

**Professional in Practice Partnership Committee****Wednesday 01 March 2023, 10.00a.m.****Via Zoom Call**

Unconfirmed Minutes

**Attendance:**

Roslyn Dougherty	<b>Chair</b>	Board
Jane Lindsay		External Assessor
Eileen McKay		BHSCT
Marita Magennis		SHSCT
Maura McMackin		HSC Leadership Centre
Denise MacDermott		UU
Elaine Somerville		SEHSCT
Noreen Higgins		BASW
Stephen Thompson		NIGALA obo Teresa Fallon
Lesley McAllister		PBNI obo Catherine Sweeney
Emma Maginnis		UU obo of Jennifer Hamilton
Adrian Nugent		EANI
Michaela Glover		SPPG
Anne Campbell		QUB

**In Attendance:**

Gillian McAuley	Professional Adviser
Catherine Maguire	Interim Head of Workforce Development
Nicola Lewis	Minute Taker
Clara Resina Del Campo	Administrator

**Apologies:**

Gillian McAllister	YJA
Ciaran Traynor	CiNi
Tina O'Reilly	Extern
Stephen McLaughlin	WHSCT
Lee Wilson	NHSCT

		<b>Action</b>
<b>1.</b>	<b>Welcome</b>	
1.1	The Chair opened the meeting and thanked everyone for their attendance. The chair welcomed Noreen Higgins (NH), representative for BASW and Stephen Thompson (ST), representative for NIGALA who are attending the Partnership committee for the first time.	
<b>2.</b>	<b>Declaration of Interest</b>	
2.1	The Chair asked for conflicts of interest. None were noted.	
<b>3.</b>	<b>Chair's Business</b>	

3.1	<u>Move to James House</u>	
	The Chair confirmed that the Social Care Council have now officially moved to their new offices based in the James House, 4 <sup>th</sup> Floor, 2 Cromac Avenue, Belfast, BT7 2JA.	
3.2	<u>Move to in person meetings once a year</u>	
	The Chair advised that going forward it is the intention of the Partnership to have at least one in person strategic meeting per year. This year's meeting will take place on 6 September 2023, in James House. Further details and agenda will be sent in advance. The June meeting will be held using MS Teams as planned.	
3.3	<u>Corporate Plan Consultation (papers circulated with agenda)</u>	
	The Chair confirmed that the Corporate Plan Consultation has been shared with all relevant employers, agencies and registrants, and is open for responses until 10 March 2023. The Chair advised that so far, the responses have been very positive. All Partnership members were encouraged to take part in the consultation.	
	A link to the consultation video, which is available on the website, was shared via the teams chat function.	
<b>4.</b>	<b>Minutes of Previous Meeting / Matters Arising</b>	
4.1	The minutes from November 2022 were agreed as a true and accurate record.	
4.2	<u>Invite to Aine Morrison – Sept meeting</u>	
	An invite was issued to Aine Morrison to attend the September Strategic meeting of the Partnership, but unfortunately, she is unable to make the date scheduled. Further dates will be issued and an update given at the next meeting.	
4.3	<u>Part-achievement within the PiP Framework</u>	
	Gillian McAuley (GMcA) provided an update on the work underway to look at how we share information and data relating to those who have achieved two thirds of an award. GMcA confirmed that work had commenced with the WHSCT, who would be part of the trial, to work together to ensure a robust system is in place and data is accurate and directed correctly. The aim would then be to roll this system out across other organisations in by May 2023.	
4.4	<u>Children's Services Framework for Integrated Therapeutic Care Update from working group 23 Feb 2023</u>	

	<p>Elaine Somerville (ES), Chair of Sub Group and GMcA provided an update following the workshop that had taken place in February 2023.</p> <p>ES stated that the framework needed to be accessible and span across professions to ensure culture was imbedded in Trusts and 3<sup>rd</sup> sector organisations from the start of employment. GMcA advised that the framework was an opportunity to make Professional in Practice (PiP) front and centre and map training levels against PiP requirements.</p> <p>It was discussed that there is a need to ensure the language used is understandable to all, and the importance of co-production was highlighted.</p> <p>ES also stated that the aim would be to allow for the use experiential learning, possibly completed over period of a year with tools for pip assessment built in at the start.</p> <p>ES confirmed that while an action plan is in place, the framework is still very much in the discussion phase, with lots of work still to be progressed.</p> <p>Further updates will be provided to The Partnership as the work progresses.</p> <p><b>The chair asked that this item is kept on the Agenda going forward</b></p>	<p>NL</p>
<p><b>5.</b></p>	<p><b>Credit Accumulation Route Update</b></p>	
<p>5.1</p>	<p><u>Update from Phase Two Working Group</u></p> <p>GMcA provided an updated from the working group who met on Tuesday, 14 February 2023 to review and discuss the options paper for the redesign of the CAR route. During the meeting it was agreed that Focus Groups should be set up to include Social workers who have used PRTL, and CAR to either record training, add credits and / or claim requirements. GMcA confirmed that she was in contact with Noeleen Higgins (NH), BASW in order to gain access to Social Workers from minority groups to sit on Focus Groups</p> <p>The aim of the Focus Groups would be to gain information to ensure the route remains accessible and inclusive to allow all social workers to engage with framework.</p> <p>Nicola Lewis (NL), PiP Team is currently pulling together data for focus groups to share with the group.</p> <p>Maura McMackin (MMcM) confirmed she would be happy to sit on the focus groups to give her experience of using the route in its current format.</p>	

	.	
5.2	<p><b><u>Submission Outcomes</u></b></p> <p>GMcA confirmed that there had been Seven submissions (12 requirements) received at the January 2023 Assessment Point; four for the NI Consolidation Award, two for the NI Specialist Award and one for the NI Leadership and Strategic Award.</p> <p>Two NI Consolidation Award submissions, two NI Specialist Award Submissions and one Leadership and Strategic Award submission were assessed as competent.</p> <p>One NI Consolidation Award submission was assessed as referred.</p> <p>One NI Consolidation Award submission was assessed as partial.</p> <p>GMcA stated that during the Decision-Making Forum the Chair agreed that the referred and partial candidates could be given time to use the feedback provided to make the required amendments and if they wish bring to the IAR point in October 2023, as a CAR re-submission.</p> <p>NH suggested that as submissions mainly come from recruitment agency and independent organisation staff it would be good to have a mentoring scheme involving those who have been through the route previously.</p>	
<b>6.</b>	<b><u>Information and Development Forum Update</u></b>	
6.1	<p><b><u>Draft Plagiarism Policy for Initial Professional Development Programme Pilot</u></b></p> <p>GMcA advised that agency partners have been working together to develop a process for how plagiarism will be dealt with by employers. Time has been scheduled to completed work on the interface between the universities and the employers policies.</p> <p>Eileen McKay (EMcK) thanked those who have been working on this policy, and stated the need for a consistent approach.</p> <p>The draft policy to be brought back to the Partnership for sign off at the June 2023 meeting.</p>	
6.2	<p><b><u>RPL Process – Information for Learning Zone</u></b></p> <p>GMcA advised that work is ongoing to pull the relevant information together. Meetings have taken place with QUB, and a meeting scheduled with UU.</p>	
<b>7.</b>	<b><u>Individual Assessment Route (IAR) Update</u></b>	

7.1	<p>An update on the March 2023 IAR assessment point will be given at the June 2023 meeting.</p> <p>GMcA stated that it is predicted that the March point could be busy judging by the number of queries, participants from the stronger together, and Social Workers who need to achieve their Mandatory Two Requirements. This is likely to bring increased numbers of in Leadership and Strategic Award submissions, which may be led to challenges with allocation of markers.</p> <p>Maura McMackin (MMcM) advised that numbers of Social Workers enrolling on the Stronger Together Programme are increasing.</p> <p>EMcK questioned what other evidence they are using to submit for PiP requirements outside of that taught on the programme. MMcM advised they would be able to use evidence from their work setting, combined with the knowledge and skills learnt on programme.</p>	
8	<p><b>Approval Panel Update</b></p> <p>AC provided an update on the work of the approval panelThe Chair thanked the Approval Panel members for their work in what has been a busy year.</p>	
8.1	<p><u>Counselling Studies and Health Communication - The Fundamentals of Cognitive Behavioural Therapy Module</u></p> <p>An Extra-Ordinary meeting of the Approval Panel took place on 31 January 2023. Consideration was given to the addition of the above module following submission relevant papers. The panel agreed that this would be approved with two recommendations</p> <ul style="list-style-type: none"> <li>• Module reading lists should be updated with additional, contemporary resources including relevant journal articles.</li> <li>• The University may wish to do some additional promotional work with employers of social workers to attract higher numbers of candidates from the profession. The Social Care Council would be happy to support with this.</li> </ul>	
8.2	<p>IPD Pilot Approval Panel Decision</p> <p>Jennifer Hamilton (JH), and Denise MacDermott (Denise MacD), University of Ulster attended the Extra-Ordinary meeting of the Approval Panel on 31 January 2023 to present findings from the IPD SWK704 Pilot and Agency PiP feedback.</p> <p>Anne Campbell (AC) provided an update on the Approval Panels decision in relation to the Pilot and confirmed that the panel considered all the information provided in detail and were satisfied that a single marking model, with robust quality assurance processes, could be presented as part of the overall</p>	

	<p>joint revalidation and re-approval processes for PiP Approved programmes.</p> <p>AC advised that some areas in relation to Plagiarism procedures, use of online systems for marking, and annual standardisation training had been raised that required to be addressed through discussion, negotiation and agreement between partners in advance of the joint revalidation process.</p> <p>AC confirmed that the panel agreed that all current mechanisms, as set out within course and module handbooks, should continue until the process of revalidation and reapproval is complete.</p>	
8.3	<p><u>Re-Approval of MSc Professional Development</u></p> <p>GMcA advised that a programme of work was in place, with the submission due from UU Academic Office on the 3<sup>rd</sup> of April 2023. There is a timetable of work following on from this which includes small reader group meetings commencing 17 April 2023 and an Approval Panel Revalidation Review scheduled for 11 May 2023.</p>	
8.4	<p><u>Work Based Learning Route (WBLR) Approval</u></p> <p>GMcA confirmed that herself and Mandy Cowden (MC) are processing well with the development of draft approval documentation for the WBLR which will be presented for consideration at next Approval Panel meeting on 20 April 2023.</p> <p><u>Other</u></p> <p>GMcA discussed a need for a strategic discussion about programmes that are multi-disciplinary with small numbers of social workers. Approval status comes with a lot of work to get approved, annual monitoring etc. and we need to understand that the PiP Partnership and providers continue to be content with this going forward.</p> <p>CM suggested that this could be one of the items to consider at the strategic meeting in September 2023.</p> <p>AC noted that whilst there can be a trend of low numbers of social workers on some programmes she is not in favour of putting parameters in place in terms of numbers that need to be met for PiP Approval.</p>	
8.5	<p><u>Annual Monitoring</u></p> <p>GMcA confirmed that the Annual Monitoring for 2020/21 and 2021/22 was almost complete and will provide a comprehensive overview of how the programmes have been running, and</p>	

	<p>measures that had been put in place during Covid and which of these have remained.</p> <p>The next steps will include issuing letters to programme co-ordinators before reporting on findings at the June Partnership meeting.</p>	
<b>9.</b>	<b>2023 PiP Award Ceremony</b>	
	<p>The Chair provided an update in relation to the PiP 2023 Award ceremony which is scheduled to take place in June 2023 as a face to face event. Due to a scheduling conflict the date is now proposed as 13 June 2023 in the Dunsilly Hotel.</p> <p>The PiP Team plan to visit the venue to ensure it can accommodate the needs of the ceremony, following this visit a 'Save the Date' will be issued to all guests and award recipients.</p> <p>EMcK asked if consideration could be given to acknowledge those who have part achieved. GMcA confirmed given the numbers this would not be possible as part of the ceremony, but suggested that the speaker could focus on this, and provide encouragement to currently on their professional development journey, and that self-reflection could form the basis for a theme for this year.</p> <p>DMcD suggested a class of 2022/2023 celebration to acknowledge those who had completed modules and gained requirements, and stated she would bring this to the IPD management board, for discussion and approval.</p>	
<b>10.</b>	<b>Review of Terms of Reference</b>	
	<p>A copy of the Terms of Reference (TOR) was issued in advance of the meeting for review.</p> <p>This was agreed and approved and will be brought to the next Board meeting for sign off.</p>	
<b>10.</b>	<b>AOB</b>	
	No other items were brought for discussion	
<b>11.</b>	<b>Matters for Reporting to the Board</b>	
<b>11.1</b>	Approval of TOR	
<b>12.</b>	<b>Dates of Future Meetings</b>	
<b>12.1</b>	<p>7 June 2023</p> <p>6 September 2023 – In Person Meeting, James House</p> <p>29 November 2023</p>	

Item	Owner	Action	Status
3.3	Chair	All members encouraged to engage with the Corporate Plan Consultation.	Open
4.2	Chair	Aine Morrison to be sent dates of future meetings of the PiP Partnership.	Open
4.4	ES & GMcA	Updates to be provided on the progress of the Framework for Integrated Therapeutic Care.	Open
6.1	JMcG	Draft Plagiarism Policy to be brought to the June 2023 meeting.	Open

### **Action List – 23 November 2022**

Item	Owner	Action	Status
1.1	Gillian	Continue to seek nominations for membership from NIGALA and BASW.	Closed
4.3	GMcA	A further update to be provided to the Partnership on progress at the next meeting.	On Going
6.2	JH & MR'O	Next steps to be agreed and update Chair of IPD Programme.	On Going
7.1	MO'R & RD	Partnership Strategic Priorities Workshop to be planned for 2023.	Closed
7.1	McM, EMcK & MC	Meet to discuss way forward and report back	On Going
8.1	EM & DMacD	UU to circulate work plan completed to date and engagement plan with senior management in partner organisations.	Closed
8.1	MO'R & JH	Social Care Council and UU to meet to discuss proposal for a postponement	Closed
8.1	EM, DMacD & JH	Partnership Workshop to be delivered in January 2023	Closed
8.1	EM, DMacD & JH	Proposal Papers to be circulated after 30 November Workshop with Heads of Service	Closed
10.3	CM & ES	Work to be taken forward with Elaine Somerville on her return to work.	Closed

