

**Northern Ireland Social Care Council
Remuneration Committee
10:00a.m on Wednesday 10th January 2024
MS Teams video conference
Unconfirmed Minutes**

Present

Sarah Browne (Acting Chair) (SB)
Roslyn Dougherty (RD)

In Attendance

Peter Lavery, Assistant Director, Human Resources, BSO (ADHR)
Declan McAllister, Director of Registration and Corporate Service, Social Care Council (DRCS)
Sandra Stranaghan, Head of Business Services (HoBS)
Maureen Martin, Business Support

Apologies

Paul Martin (**Chair**)

Formalities		
(1)	Welcome and Apologies	Action
1.1	Apologies were received from Paul Martin, Chair and members nominated Ms Browne as acting Chair as there were no critical decisions due for consideration.	
1.2	Peter Lavery was welcomed to the meeting and advised that he would be attending future meetings as replacement postholder for Alison Andrews.	
(2)	Conflicts of Interest	
2.1	The Director of Registration and Corporate Service reported a conflict of interest in relation to agenda item 8, Senior Leadership Success Planning.	
(3)	Chair's Business	

3.1	<p>The Head of Business Services gave the following update on behalf of the Chair:</p> <ul style="list-style-type: none"> The sector wide financial difficulties arising from the absence of a Health Minister has been reflected in recent engagement with the Permanent Secretary; <p>Notifications have been received from UNISON and NIPSA confirming planned industrial action in January and February. Staff participation in previous industrial action has not had a significant impact on business although it is expected that call waiting times may be longer due to a reduced staffing resource in the registration team. A report will be provided to BSO HR on staff activity and managers will be requested to identify additional support required on strike days.</p>	
(4)	Unconfirmed minutes of previous Remuneration Committee meeting of 14th June 2023 - for approval	
4.1	The minutes of the previous Remuneration Committee of 14 th June 2023 were approved as a true and accurate record subject to a minor grammatical correction in paragraph 3 on page 4.	
(5)	Matters Arising	
5.1	<p>The Director of Registration and Corporate Services (DRCS) gave an update to the Remuneration Committee on the following matters arising.</p> <p><i>NMC Fitness to Practice Committee Panel Members Case</i></p> <p>The DRCS gave a progress update on the ongoing Sommerville v NMC case. The judgment recognised that the NMC arrangements in respect of panel members give members the employment status of workers when sitting in hearings however it has not yet been determined how long the back-pay entitlement period will be set for.</p> <p>The DRCS confirmed that costs for annual leave and pension entitlement for 27 Committee members have been accrued year on year and public funds cannot be paid out until the case is finally settled.</p>	

	<p>It was highlighted that regular open and transparent engagement in relation to the NMC case and judgment has taken place with Committee members over the last 2 years. Discussion around joining the NEST pension scheme will not be raised until the final outcome of the case has been received. It is intended that a revised contract of engagement will be drafted for Committee members as the judgement will have an overall impact on fees for delivery of services.</p> <p>Remuneration Committee members will be notified once the outcome of the case is known and the DRCS will maintain a watching brief as the outcome will inform how contracts for Committee members are set up going forward.</p>	
(6)	Verbal update on Senior Executive Pay Award – Assistant Director, Human Resources	
6.1	<p>The Assistant Director, Human Resources confirmed that a Senior Executive Pay Award circular was issued by the Department of Health on 18th December. Regional HR teams and Payroll have established that the 2022/23 pay award will be processed for payment to Senior Executives in February 2024. The Assistant Director, Human Resources will issue a letter to Senior Executives in advance of payment outlining the details of the pay award.</p> <p>BSO HR have not yet been informed of the outcome of a Department of Health review of Senior Executive pay and consideration of a new payment scheme that was completed in September 2023 and will share the communication with Remuneration Committee members once received.</p> <p>The DRCS gave assurance that the pay award for the Chief Executive was formally approved by the Board at the July meeting. The Assistant Director will follow up with the Pay and Conditions manager to ensure that a letter has been issued to confirm that the Chief Executive's performance has been approved for payment: ACTION</p> <p><i>The Remuneration Committee noted the verbal update on the Senior Executive Pay Award.</i></p>	ADHR

(7)	Update on PSNI Decision re Payment of Annual Leave - verbal	
7.1	<p>The Assistant Director, BSO HR advised that BSO, 5 Health & Social Care Trusts, NIAS and the Society of Radiology all have group actions lodged. The tribunal have stayed all claims awaiting the outcome of the PSNI decision from the Supreme Court.</p> <p>The initial step of the tribunal process is to agree legal and factual issues. BSO HR are taking forward collective bargaining with Trade Union officials to try for mutual agreement.</p> <p>A progress report will be provided to the Remuneration Committee members following the next tribunal meeting planned for the second week in May.</p> <p>The DRCS noted that there is an understanding that the Social Care Council allocation will be paid for by the Department of Health as it is not currently being accrued for.</p> <p><i>The Remuneration Committee noted the verbal update on PSNI Decision re Payment of Annual Leave.</i></p>	
(8)	Senior Leadership Succession Planning	
8.1	The DRCS recused himself for agenda item 8 due to a declared conflict of interest.	
8.2	The Head of Business Services advised that the need for succession planning had arisen due to an intention to retire indicated by the Chief Executive. The Chair will follow up with the Chief Executive to seek formal confirmation of retirement plans.	
8.3	Views were sought from the Remuneration Committee on the proposal to re-evaluate and re-grade the Chief Executive job description. The job specification currently requires candidates to be registered as a fully qualified social worker and it is proposed that the criteria is updated to remove this requirement to a broaden the potential applicant pool when a recruitment exercise is undertaken. This is also supported by the fact that the post of Director of Regulation and Standards must be held by a qualified social worker.	

8.4	There has been informal consent indicated by the Office of Social Services for a re-evaluation of the Chief Executive job description and grading of post to better reflect the expanded remit and responsibilities of the role and bring the post in line with Chief Executive posts in other organisations.	ADHR
8.5	It was noted that interim Chief Executive arrangements may need to be put in place, subject to the notice period for the current Chief Executive and the expected time frame for completion of the re-evaluation and recruitment processes and the Director of Regulation and Standards has agreed to take up the role on an interim basis.	
8.6	Following discussion, the Assistant Director, BSO HR agreed to engage on the Chief Executive job description and specification as needed. Previous correspondence from the Permanent Secretary confirming removal of restrictive practice previously imposed around the review of Senior Executives to be shared : ACTION.	
8.7	Once the job description has been agreed and updated, it will be submitted by the Director of Human Resources to the Department of Health for evaluation and confirmation of grade.	
8.8	A meeting to be arranged with the Chair for an update on the formal position of the Chief Executive on retirement and discuss how to bring the matter for Board consideration. A subsequent planning and logistics meeting to be arranged for the Assistant Director, HR and Head of Business Services and will include handling of process and communication with Department of Health and registrants: ACTION	
8.9	It was agreed that Remuneration Committee members will review the current job description and send views and comments to the Head of Business Services: ACTION The Head of Business Services will send feedback from today's Remuneration Committee to the Chair for information.	SB/RD
9.	Any other Business	
9.1	There was no other business.	
(10)	Date of next meeting	

10.1	The next Remuneration Committee meeting is scheduled for 9:30a.m on Wednesday 26 th June 2024 via MS Teams.	