



Northern Ireland Social Care Council
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**Workforce Development Partnership
 Unconfirmed Minutes
 Thursday 16 March 2017
 at 10.00am, NISCC Offices**

Present

- Anne O'Reilly – NISCC Council Member
- Deirdre Walsh – Department of Economics
- Pauline Shepherd – IHCP
- Judith Jamison – Triangle Housing
- Cindy Scott – Belfast Central Mission
- Margaret O’Kane - SEHSCT
- Sandra Gray - BHSCT
- Mairead Mackle – HCIL
- Neil Bodger – NISCC Council Member

In Attendance

- Colum Conway (Chief Executive)
- Patricia Higgins (Director of Regulation and Standards)
- Marian O’Rourke (Head of Workforce Development) Cathy Kennedy (Minute Taker)

Item		Action
(1)	Welcome and Apologies	
1.1	The Chair welcomed everyone to the meeting and accepted apologies from, Agnes Lunny, Brenda Maitland, Lesley McGarity, Vivienne Toal, Leslie Ann Newton, Eileen Dunlop and Paul Rooney	
(2)	Unconfirmed Minutes of Previous Meeting – 12 January 2017	
2.1	The minutes were agreed as an accurate record of the meeting.	
(3)	Matters Arising	
3.1	Social Care Symposium	
	The Chief Executive advised that a steering group had been set up	

	and will be meeting today after the partnership to take this work forward.	
3.2	Strategic Issues for Social Care Workforce Report	
	The Chief Executive commented that the Social Care Workforce report facilitated through the workshops run by John Compton will be completed in the next couple of months. It will be ready in time to be considered in light of the recommendations arising from the Expert Panel on Adult Social Care which is due to report in May.	
3.3	Expert Advisory Panel in Adult Care and Support – Update	
	The Chief Executives confirmed the panel has held a number of consultative workshops. NISCC were represented at all the workshops. The panel provided good feedback on how the report will be constructed. It is hoped that the report from the panel will build momentum for change in the Adult Social Care Sector.	
3.4	Pauline Shepherd raised concerns that the Expert Panel was no longer able to proceed with the economic modelling of London School of Economics and it was suggested that in-house statisticians were to be used. Other members of the Partnership shared this concern and highlighted the issue of the quality of information in Northern Ireland to the Expert Panel.	
(4)	Zero Hours Contract – Deirdre Walsh, Department of the Economy	
4.1	Deirdre Walsh provided the Partnership with the background information regarding zero hours contract. She highlighted the difficulties that had been encountered during information gathering and the development of legislation. The members of the Partnership discussed their experience with zero hours contracts and the pros and cons of using it within their organisations.	
4.2.	Deirdre Walsh advised that there is a review of modern employment practices being carried out by Mathew Taylor and the report is expected to be completed in June. The outcome of this report will be key to legislative work.	
4.3	It was agreed that Deirdre would contact Mairead Mackle and Pauline Shepherd for more in-depth discussions.	
(5)	Work Plan Update	
5.1	Values Based Recruitment	
	Marion O'Rourke advised the partnership that a Programme Initiation Document (PID) was developed to set out the structures	

	of a project to address the value based recruitment and retention of the social care workforce. The objective of the project is to develop a values based framework and tool kit to aid social care providers to effectively recruit staff.	
5.1.2	Marion O'Rourke proposed that a project steering group be set up and asked for nominations from the Partnership. It was agreed and Marion will email members asking for their nominees.	
5.2	Revision of Induction Standards	
5.2.1	Marion O'Rourke informed the Partnership that the Induction Standards have been revised in light of the new Standards of Conduct and Practice.	
5.2.2	Marion asked the Partnership for their views on introducing a certificate for induction standards and explained that this would be an opportunity to kite mark induction standards and allow the sector to recognise each other's training. The partnership agreed in principle, however had issues with standardisation, quality assurance and validation.	
5.2.3	The Chief Executive commented that City and Guilds might be interested in running a pilot on a new digital certificate that might help address issues in relation to standardisation and validation. He agreed to gather further information regarding the pilot as it becomes available.	
5.3	Qualification	
5.3.1	Marion O'Rourke commented that a review of the qualifications had been completed and that the next steps were to identify the gaps. The qualifications panel have begun to look at how qualifications are linked to the job roll and developing a CPD framework.	
5.3.2	Marion informed the Partnership that City and Guilds have provided a level 4 diploma and but still waiting on a level 4 certificate. The Department have been advised of both qualifications and both have been included in training support funds. Sandra Gray commented that RQIA need to consider this new qualification and review the way people can move within an organisation, ensuring that their requirements reflects what is being offered. It was agreed that NISCC would engage with RQIA and the Department of Health regarding this issue.	
5.3.3	Marion stated that the qualifications panel membership had been reviewed and representative from residential care is required. Marion will email members asking for expressions of interest.	
(6)	NISCC - Corporate Plan 2017/21	
6.1	The Chief Executive noted that the registration of domiciliary care	

	workers and day care staff was almost complete and the deadline for registration for these groups is 31 March 2017.	
6.1.2	<p>The Chief Executive gave a brief overview of the corporate plan for 2017/21 and explained that it will be published after it has been approved by the Department of Health. He further went on to explain that it was based on the following five key themes:</p> <ul style="list-style-type: none"> • Standards • Regulation • Development • Leadership • Engagement 	
6.2	NISCC Business Plan 2017/18	
	The Chief Executive explained that the business plan will underpin the commitments set out in the NISCC Corporate Plan. Once the business plan has been approved by the Department of Health it will be circulated.	
7	Communication and Engagement Plan 2017/18	
7.1	The Chief Executive informed the Partnership that the Communication and Engagement plan will be brought to Council in April. The plan will enhance evaluation methodology so that there is clear evidence to support the agreed outcomes.	
(8)	Members Information and Issue Sharing – feedback and next steps	
8.1	<p>At the last Partnership meeting Mairead Mackle mentioned that the Homecare Independent Living had developed new structures for delivery of service by creating accountable teams. This has been piloted in Armagh with 8-12 people in a team with guaranteed hours and has accountability and autonomy. This new way of working has produced positive outcomes.</p> <p>The Partnership suggested that this information should be shared with the Expert Panel once the pilot has been completed.</p>	
(9)	AOB	
9.1	Terms of Reference	
	The Chief Executive circulated a revised Terms of Reference for the Partnership and stated that it had been amended to include governance details. The Partnership were content to endorse the amended version.	

(11)	Items to Report to Council	
	None	
(12)	Date of next meeting	
	01 June 2017	

Anne O'Reilly

Anne O'Reilly, Chair of Workforce Development Partnership
Northern Ireland Social Care Council

