



Northern Ireland Social Care Council

Minutes of Council Meeting Wednesday 22 October 2014 at 10am NISCC Offices, Millennium House, Belfast

Present

Council

Jim Perry (Chair)	Maire McMahon
Brenda Maitland	Geraldine Campbell
Julie Erskine	Neil Bodger
Trevor Spratt	Ruth Lavery
Lee Wilson	

In Attendance

Colum Conway (Chief Executive)
Patricia Higgins (Director Regulation & Standards)
Mark Bradley (Director Registration & Corporate Services)

Angela McCrory – Note Taker

Members of the Public

None

Item		Action
1.	Apologies for Absence	
1.1	The Chair welcomed everyone to the meeting. He especially welcomed Mr Wilson and Ms Maitland to their first full Council Meeting. The Chair also welcomed the return of Ms Lavery and thanked Ms Erskine for deputising on her behalf as Chair of Audit and Governance Committee. The Chair also welcomed agreement from Ms McMahon, Mr Spratt and Mr Blake to serve on the Council for a further year.	
1.2	Apologies had been received from Mr Blake.	
2.	Declarations of Interest	
2.1	There were no declarations of interest.	
3.	Chair's Business	
3.1	The Chair updated members on the progress of the further two new members to Council who will be joining in November, pending 'Access NI' checks.	
3.2	The Chair announced that Equality Briefing for Council members would take place today after the meeting.	
3.3	The Chair reported that the Chair of the Registrants Committee, Mr Brian Smyth, had stepped down from his role due to work and personal commitments He thanked Mr Smyth for his work with the Registrants Committee over the years. He informed the meeting that the Director of Regulations and Standards is undertaking a review of the Committee's role function and membership and will report back to Council.	
3.4	The Chair reported on the successful PQ Awards ceremony, which was held on 1 October 2014 in Ballymena. He thanked Ms O'Rourke, Head of Workforce Development, and the Director of Regulations & Standards for their work and paid tribute to Mr Blake	

	(the Chairman of the PQ Partnership) for the excellent event. He noted that the awards had received a 3/4page spread in the local Ballymena paper.	
3.5	The Chair stated that an Induction for the new members to Council would be held in November and which would also give them the opportunity to consider which of the Council Committees they would like to participate in.	
4.	Chief Executive's Report	
4.1	<p>The Chief Executive spoke to his report, which had previously been circulated, highlighting in particular,</p> <ul style="list-style-type: none"> • Work across the nations: He reported that he attended a joint meeting between the CEOs and GLOs of the Social Care Councils from Wales, Scotland and N.I. in Cardiff. The Chief Executive and the Chairman also attended a joint meeting of the CEO's and Chairs of the three councils. Work is on-going with the other councils and with the Skills for Care in England on taking forward the Skills for Care and Development Partnership. • Social Care Workforce Development: The Chief Executive informed the meeting of the workshop held on the 16th October. The workshop will see the Workforce Development Committee/Partnership re-established at NISCC. • Amended Logo. The Chief Executive drew members' attention to the updated logo for NISCC which was displayed on some of the papers at today's meeting. He informed them that this was part of the modernization work which is underway, along with the updating of the NISCC website. 	
5.	Unconfirmed Minutes of Council Meeting held on Wednesday 9 July 2014	
5.1	A member noted that 9.2 should be amended to highlight the discussion with regard to social workers unable to gain employment after their Degree course - impacting on their ability to undertake the AYE.	

	The minutes of the 9 th July will be corrected to note the amendment and will be signed by the Chair.	
6.	Matters Arising	
6.1	Any matters arising will be discussed as part of today's agenda.	
7.	NISCC Allocation 2014/15	
7.1	NISCC Allocation Letter	
	The Chair reminded members that this item had formed the basis of the Extraordinary Council Meeting on 2 nd October.	
7.2	Proposals paper for savings delivery 3014/15	
	The Director of Registration and Corporate Services informed the meeting that a proposals paper had been sent following a request from the Department. He went into the background of the paper which was brought about due to the significant reduction of the NISCC budget and the further savings of 2½% which had to be found in year. The savings proposal included managing staff leave so that no leave will be carried over from 2014/15 to 2015/16 and introducing measures to control staff travel that will reduce cost but not impact core business.	
8	Finance Report	
8.1	The Director of Registration and Corporate Services presented the report. He asked members to note that NISCC was showing an overspend at the end of the second quarter of £6k and at year's end would expect an overspend of £8k. He further informed Members, that Management were undertaking all necessary steps to ensure a breakeven position for year end.	
9	Quarter 2 Performance Management Report	
9.1	The Director of Registration and Corporate Services presented the report. In doing so, he identified the areas in registration where there was some slippage in the KPI's. In terms of processing, this	

	<p>was mainly due to some down time with the Portal. He informed members that the Portal was now stable and the number of Registrants using the Portal continues to increase.</p> <p>Members were informed that there were over 2,000 registrants on the Register on a voluntary basis.</p> <p>The Director of Regulation and Standards informed members that staff have been engaging with employers and social care workers to promote the Code of Practice and in this context, to discuss lessons learned from Conduct Hearings. She also informed members that NISCC had engaged with senior managers in RQIA and were in the process of identifying common practice issues.</p>	
10	Audit & Governance	
	<p>The Chair of the Audit & Governance Committee stated that the Council members of the Committee intended to meet to discuss the Management Statement and Financial Memorandum and the changes required.</p> <p>The Chair agreed to place the item on the Agenda for the Accountability meeting with the Permanent Secretary in November. The Director of Registration and Corporate Services agreed to liaise with the GLO to action this.</p>	
10.1	The Chair of the Audit & Governance Committee presented the minutes of 15 th October 2014.	
10.2	Corporate Risk Register: This was reviewed by the Audit and Governance Committee and Council endorsed the Corporate Risk Register.	
10.3	Risk Management Strategy: This was presented at the Audit and Governance Committee and was endorsed by Council.	
10.4	Audit & Risk Assurance Committee Handbook: This was for information only. The Chair of Audit & Governance requested that this be sent to all new Council Members as part of their induction as it is a very useful document.	

10.5	Assurance Framework: The Chair of Audit & Governance Committee informed members that this had been endorsed by the Committee and asked Council for their endorsement. This was endorsed by Council	
10.6	Information Governance Strategy: The Chair of Audit & Governance Committee informed members that the Committee had adopted the recommendations and asked for Council to endorse. This was endorsed by Council	
10.7	HIA Mid-Year Report: This was noted by Council	
10.8	NISCC Mid-Year Assurance Statement: The Chair stated that there were no major issues of internal control and asked Council to endorse the paper. This was endorsed by Council.	
10.9	Progress Report to the Audit and Governance Committee: The Chair reported that the Progress Report was satisfactory and asked members to accept the recommendations. These were accepted by Council.	
10.10	BSO Annual Assurance: The Chair reported that this was for information only.	
10.11	Report to those Charged with Governance: The Chair reported that this was the final version of this Report, and now included Management comment. This was noted by Council	
11	Unconfirmed Minutes of Participation Partnership September 2014 (for information)	
11.1	The Chair of the Participation Partnership highlighted 3.1 of the	

	minutes and informed members that this would be updated to reflect the concern voiced by members. She also reported that Brenda Horgan, NISCC Professional Advisor, would be taking a lead role in supporting the Director of Registration and Corporate Services in working with the Partnership.	
12	Professional in Practice	
12.1	In the absence of the Chair (Joe Blake) the Director of Regulation and Standards presented the minutes. She noted good progress in the development of PiP, and also noted the positive feedback provided by Pat Higham the external adviser to the Partnership.	
13	Professional Issues Strategic Group	
13.1	The Chair of the Professional Issues Strategic Group drew members' attention to 4.1 of the minutes and the concern raised about changes to the management structures within the Youth Justice Agency which may have an impact on social workers in the Agency. She reported that this issue will be followed up with the Youth Justice Agency. Ms McMahon will continue to Chair the Committee for a further year.	
14	Any other business	
14.1	Nothing to report	
15	Date of next meeting: The next meeting of Council will be the Strategic Workshop on 3 December with the next full Council meeting taking place on Wednesday 18 February 2015	