



Northern Ireland Social Care Council

Minutes of Council Meeting Wednesday 1 July 2015 at 10am NISCC Offices, Millennium House, Belfast

Present

Council

Jim Perry (Chair)

Joe Blake

Neil Bodger

Geraldine Campbell

Julie Erskine

Ruth Lavery

Brenda Maitland

Maire McMahon

Catherine McPhillips

Anne O'Reilly

Trevor Spratt

Lee Wilson

In Attendance

Colum Conway (Chief Executive)

Patricia Higgins (Director of Regulation & Standards)

Mark Bradley (Director of Registration & Corporate Services)

Roberta Magee (Chair of Registrants Forum)

Carolyn Ewart (Vice Chair of Registrants Forum)

Maureen Martin- Minute Taker

Apologies

None

Item		Action
1.	Welcome and Apologies	
1.1	The Chair welcomed everyone to the meeting and introduced the Chair and Vice Chair of the Registrants Forum to the Council meeting. No apologies had been received.	
	PiP animation and PiP launch video were shown to Council members. The Chair thanked all staff involved in the animation and launch day for their hard work and professionalism.	
2.	Declarations of Interest	
2.1	There were no declarations of interest.	
3.	Chair's Business	
3.1	The Chair gave members a verbal update on the PiP Launch event and reported how well received and well attended the event had been and congratulated all those who had worked on it. He particularly praised the high standard of the PiP animations and the excellent feedback received from attendees.	
3.2	The Chair reported that he had attended the Regulators Parliamentary Reception at Stormont and had had an opportunity to meet with MLAs in an informal setting.	
3.3	The Chair informed members he had attended the Registrants Forum Induction.	
3.4	The Chair reported to members that he had attended an Outcome Based Accountability workshop that had been delivered in- house, promoting engagement and involvement and that was less focused on a statistical and process driven approach. He stated that this could be useful in giving a different angle of approach in the development of a future corporate plan <i>Action: MB to email slides of OBA Workshop to Council Members</i>	

3.5	<p>The Chief Executive reported on his attendance with the Chair at the CEF (Chief Executives' Forum) Challenge event on Shaping Reform. He stated that this had been a very useful event which allowed for a complete process of engagement and innovative discussion with Senior Management across the Public Sector in Northern Ireland. Following on from these events, a report on Reform will be created for Finance and Personnel. The Chief Executive stated that this process gave an opportunity to examine where NISCC is in terms of reform re technology and leadership</p>	
3.6	<p>The Chair reported gave an update to members on his Accountability meeting with Sean Holland, DHSSPS and stated that although no issues had been identified, he had raised concerns himself regarding public appointments. Mr. Holland stated that advertising of public appointments for NISCC would not begin until September 2015.</p> <p><i>Action: The Chair is to seek clarification on the extension of current appointments and will update members</i></p>	
4.	Chief Executive Business	
4.1	<p>The Chief Executive spoke to the Chief Executive's Report and reported good feedback from the DHSSPS regarding NISCC</p>	
4.2	<p>The Chief Executive informed members that he had attended the following events :</p> <ul style="list-style-type: none"> • 4 Quality! - The Chief Executive reported that representatives from across Europe had been in attendance at this event and it showed the increased interest in how homecare is provided throughout Europe including the associated job creation and opportunities. It also spotlighted the social policy arising around dementia care and care of the elderly. The Chief Executive had attended to reflect the development of social care regulation in Northern Ireland and the groundbreaking work that NISCC is carrying out with the regulation of social care workers • Chief Executives' Forum- reported on at item 3.5 • PiP Launch • Registrants Forum • Regulators Parliamentary Reception 	

	<ul style="list-style-type: none"> • Clear Conference, Amsterdam – the Chief Executive reported as relevant to NISCC as it gave a worldwide, broad overview of professional registration 	
4.3	The Chief Executive updated the members on the roll out of registration of domiciliary care workers. He reported that the process will commence in September 2015 with an expected completion date of December 2016. A phased roll out is planned and it is expected that the first cohort for registration will be the Western Trust due to the new procurement contract requirements which stipulates that domiciliary care workers must be registered with NISCC. The Director of registration and Corporate Services confirmed that a robust plan is in place for the management of the roll out which will include quarterly management and performance reports.	
5.	Minutes of Council Meeting held on Wednesday 29 April 2015.	
5.1	The Minutes were agreed as an accurate record of the meeting and will be signed by the Chair.	
6.	Matters Arising	
	No matters arising	
7.	Business Matters	
7.1	No business matters	
8.	Performance Reporting	
8.1	Regulation of Social Work Education and Training Report	
8.1.2	<p>The Director of Regulation and Standards presented this report and gave an overview of the contents to Council members.</p> <p>The Director of Regulation and Standards stated that the NISCC sets the specification for the Social Work degree and any post qualifying training within the Professional in Practice framework in Northern Ireland. NISCC also has standards in place for the approval of education and training in Social Work at qualifying and</p>	

	<p>post qualifying levels.</p> <p>The Director of Regulation and Standards stated that the Social Work degree is on a 5 year review cycle and noted that a list of recommendations from the last review, which was completed last year, could be found in the appendix of the document.</p>	
8.1.3	<p>The Director of Regulation and Standards explained that recruitment onto the Social Work degree is a priority with a particular emphasis on gender and diversity. The current high degree entry level has translated into high calibre students and examination results however it was noted that there is difficulty recruiting onto the current 5 year part time degree course and a review would be required to establish where this can be improved.</p>	
8.1.4	<p>The Northern Ireland Social Work Degree Partnership is to lead on a report on the regional consistency in service user and carer engagement and the Director of Regulation and Standards particularly noted the innovative results in service user and carer engagement that has been achieved by Joe Duffy and the Ulster University</p>	
8.1.5	<p>The Director of Regulation and Standards briefly discussed the curriculum of the Social Work degree and the need for ongoing development within the curriculum to reflect community based teaching and approaches. A member raised the issue of the internal reporting and escalation process for addressing concerns raised by Social Workers and queried what support mechanisms are in place for social workers to provide them with the resilience to sustain the concern throughout this process.</p>	
8.1.6	<p>In response to a member's query on how social work placements are quality assured, the Director of Regulation and Standards explained that only organisations authorised by NISCC are able to have placements. Quality assurance is maintained by the triangulation of the evidence provided by:</p> <ul style="list-style-type: none"> ✓ Annual Monitoring ✓ Feedback from the universities and students ✓ Site visits 	
8.1.7	<p>The Director of Regulation and Standards thanked the Council and Social Work Partnership for their support and engagement with regard to the Professional in Practice which provides approved programmes of CIPD and individual assessments for Social</p>	

	<p>Workers. Although NISCC is the awarding body as well as the regulator, external approval and verification is built in to ensure the awards are of a high standard.</p> <p>A member queried the whether a PiP model would be initiated also for social care workers however it was noted that NISCC do not have the same statutory responsibility and that training and development for social care workers would be established in the future in conjunction with partnerships and be mandated by public feedback and proposition.</p> <p>The Director of Regulation and Standards informed members that communication with social care workers had improved and the value and quality of the products and PiP framework highlighted</p>	
8.2	Report of the Regulation Activity of the NISCC 2014-15	
8.2.1	The Director of Regulation and Standards presented this report and gave an overview of the report to Council members. She stated that 11,000+ applications had been processed in the period with 11 application refused registration following suitability assessment by Registration Committees.	
8.2.2	<p>Of 193 Newly Qualified Social Workers (NQSW) who have not commenced their Assessed Year in Employment (AYE) it was noted that 33% had not obtained a Social Work post and were currently unemployed. Discussion followed on the impact of market forces on the availability of permanent job opportunities and the subsequent impact on AYE placements as many NQSWs are having to take up short term or temporary contracts. A member queried the figure on page 12 of the report of “41 who have not started in Trust” and it was clarified that this figure relates to staff who may be working in social care but not social worker positions. Concerns were also raised by Council members on the level of up to date training for staff returning to work (RTW). The Director of Regulation and Standards concurred that further exploratory work was required to map trends and monitor gaps between qualifying and practice</p> <p><i>Action: Director of Regulation and Standards to add another grid or paragraph on Page 12 to enhance the reporting on AYE and RTW</i></p>	

	<i>statistics to ensure adequate information is provided to the DHSSPS as recommended by the Council</i>	
9.	Partnerships Updates	
9.1	Quarterly Participation Partnership Report	
9.1.2	<p>A member presented the first Participation Partnership Report to Council. She informed Council that three new members had now joined the Participation Partnership with two new members in the pipeline and an Induction session had been arranged. The member stated that the feedback from the Participation Partnership group on the recent joint workshop with Council had been very positive and Council agreed that further opportunities for joint meetings with the group and the Registrants Forum would be explored.</p> <p>The Chair stated that he had observed a member of the Participation Partnership group in a work capacity at a recent public event and had noted the high standards of engagement and collaboration he had demonstrated and commended him as an excellent ambassador for NISCC.</p> <p>The Council endorsed the three new members to the Participation Partnership</p>	
9.2	Participation Partnership Committee – Unconfirmed Minutes 20 January 2015. (for information)	
9.2.1	The minutes from the Participation Partnership Committee meeting were presented to Council for information.	
9.3	Workforce Development Partnership - Unconfirmed Minutes – 21 April 2015 (for information)	
9.3.1	The minutes from the Workforce Development Partnership meeting were presented to Council for information.	
9.4	Workforce Development Report	
9.4.1	The Chief Executive spoke to the Workforce Development report	

	<p>and informed the Council that partnerships had been established with employers at senior management level within the statutory, voluntary and private sectors to look at key themes and to date 2 meetings had been held.</p> <p>A workshop is planned for September 2015 to build on the scenario planning methodology that had been introduced in May 2015.</p> <p>The Chief Executive stated that the report was a starting point proposal to examine the urgent issues within the sector including recruitment, education and training and learning and skills with a key component being to establish a network of supporting managers who would act not just in a business capacity but as practice leads also.</p> <p><i>Action: The Chief Executive is to issue the previous workforce development paper (Check with Jim re this!!)</i></p>	
9.5	PiP Partnership Committee – Unconfirmed Minutes - 11 June 2015 (for information)	
9.5.1	The minutes from the PiP Partnership Committee meeting were presented to Council for information.	
9.5.2	Council members asked for it to be noted that all staff who contributed to the PiP launch should be commended for their work in presenting such a professional image of social work and the provision of excellent presentation materials and visuals.	
10.	Audit and Governance	
10.1	Accountability Meeting feedback	
10.1.1	A member informed the Council that an Accountability meeting had been held with internal and external auditors. The auditors had given very positive feedback on the response to their queries by NISCC and no concerns had been raised.	
10.2	Audit and Governance Minutes – 13 May 2015 (for information)	

10.2.1	The minutes from the Audit and Governance meeting were presented to Council for information	
10.3	Letter of Understanding	
10.3.1	The Letter of Understanding was noted- check with JP	
10.4	Report to those Charged with Governance	
10.4.1	The Director of Registration and Corporate Services spoke to the report and stated that it was a clean report with no Priority 1 findings. An issue with Prompt Payment had now been mainly resolved and was now compliant with the Prompt Payment target	
10.5	Annual Report and Year End Accounts	
10.5.1	The Director of Registration and Corporate Services spoke to the Year End Accounts and stated that NISCC had received a clean audit report with an underspend of £2129.	
10.5.2	The Director of Registration and Corporate Services highlighted a slight change in the Annual Report with the addition of the Directors' Report and Strategic Overview	
10.5.3	The Council formally adopted the NISCC Annual Report and Year End Accounts	
10.6	Corporate Risk Register	
10.6.1	The Council thanked the Audit Committee and Business Manager for their contribution in the completion of the Corporate Risk Register The Corporate Risk Register was endorsed by the Council	
10.7	liP Report (for information)	
10.7.1	The liP Report was noted by the Council	
10.8	Terms of Reference of Audit Committee (for information)	
10.8.1	The composition of the Terms of Reference of Audit Committee	

	<p>were found to be satisfactory by the Audit Committee with no amendment required and had been endorsed by Audit Committee.</p> <p>The Terms of Reference of Audit Committee was noted by the Council</p>	
10.9	Information Governance Report	
10.9.1	<p>The Director of Registration and Corporate Services spoke to the Information Governance report and informed the Council that a personal data breach had occurred with an individual and it had been referred to ICO. The Director of Registration and Corporate Services would bring the matter to Council if the issue was escalated to the Ombudsman.</p>	
11.	AOB	
11.1	<p>The Chief Executive informed the Council that the following were to be addressed by the Professional Issues Strategic Review Group (PISRG):</p> <ul style="list-style-type: none"> ✓ Sexual Exploitation – on agenda for September meeting of PISRG ✓ Front line Staff Training ✓ Validity of Group <p>The Chief Executive informed the Council that an additional Council member would be joining the Professional Issues Strategic Review Group following concerns raised by the Chair of PISRG as to who could effectively deputise in her absence</p>	
11.2	<p>The Chief Executive informed the Council that a Strategic Session was planned for 9 September 2015. This session could be used to start the corporate planning process and to plan the key objectives for the coming year and would be an effective opportunity to take a Scenario Planning Methodology approach to the Corporate Plan. An external facilitator, Rob Rae, will join the Strategic Session after the initial share process.</p>	
11.3	<p>The date of the next Council Meeting – Wednesday 21 October 2015</p>	