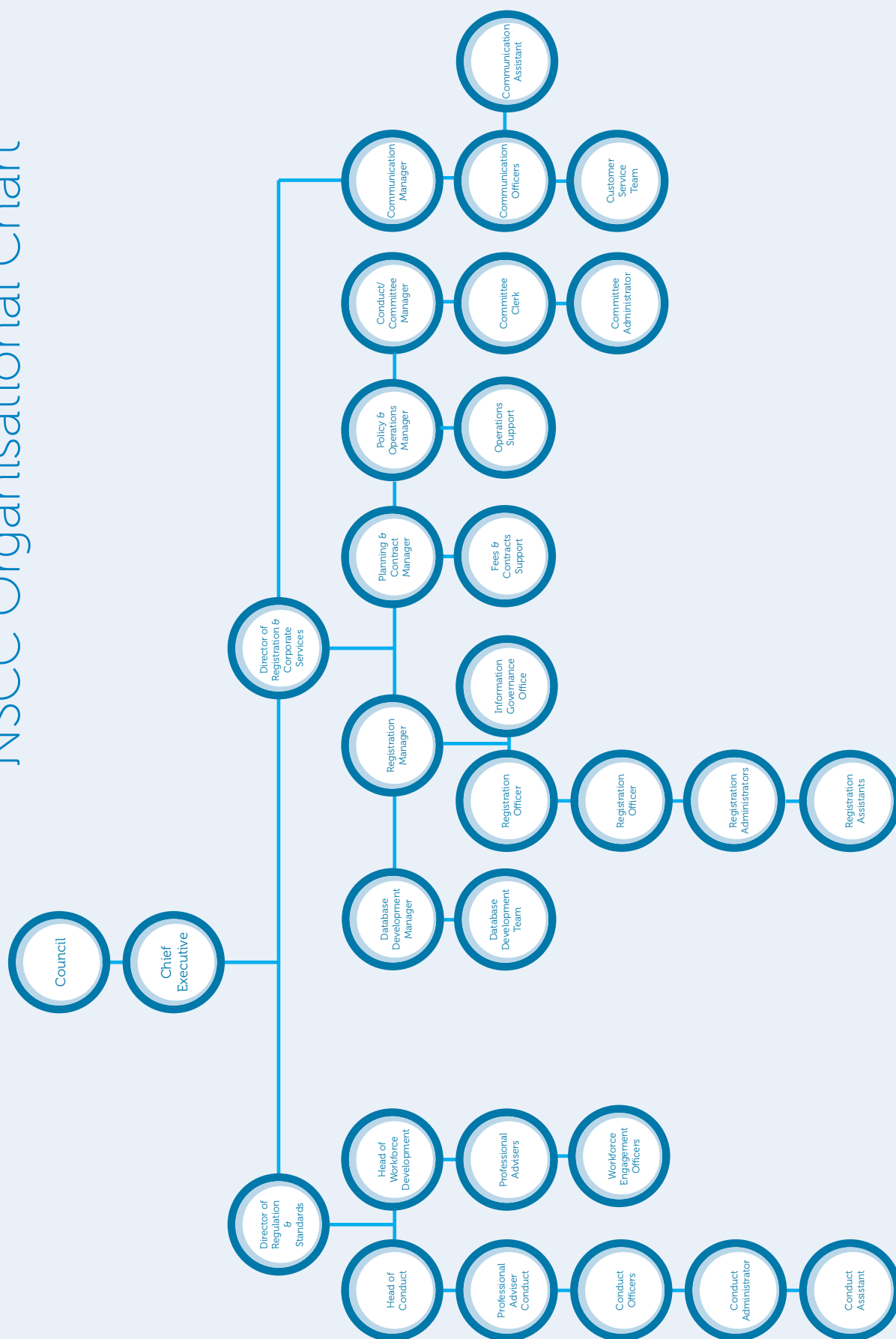


Anne O'Reilly



Lee Wilson

Appendix 2: NSCC Organisational Chart



Appendix 3:

Glossary of Terms & 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)
FReM	Financial Reporting Manual
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
PIP	Professional In Practice (PiP)
PLO	Practice Learning Outcomes
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
SfCD	Skills for Care and Development



Notes

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