



# THE ANNUAL REPORT AND ACCOUNTS OF THE NORTHERN IRELAND SOCIAL CARE COUNCIL

APRIL 2014 – MARCH 2015

JULY 2015

This Report is also available from the NISCC website [www.niscc.info](http://www.niscc.info)

Copies can also be made available in a range of different formats on request by contacting the NISCC Communications Manager at the address below or email [comms@niscc.hscni.net](mailto:comms@niscc.hscni.net)

We welcome feedback on this Report. Please contact the NISCC Communications Manager with your comments or queries.

**Published by:**

Northern Ireland Social Care Council  
7th Floor, Millennium House  
19-25 Great Victoria Street  
BELFAST  
BT2 7AQ

Tel: 028 9536 2600

Website: [www.niscc.info](http://www.niscc.info)

Email: [info@niscc.hscni.net](mailto:info@niscc.hscni.net)

**31 July 2015**

© NISCC copyright 2015

The text of this document (this excludes, where present, the Royal Arms and all departmental or agency logos) may be reproduced free of charge in any format or medium provided that it is reproduced accurately and not in a misleading context.

The material must be acknowledged as NISCC copyright and the document title specified. Where third party material has been identified, permission from the respective copyright holder must be sought. Any enquiries related to this publication should be sent to us at Northern Ireland Social Care Council, 7th Floor, Millennium House, 19-25 Great Victoria Street, Belfast, BT2 7AQ or emailed to [info@niscc.hscni.net](mailto:info@niscc.hscni.net)

This publication is also available at [www.niscc.info](http://www.niscc.info)



## **The Northern Ireland Social Care Council Accounts for the Year ended 31 March 2015**

Laid before the Northern Ireland Assembly  
Under Paragraph 12(4) of Schedule 1 to the Health and  
Personal Social Services Act (Northern Ireland) 2001 by the  
Comptroller and Auditor General for Northern Ireland

on

**31 July 2015**

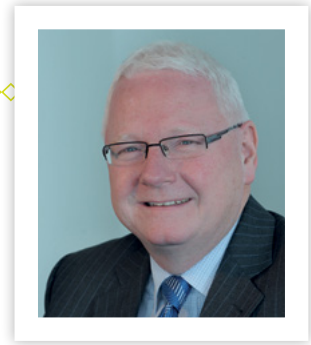
# Contents

- A View from the Chair ..... 6
- Chief Executive's Introduction..... 7
- Director's Report ..... 8
- Strategic Report & Management Commentary: During 2014/15..... 16
- Our Achievements 2014/15..... 19
- Personal Public Involvement (PPI) Report..... 37
- Audit and Governance Committee Report ..... 38
- Financial Information in Relation to the Annual Accounts for 2014/15..... 41
- Remuneration Report for 2014/15..... 44
- Annual Accounts for the Year Ended 31 March 2015 ..... 55
- Statement of Accounting Officer's Responsibilities ..... 56

- Certificates of Chair and Chief Executive..... **57**
- Governance Statement ..... **58**
- Certificate and Report of the Comptroller and Auditor General ..... **70**
- Statement of Comprehensive Net Expenditure..... **72**
- Statement of Financial Position as at 31 March 2015..... **73**
- Statement of Cashflows for the year ended 31 March 2015..... **74**
- Statement of Changes in Taxpayers’ Equity..... **75**
- Notes to the Accounts ..... **76**
  
- Appendix 1 – NISCC Council ..... **111**
- Appendix 2 – NISCC Organisational Chart..... **112**
- Appendix 3 – Glossary of Terms and Abbreviations..... **113**

# A View From The Chair

*I am delighted to present the Northern Ireland Social Care Council 14th Annual Report and Accounts for the period from 1 April 2014 to 31 March 2015.*



This Report will give you an insight into the many aspects of our work to raise standards across the social care workforce for the benefit and protection of the 250,000 people who use services here every day.

The Report demonstrates the extensive programme of work achieved by the Northern Ireland Social Care Council within a rapidly changing environment and challenging financial constraints. Along with my fellow Council Members, I commend the NISCC staff, and those who have worked in partnership with the NISCC through committees and working groups, to promote workforce registration and development across the NI social care sector. Together we hope to fulfil the organisation's aim to protect the public through improving safeguards for vulnerable people, raising standards of social care practice and strengthening the professionalism of the workforce.

Social workers and social care workers make up the largest workforce in the health and social care system. They work with vulnerable people in communities throughout NI, many of whom have complex care and social needs, making a significant (often unseen) contribution to health and social care.

There is an increasing demand for a wider range of care services to be delivered in people's own homes and in the community. We have been working with partners to plan and develop the skills and competencies needed in our workforce to provide this high quality round-the-clock care.

Central to everything we do is measuring the impact our work has on our stakeholders.

The NISCC Participation Partnership for Service Users and Carers helps to ensure that we retain this focus. During the year, new members were recruited to the group and links built with User and Carer networks to widen our reach to stakeholders and ensure we reflect the views and needs of people who use services. The NISCC Registrants' Committee membership has also been reviewed to allow members to effectively contribute the views and experiences of registrants in relation to workforce registration and regulation.

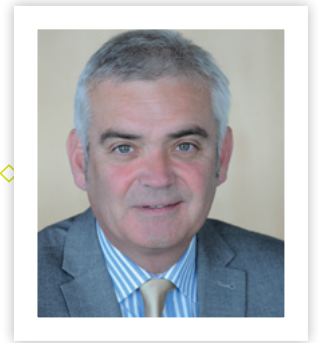
During the year we met with many of our stakeholders, to hear their views and to share our vision for social work and social care. Thanks to those who contributed to and supported our seminars and workshops throughout the year. We opened our Facebook page and established a YouTube channel. It has been inspiring to see how much good news about our sector is shared on social media and how quickly information can be shared around the globe. If you haven't already Followed, Liked or Subscribed to our social media, links are available from the home page of our website [www.niscc.info](http://www.niscc.info). Along with my Council Members I welcome any feedback and views on our work.

It is my sincere pleasure to commend this Report to you.

Jim Perry, **NISCC Chair**

# Chief Executive's Introduction

*This report for 2014/15 reflects our achievements in workforce development, practice standards and promotion of the positive contribution made by the social work and social care workforce across a diverse range of services and settings.*



Our role at NISCC is to improve safeguards for service users and to strengthen the professionalism of social workers and social care workers through workforce development, registration and regulation. This diverse workforce of approximately 35,000 people is employed by around 500 employers in the statutory, private, and voluntary and community sectors. We take a broad strategic view to workforce development so that staff and employers across the sector have a consistent approach to supporting quality and standards in practice, regardless of the location of that practice.

I am pleased to report that our standards for social work training and education continue to meet high standards. The Five Year Review of the NISCC Degree in Social Work courses (June 2014), found consistent high standards across provision. During 2014/15 we reviewed continuous professional development arrangements for qualified social workers which led to the development of the Professional in Practice Framework (PiP). This framework combines the academic content of the highly successful NISCC PQ Framework for Social Work with increased flexibility and recognition of learning completed in other contexts. PiP and the Credit Accumulation system will be launched on 1st June 2015 and will be formally rolled-out during 2015/16.

The NISCC recently completed a review of the Codes of Practice for Social Care. First published in 2002, these set out the

standards expected of a NISCC registered worker. In the next few months, we will launch the new Standards of Conduct and Practice for Social Work and Social Care which reflect the changing environments our registrants are practising in. These new Standards provide additional safeguards to support workforce regulation and the promotion of high quality standards in conduct and practice.

We would like to thank our partners across social work and social care for supporting our work to raise the profile of the workforce. The NISCC Ambassadors for Careers in Care have been sharing their experiences in schools, colleges and at careers events across NI. In particular, these sessions have generated positive feedback on social media. We plan to develop this project to promote social work during 2015/16.

I would like to thank NISCC staff, Council Members and our partners on all the working groups and committees for their support and expertise. The agenda for 2015/16 is exciting and challenging. Together we can develop the social care workforce we all want in the provision of high quality care for the people of Northern Ireland.

A handwritten signature in black ink, appearing to read 'Colum Conway', written over a horizontal dotted line.

Colum Conway, **NISCC Chief Executive**

# Director's Report

## Our Mission

*'We will protect the public by promoting public confidence, competence and credibility in the social care workforce'*

### Confidence

- Registrants are safe and competent to practice
- Systems of regulation are effective to protect the public from any risk

### Competence

- Training is fit for purpose
- Training is evidence based
- Knowledge and skills are continually improved through lifelong learning

### Credibility

- Council operates in such a way that it protects the public effectively, while recognising the rights of registrants to be treated fairly
- Social care workers make a valuable contribution to society
- Social care is a worthwhile and rewarding career

## Strategic Objectives, Aim and Principles

In order to fulfil our Mission in an increasing challenging environment, we have three strategic objectives which are –

- To improve the quality of social care and ensure a safe social care workforce through workforce regulation;
- To ensure that qualifications and standards deliver a skilled and committed social care workforce; and
- To raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders.

Our strategic objectives are supported by an overarching corporate objective to 'ensure the NISCC has the necessary resources, people, governance and estate management arrangements in place to deliver its business objectives'.



**Our Aim is to –** ‘Protect the public through improving safeguards for vulnerable people, raising the standards of social care practice and strengthening the professionalism of the workforce’

**To achieve this we –**

- Set standards of practice for social care workers and their employers to promote a safe, reliable and competent workforce;
- Register the social care workforce to assure the public that a social care worker is registered with the NISCC will be viewed as safe and competent to practise;
- Regulate social work training to ensure it prepares staff to do the job expected of them;
- Promote education and training for all social care staff;
- Engage the views of service users, carers, registrants and other stakeholders in developing and delivering our business.

We have agreed a set of principles in support of our work. These are –

- **Service user and carer involvement:** Ensuring service users and carers can influence, challenge and advise the work of the NISCC.
- **Enable, support and value:** Supporting Council Members, staff, service users and carers to maximise their contribution to the work of the NISCC.
- **Inclusive Leadership:** Working with the social care workforce, service users and carers and other stakeholders in a spirit of constructive partnership.
- **Equity and Fairness:** Supporting equality and valuing diversity.

- **Committed to Excellence:** Continually seeking to improve what we do and how we do it.

**The Northern Ireland Social Care Council**

The NISCC was established in October 2001 under the Health and Personal Social Services Act (NI) 2001. It is a Non-Departmental Public Body sponsored by the Department of Health, Social Services and Public Safety (NI) (DHSSPS).

The NISCC is helping to raise standards in social care through the registration of the social care workforce and setting standards for their conduct, training and practice. In doing so, the NISCC engages with a variety of stakeholders, including those who use social care services, carers, the social care workforce, employers, training providers and government agencies. The NISCC also works collaboratively with its counterparts in England, Scotland, Wales and Ireland.

The NISCC is a partner in Skills for Care and Development (SfCD), a Sector Skills Council responsible for social care and children’s services throughout the UK. Sector Skills Councils are independent, UK-wide organisations licensed by the Department for Education and Skills to support employers in the training and development of the workforce.

The NISCC is led by a Council which comprises a Chair and 11 non-Executive Members who have responsibility for ensuring the Council’s strategic policies as announced by the Minister of Health, Social Services and Public Safety, are successfully delivered. Details of the Council’s structure and its membership can be found at page 12 of this Annual Report.

The NISCC’s organisational structure is headed by a Chief Executive who is also the designated Accounting Officer.

He is supported by two Directors – the Director of Registration and Corporate Services, and the Director of Regulation and Standards. The NISCC’s organisational structure can be found at Appendix 2, page 112.

The NISCC delivers its services from Millennium House, 7th Floor, 19-25 Great Victoria Street, in Belfast.

## Equality

The NISCC is committed to promoting equality of opportunity for all. Details of good practice and training initiatives, including those relating to disability issues are outlined in the Equality and Human Rights section of this Report, and separately in the NISCC’s Equality Progress Report which can be found on the NISCC website at [www.niscc.info](http://www.niscc.info). The NISCC has an Equal Opportunity Policy in place that covers all aspects of equality within employment, including the obligations of the organisation under disability discrimination legislation and protecting the rights and interests of Section 75 groups.

## Staff Communication

The NISCC uses a range of methods to communicate with its staff. This includes monthly team meetings which enables the sharing of corporate information together with updates on business and team performance, and team development. The NISCC also holds a number of short information sharing sessions to openly discuss matters which impact on NISCC as an organisation such as funding pressures, business delivery and strategic policy directions. The NISCC also produces an internal e-newsletter on a regular basis which keeps staff informed about business matters and social events.

## Staff Profile

The average number of Whole Time Equivalent persons employed by the NISCC can be found in note 3.2 of the Annual Accounts within this Report. The cumulative sickness and absenteeism rate for the NISCC for 2014/15 was 2.79% which was below the NISCC’s corporate target to maintain absences at 3%. The NISCC has put in place a robust system for absence management including return to work interviews following every absence, which is underpinned by an Attendance at Work Protocol.

## Public Sector Payment Policy – Measure of Compliance

Details of compliance with better payments practice are given at note 15.1 to the Annual Accounts.

## NISCC Senior Management Team

The Senior Management Team (SMT) is responsible for ensuring all the NISCC business areas meet corporate, governance and legislative requirements for public accountability and value for money.

## NISCC SENIOR MANAGEMENT TEAM



**Colum Conway**  
Chief Executive



**Mark Bradley**  
Director of  
Registration &  
Corporate Services



**Patricia Higgins**  
Director of  
Regulation &  
Standards

Colum Conway (Chief Executive) has overall responsibility for the NISCC and works with the Chair of Council and Council Members in the delivery of the NISCC's strategic direction, leadership and accountability.

Mark Bradley (Director of Registration and Corporate Services) has responsibility for the Registration function and for Corporate Services, which includes Finance, HR, Communications, Procurement and Governance.

Patricia Higgins (Director of Regulation and Standards) has responsibility for Workforce Development and Conduct.

### NISCC Council

Council Membership reflects three broad interest groups:

- Lay People:** People who have direct experience as a user of social care services, as a carer, or of unpaid work in the voluntary or community sector.
- Registrants:** People who are social care workers, eligible for inclusion in the Social Care Register, which is maintained by the NISCC.
- Stakeholders:** People who must be directly involved in the commissioning or delivery of social care services, the delivery of education and training in social care or as a representative of a trade union, professional or other regulatory body concerned with health and social care, or be a member of the legal profession.

All members are appointed in a personal capacity because of the skills and experience they possess.

The Council is chaired by Mr James Perry, who is supported by 11 Members during 2014/15:

- Joe Blake
- Neil Bodger
- Geraldine Campbell
- Julie Erskine
- Miriam Karp (Until 30 Sept 2014)
- Ruth Lavery
- Brenda Maitland
- Maire McMahon
- Catherine McPhillips
- Anne O'Reilly
- Trevor Spratt
- Lee Wilson

Mr James Perry, a Member of Council, was appointed as Chair on 15 April 2013 for a period of four years (until 14 April 2017) by the Health Minister following a public appointments exercise which was managed by the Public Appointments Unit. Council Members are listed at Appendix 1, page 111.

Council meets five times a year to consider issues of strategy and accountability. The meetings of Council are held in open session and are advertised in the press and at the NISCC reception in Millennium House.

The agenda and minutes of Council meetings are also published on the NISCC website [www.niscc.info](http://www.niscc.info)

Council carried out a 'Board Self-Assessment' during 2014/15 to ensure itself that it demonstrates good practice in all areas of governance and accountability. As part of this Council carried-out a number of case studies to review key areas of work, and as a result of the Assessment and case study review, developed an action plan to strengthen and improve its governance arrangements within the NISCC.

The NISCC holds a Register of Directors' Interests which contains the declared interests of both Executive and Non-Executive Directors.

This is available to view at:

*Chief Executive's Office  
NI Social Care Council  
7th Floor  
19-25 Great Victoria Street  
Belfast  
BT2 7AQ  
Tel 028 9536 2600*

## Committees

Council has established two Committees to support it in the delivery of its strategic functions, each of which is chaired by a Council Member:

- The Audit and Governance Committee (chaired by Ruth Lavery) assists the Council in the discharge of its functions by providing independent and objective review of the NISCC's control systems, financial information to Council, risk management and information governance processes, compliance with the law, guidance and Codes of Conduct, and governance processes. The Audit Committee Report which forms part of this Annual Report can be found on pages 38 to 40.
- The Remuneration Committee (chaired by Mr James Perry) advises the Council about appropriate remuneration and terms of service for the Chief Executive. It meets on an annual basis.
- Post Qualifying Partnership consists of employers and Higher Education Institutions (HEI's) who are key to the delivery of the Post Qualifying (PQ) Framework. The PQ Framework has latterly been restyled Professional in Practice (PiP).
- Professional Issues Review Group consists of Council Members and NISCC staff and its role is to identify issues for NISCC coming out of developments on the future of social work in other parts of the UK, Ireland and the wider European Union.

## Partnerships

The Council has established a number of Partnerships to inform and deliver its wide range of business and to provide structured arrangements for stakeholder engagement and involvement:

- Participation Partnership consists of people who use social care services and carers, and its role is to challenge, influence and advise the work of the NISCC.
- Registrants Partnership consists of registrants and its role is to ensure the views of registrants are adequately represented.
- Workforce Development Partnership consists of employers and its role is to help develop the skills of the social care workforce.

## Sustainability Report

The Statutory Duty for Sustainable Development applicable to public authorities is set out at section 25 of the Northern Ireland (Miscellaneous Provisions) Act 2006 and applies to all Northern Ireland Departments and District Councils.

### The six priority areas are:

- Building a dynamic, innovative economy that delivers the prosperity required to tackle disadvantage and to lift communities out of poverty;
- Strengthening society so that it is more tolerant, inclusive and stable and permits positive progress in quality of life for everyone;
- Driving sustainable, long-term investment in key infrastructure to support economic and social development;
- Striking an appropriate balance between the responsible use and protection of natural resources in support of a better quality of life and a better quality environment;
- Ensuring a reliable, affordable and sustainable energy provision and reducing our carbon footprint;
- Ensuring the existence of a policy environment which supports the overall advancement of sustainable development in and beyond Government.

The NISCC is committed to ensuring it makes an active contribution to those areas which it can influence. Prominence is therefore given to the way in which the NISCC conducts its work to minimise, where relevant, a negative impact on these duties, but more importantly to make sustainable improvements wherever possible.

In support of this, the NISCC developed a Sustainable Development Report and plan as part of its commitment to reducing its carbon footprint and waste. As part of this the NISCC has developed a wide range of environmental and waste management Key Performance Indicators to measure tangible improvements against its sustainability agenda.

These are in line with the DHSSPS commitment to sustainability as expressed in its plan 'Focus On The Future.' The NISCC has put in place a number of positive actions across the following areas:

- Office Issues
- Estate Management
- People/Health & Wellbeing
- Procurement
- Travel

This has included clear procedures on the minimisation of waste and paper production. During 2014/15 the NISCC developed an online Portal which significantly reduced the printing, copying and posting of registration and renewal paperwork. The uptake on the Portal is continually being evaluated and promoted, including the headline costs in savings that have been produced as a result.

A copy of the NISCC Sustainable Development Report and Plan can be found on the NISCC website, [www.niscc.info](http://www.niscc.info)

## Controls Assurance Standards

Annually the Department of Health, Social Services and Public Safety requires Health and Social Care organisations to achieve a target level of compliance with, and report on, a total of 22 Controls Assurance Standards, 13 of which apply to the NISCC.

HSC organisations are required to undertake a self-assessment for each applicable standard.

Each year core standards of Governance, Risk Management and Financial Management are independently assessed by Internal Audit. In 2014/15 compliance with the Information Governance Controls Assurance Standard was also subject to verification by Internal Audit. During 2014/15, the Department expects all HSC organisations to achieve a substantive level of compliance (75-99%) in all the applicable Controls Assurance Standards.

The Standards are about identifying and applying best practice and offering assurance that we are doing our reasonable best to control the risks to the achievement of our objectives.

The NISCC assessed its compliance against 13 applicable Controls Assurance Standards and the outcome of the assessment is outlined in the table below.

Action plans have been developed for all gaps in compliance identified in the 2014/15 assessment and will be monitored and reported to SMT, Audit and Risk Assurance Committee and Council throughout the forthcoming year.

Standard	DHSSPS Expected Level of Compliance	Level of Compliance Achieved	Reviewed by
Emergency Planning	Substantive	Substantive	Self-Assessed
Environmental Management	Substantive	Substantive	Self-Assessed
Financial Management	Substantive	Substantive	Internal Audit
Fire Safety	Substantive	Substantive	Self-Assessed
Governance	Substantive	Substantive	Internal Audit
Health & Safety	Substantive	Substantive	Self-Assessed
Human Resources	Substantive	Substantive	Self-Assessed
ICT	Substantive	Substantive	Self-Assessed
Purchasing and Supply	Substantive	Substantive	Self-Assessed
Information Governance	Substantive	Substantive	Internal Audit
Risk Management	Substantive	Substantive	Internal Audit
Security Management	Substantive	Substantive	Self-Assessed
Waste Management	Substantive	Substantive	Self-Assessed

## Strategic Report and Management Commentary: During 2014/15

The NISCC has had a busy year during 2014/15 delivering on 45 objectives which were set out in its Business Plan for the period April 2014 to March 2015. These objectives were in support of the NISCC's three overarching strategic objectives –

- to improve the quality of social care and ensure a safe social care workforce through workforce regulation;
- to ensure that qualifications and standards deliver a skilled and committed social care workforce; and
- to raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders.

The detail of what was achieved during 2014/15 in respect of these objectives is set out in pages 19 to 32. Key highlights of some of the extensive achievements delivered during 2014/15 are set out below –

### ***1. To improve the quality of social care and ensure a safe social care workforce through workforce regulation***

The number of those registered with the NISCC continued to grow, with a total of 22,853 people working in the social care sector being registered with the NISCC as fit to practice in that profession.

The NISCC continued to actively promote its online Portal for registering and renewing with the NISCC with 44% of registrations being completed this way by end March 2015. The NISCC will be continuing to work with Registrants during 2015/16 to improve the Portal and promoting its use so that registering online is the chosen way in which Registrants submit their applications for registration and renewal.

Following an extensive consultation exercise, the NISCC developed new Standards of Conduct and Practice (replacing the previous Codes of Practice). The new Standards have been developed based on feedback received during the consultation exercise and will reinforce the behaviour and competence requirements of the social care workforce. The new Standards will be promoted throughout the sector in 2015/16.



Codes Review 2013 workshops around NI



## 2. To ensure that qualifications and standards deliver a skilled and committed social care workforce

The NISCC invested significant effort in developing a new post qualification framework for social workers – ‘Professional in Practice’ (PiP). The new Framework will be launched in June 2015 and promoted actively during that year going forwards.

The NISCC once again took a leading role in organising the Social Work Awards, which were held in March 2015 in Belfast City Hall. The event showcased the excellent practice present in social work throughout Northern Ireland. The standard of submissions was excellent with 9 awards and 24 submissions shortlisted.



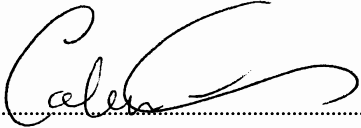
Social work awards 2015



**3. To raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders**

The NISCC actively promoted the social care workforce during 2014/15 through a number of events and local opportunities. These included articles in the Belfast Telegraph and Agenda NI, to supporting Ambassadors for Careers in Care. There are now 50 Ambassadors for Careers in Care working across Northern Ireland, promoting social care as a positive career choice in schools, colleges and employment events.

The NISCC continued to publish its newsletter for Registrants, keeping them informed of social care related developments and other matters of interest. Using technology as a means of getting messages out to the social care sector has continued to be a priority for the NISCC, with eNews bulletins and greater use of social media (Twitter and Facebook).

  
.....

**Chief Executive**  
**1 July 2015**

# Our Achievements



*Colum Conway pictured with WHSCT Team – winners of the Learning & Development Award at the Social Work Awards, March 2015*



*Anne Mallon (NISCC Participation Group) Minister Jim Wells and Lorraine Gibson (NISCC Conduct Committee Member), December 2014*



*Jim Perry and Colum Conway with Mark Ovens at the Joint Regulators event, June 2014*



*Marian O'Rourke, Jim Perry, Kevin Moore and Paul Rooney at the Homecare Workers Lunchtime Seminar, December 2014*



*Ambassador for Careers in Care Sarah-Jane McNeill from Hutchinson Care Homes*



*Recipients of the Specialist PQ Award, October 2014*

## STRATEGIC OBJECTIVE 1

*To improve the quality of social care and ensure a safe social care workforce through workforce regulation*

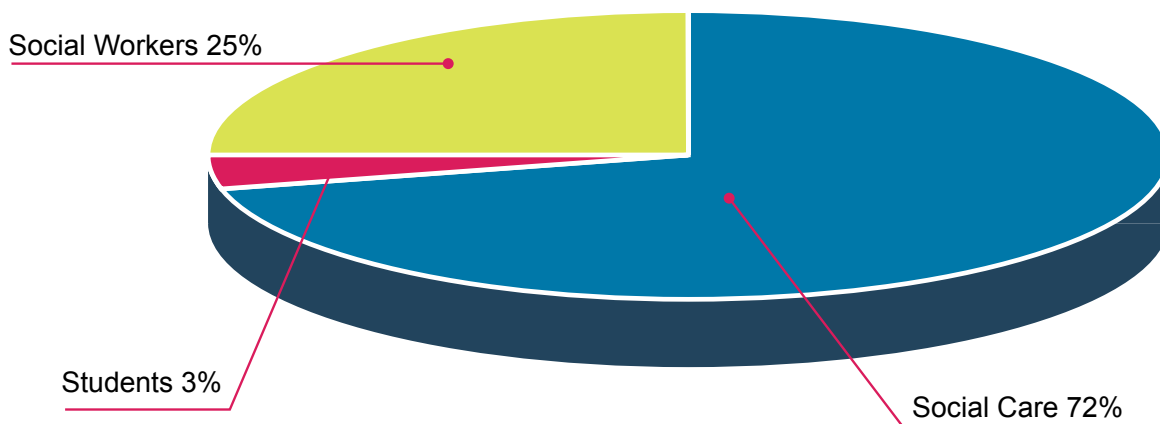
### Registration

#### The NISCC Social Care Register

The NISCC continued to ensure the NISCC Social Care Register remained accurate and up to date during 2014/15 against a wide range of Key Performance Indicators, ensuring that only those deemed fit to practice as part of the social care workforce were held on the Register.

The Social Care Register has been largely stable in 2014/15 and at end 31 March 2015, there were 22,853 registrants on the Register (which is an overall increase of 432 on the same period last year). A breakdown of the Register is shown below:

**NISCC Registration at 31 March 2015**



Social care workers represent over 70% of those registered with the NISCC, with 16,436 social care workers registered with NISCC at 31 March 2015.

The NISCC received 6,103 new applications for registration during 2014/15 (of which 5,179 were new applications from social care workers) and 5,704 applications to renew registration.

## Post Registration Training and Learning (PRTL)

The standard of Post Registration Training and Learning (PRTL) submissions in 2014-2015 remained high, with a number of submissions being recommended as examples to other registrants. Submissions overall were well structured and had joined up their learning and development across a summary of role, record of PRTL activity, personal statement and personal development plan.

The NISCC carried out an audit of social workers' compliance with the PRTL requirements in June and December 2014. A total of 6% (3% at each submission point) of social workers who renewed their registration during 2014 were audited. The NISCC also carried out a similar audit of 3% of social care managers who renewed their registration during 2014. This formed part of NISCC's assurance regarding post registration for social workers and social care managers.

## NISCC Online Portal

The NISCC continued to promote its registration and renewal online portal service throughout the year. At the end of March 2015, of the 11,912 applications and renewals received, 44% were completed using the online portal.

This has allowed for more efficient processing of registration/renewal applications with reduced costs arising from printing and posting material.



## Regulation

### **Investigations into Complaints about Social Workers and Social Care Workers**

We continued to deliver our conduct function during 2014/15 and ensured that complaints received in relation to the conduct of registered social workers and social care workers were investigated within agreed rules, policies and procedures in accordance with the highest standard of regulation.

A total of 195 complaints of alleged misconduct by NISCC registrants were referred to the Council. The risk to the public in each case was assessed.

A total of 22 registrants were subject to an Interim Suspension Order to prevent them from practising in social care pending the outcome of the cases.

Conduct hearings were held in respect of 43 registrants and the outcomes were as follows:

- 14 registrants were admonished
- 5 registrants were suspended from the Register
- 22 registrants were removed from the Register
- 2 registrants had their cases adjourned and will be concluded in 2015/2016

By 31 March 2015, 35 cases of alleged misconduct had been transferred for future consideration at Conduct Hearings.

We also referred 25 social care workers' applications for registration to the Registration Committee, relating to their suitability to work in social care services. In total, 11 social care workers were refused registration; six were registered with a condition; three were renewed with a condition; and five were registered.

### **Developing Standards of Conduct and Practice for Social Workers and Social Care Workers**

Following a formal review of the NISCC Codes of Practice, new Standards of Conduct and Practice have been developed for both social workers and social care workers. These outline the behaviour and competence requirements of the workforce and together provide the regulatory framework for registrants.

The new standards will be promoted extensively throughout the sector in the next business year.

## **Reform of the NISCC Model of Regulation**

Training has been provided to all Committee Chairs and members in relation to phase one amendments to the model of regulation. We have introduced an independent audit process to ensure openness, transparency and consistency in relation to those cases closed at preliminary investigation stage.

Drafting instructions for amendments to the Health and Personal Social Services (NI) Act 2001 have been finalised and it is anticipated that Royal Assent will be obtained by January 2016. This will enable the full implementation of a fitness to practise model of regulation.

## STRATEGIC OBJECTIVE 2

*To ensure that qualifications and standards deliver a skilled and committed social care workforce*



Professional in Practice (PiP) is the new framework for CPD for social workers and was developed in collaboration with our key stakeholders including employers, educators, registrants and the NISCC Participation Partnership. PiP will be launched on 1st June 2015. The framework takes the best of the current post-qualifying training framework and introduces a new concept of giving credit for on-going learning and development.

This means that it provides a much wider continuum of recognition for learning and development than was previously available.

PiP will allow registrants to claim professional credits for learning that is based on reflection and demonstrates impact. Social workers will continue to have access to a wide range of approved programmes that provide training and qualifications and the NISCC Professional Awards.

The Individual Assessment Route will also continue to be available for social workers who wish to use specific pieces of work or training to gain the Awards.

The aim of the framework is to improve social workers' ability to show how their learning makes a difference to the work that they do and provides better outcomes for the people who use their services.

During 2014/15, there were 1,957 social workers from all sectors actively engaged in undertaking formal learning and development within the PiP framework, through a range of approved programmes or by preparing for assessment on an individual basis.

2014/15 Post Qualifying Social Work Awards	
NI Consolidation Award in Social Work	50
NI Specialist Award in Social Work	61
NI Leadership and Strategic Award in Social Work	8



## Regulating the Degree in Social Work

The NISCC undertook the Five Yearly Periodic Review of the Degree in Social Work. Consistent key messages are that the Degree in Social Work courses deliver to a very high standard. The Review Report published in June 2014 made a number of recommendations that focus on refinement, responding to changing contexts and future proofing. The NISCC's aim is to ensure that social work education and training is at the forefront of excellence.

Four workshops were held with practice teachers, course providers, employers and service users/carers to share outcomes and engage key stakeholders in progressing recommendations from the Review of the Degree in Social Work.

## Regional Strategy for Practice Learning 2010-2015

The NISCC was tasked to take forward this strategy to ensure a consistent supply of high quality and relevant Practice Learning Opportunities (PLOs) for social work students.

Strategic Priorities and Outcomes for 2014 include:

- Every social work student will have at least one PLO in statutory social work in children's services – 99.2% of students were provided with this opportunity in their PLO
- All student social workers in their final PLO will have a social work practitioner on site - 100% compliance
- A regional Practice Learning Database has been established. This will provide data on PLOs and practice teachers
- The NISCC in partnership with the Regional Strategy for Practice Learning provided a Practice Learning Symposium for 100 practice teachers at Queen's University in September 2014.

## Social Work Awards March 2015, Belfast City Hall

The fourth Social Work Awards were held in the Great Hall on the 5th March 2015. NISCC undertook a leading role in organising the event. There were 90 submissions from individual social workers and teams from across Northern Ireland from all sectors. There were 9 awards with 24 submissions shortlisted.

The overall winner was the 'Sharing the Care Team' NHSCT. Colum Conway chaired the Learning and Development Award, and the winner was the Training Team, WHSCT.

## Assessed Year in Employment

During 2014/15, 226 social workers completed the Assessed Year in Employment (AYE).

The NISCC issued Revised AYE Guidance for Registrants and their employers in May 2014. Following completion of the AYE all social work registrants have a further condition attached to their registration that they will complete two PiP requirements in the next 3 years before renewal of registration. A total of 45 social workers completed a minimum of the two requirements which represents 100% compliance. Many of these social workers are progressing with further post qualifying study.

## Promoting Social Work Career Choices

Building on the success of the Ambassadors for Careers in Care project, the NISCC convened a reference group of key stakeholders with a view to developing a similar model for social work. It is anticipated that the project will strengthen the social work identity by raising the profile of social work. It will also enable potential Degree in Social Work applicants to make more accurately informed career choices.

## Qualification Development

The NISCC continued to work collaboratively with the DHSSPS, the HSC Board and employers to identify the training needs of the social care workforce to support the implementation of Transforming Your Care. Engagement with employers has identified the need for new qualification development in specified areas. This work is underway in collaboration with our workforce development partners.

## Technology to Care

A Technology to Care reference group was established with representatives from further education and social care employers. Work has been undertaken to develop related QCF modules, including supporting individuals in the use of electronic assistive technology devices (eAT) with the focus on person-centred practice. These developments will enhance the provision of Level 2 and Level 3 diplomas in Health and Social Care

The NISCC continues to work with the sector and learning providers to ensure that social care staff who are supporting service users to use eAT devices have the necessary skills and knowledge to do so.

## Mobile Learning Apps

A third app in the Understanding Child Development series was developed focussing on children aged 13 to 18 years. This completed the series of Child Development apps and provides professionals working with children and young people instant access to high quality information on child developmental norms relevant to children aged from birth to 18 years.

App promotion has continued through the year with uptake of all the NISCC apps increasing each month; this increased awareness has been assisted by the addition of a new mobile app section on the NISCC website; workshops in Antrim and Belfast to promote the Health and Safety in a Childminding Setting app to childminders; presentations to IHCP and UKHCA Annual General Meetings; a number of media articles including Irish News, UKHCA Homecarer magazine, NICVA eNews and Frontline magazine, as well as on-going social media promotion via NISCC Facebook and Twitter accounts targeting sector employers, education providers and other stakeholders.

	Sessions	Users
Understanding Child Dev 0-6 (released 22/10/13)	108,814	33,055
Understanding Child Dev 7-12 (released 31/03/2014)	5360	2200
Domiciliary Care Toolkit (released 26/03/2014)	3589	995
H&S in Childminding Setting (released 27/02/14)	4538	1569

## Promoting Social Care & Early Years Career Choices

2014 has been another hugely successful year for the NI Ambassadors for Careers in Care service. Employers are being supported to develop local links with schools, colleges and Jobs and Benefits offices to raise awareness of the service. This has included the development of Ambassador profiles, four of which have been featured in local papers; Antrim/Ballymena Guardian, the Newsletter, the Derry Journal and the Banbridge/Dromore Leader.

The NI Ambassadors have supported 19 careers events since April 2014. Feedback from these events ranged from good to very good with both students and tutors acknowledging the Ambassador service as an excellent resource.

*“Just wanted to feedback how marvellous the two NISCC Ambassadors were at our recent HND/C social care event. Both provided informative and inspiring talks on their particular fields. Their professional and open approach with the learners was a huge hit and we are very glad to have had them on board. It is great to see people get excited about their job in health and social care! Many thanks for selecting such excellent role models and organising their involvement. We look forward to working with NISCC again in the future.”*

**HND course co-ordinator, NRC**

Ambassador requests have predominantly been received from schools and FE colleges but as a result of ongoing engagement by the NISCC, this also included the DEL Steps to Success programmes (launched in October 2014) and the Princes Trust - organisations whose employment programmes support adults and young people to build the skills and experience necessary to find and keep a job – both of which have many individuals interested in working in the care sector and keen to engage with sector employers.

### **A Question of Care – A Career for You (AQCCY)**

A free website resource has been made available that uses video scenarios and situational judgement tests to assist recruitment into social care and to support career choices.

The NISCC has continued to widely promote this innovative resource to sector employers, education providers and stakeholders which included the Office of Social Services, the IHCP, the HSC Trusts Regional HR managers, Coleraine High School 'Getting into Health and Social Care' event, and the Princes Trust 'Getting into Health and Social Care' programme with the Belfast Metropolitan College and the DEL Steps to Success Programmes.

The DEL Steps to Success Programmes have agreed to test the resource as a pre-screening tool for job seekers interested in working in care and have greatly welcomed the resource. Use of the resource continues to be monitored by the NISCC and work is on-going to monitor the impact of the resource by employers and education providers/advisors. Statistics show over 2,500 AQCCY tests have been taken in Northern Ireland with Residential Care (78%) being the most popular, followed by Supported Living (67%) and Early Years (53%).

### **Workforce Development Partnership**

NISCC has convened a group of employers spanning the statutory, independent and voluntary sectors who employ social care staff. The group will be known as the Workforce Development Partnership and its focus will be on identifying the skills needs and future development of the social care workforce.

An initial engagement workshop was held in October 2014 aimed at identifying key themes and the first meeting of the Partnership took place in December 2014. NISCC has undertaken a workforce survey which aims to profile the social care workforce in terms of demographic details and current qualifications held by staff across all three sectors and areas of provision.

## STRATEGIC OBJECTIVE 3

*To raise awareness and knowledge of the work of the NISCC and ensure its work is informed and influenced by users of social care services, carers, registrants, employers and other stakeholders.*

### Increasing public awareness of the NISCC's role in raising standards in social care

In December 2014 NISCC welcomed Health Minister, Jim Wells MLA to the NISCC offices. The Minister publicly endorsed the work of the NISCC staff and officers in raising standards in social care. Paula Bradley MLA also visited the NISCC during the year to find out more about the work of the organisation. In April, September and March, NISCC published articles in Agenda NI Magazine and the Belfast Telegraph to reach out to a wider range of stakeholders, including those not directly involved with social work and social care. These articles focused on the NISCC's role in workforce standards and development to meet the changing environment with the care sector.



New Ambassadors for Careers in Care

### Promoting the positive contribution of the social work and social care workforce in NI

A total of 50 NISCC Ambassadors for Careers in Care have been trained and supported by NISCC to promote social care as a positive careers choice in schools, colleges and at employment events. Profiles of Ambassadors from Mindwise, NIAMH, Hutchinson Care Homes and The Presbyterian Board for Social Witness have been published in papers in Belfast, Banbridge, Dromore, Derry, Antrim and Ballymena.

These articles have outlined the range of skills required for social care work and the career opportunities this provides.

NISCC played a key role in the planning, promotion and management of the 2015 Social Work Awards; developing and hosting the online applications, promoting the awards and co-ordinating the judging panels.

The Awards ceremony in Belfast City Hall showcased best practice and innovation in social work from 24 shortlisted finalists. NISCC staff promoted these positive news opportunities online, in social media and through NISCC E-News. They also supported social work achievements at the Practice Teaching Symposium in Queen's University, the Northern Health and Social Care Trust Celebration of Social Work, the NISCC PQ Awards and the South Eastern Health and Social Care Trust Social Work and Social Care celebrations.

## Promoting Social Work and Social Care as Regulated Professions

NISCC worked with a range of stakeholders to raise awareness about workforce regulation and professional standards. NISCC staff presented the benefits of workforce regulation in raising care standards at conferences and seminars hosted by the United Kingdom Homecare Association, NI Policy Forum, Capita and the Health and Social Care Board.

At the Joint HSC Regulators Assembly Event held in June 2014, NISCC discussed social work and social care regulation with public and political representatives. It was also an opportunity to strengthen links with other HSC regulators and to promote service user and carer involvement in Health and Social Care regulation.

Engaging with registrants and employers to develop understanding about workforce regulation and the application of a professional code of practice

Briefings and eNews stories were distributed to registrants and employers to raise awareness about training opportunities, social care successes and policy developments affecting the sector. A series of 'How To' guides was developed to support registrants and employers in using the NISCC online registration services and to access information materials about Codes of Practice, PRTL and maintaining registration.

NISCC hosted four seminars to share research and promote best practice in: Reflective Social Work Practice, Roles & Responsibilities of Home Care Workers, Service User Involvement in Social Work Practice and Child Neglect.

These seminars were recorded and posted on the NISCC website and You Tube Channel.

NISCC presented to staff groups and representative organisations about workforce regulation and to provide opportunities for user feedback to improve NISCC registration and regulation services. The NISCC 'Imagining the Future' scenario planning workshops brought together leaders and managers from across the sector to explore the opportunities to shape social care services for the next decade.

## Engaging with Service Users & Carers to ensure they effectively inform and influence the work of Council

NISCC supported members of the NISCC Participation Partnership for service users and carers to ensure they engaged fully in NISCC business development and decision-making.

NISCC is a member of the HSC Regional Personal and Public Involvement (PPI) Forum and is committed to meeting the agreed PPI standards for the HSC in NI. Representatives from The Omnibus Partnership, Samaritans and Guide Dogs for the Blind presented to NISCC staff to develop their understanding of the service user and carer perspective.

## Reviewing and Improving Customer Services

NISCC Customer Services have been reshaped during the year to provide a central point of contact for customer queries and requests for assistance. The Customer Service team members completed a training programme on all areas of the NISCC business. This enables them to assess and resolve a customer's needs. Each month, customers who have contacted the Customer Service Team for assistance are invited to provide feedback on their experience of the service through an online survey. On average, 5% of customers surveyed will respond, providing suggestions for service improvement or to comment on an aspect of the service they felt worked well for them. This information is used at team meetings for ongoing service improvement.

## Customer Service Activity Report

- 23,719 people contacted NISCC Customer Services in 2014/15
- 68% contacts by telephone & 32% by email
- 75% of requests for assistance were from registrants
- 96% of people surveyed stated they found their experience of the Customer Service Team was 'Fair – Excellent'.

***I found all staff to be courteous and pleasant.***

(Customer Service survey March 2015)

***I was delighted with the service and advice I received...many thanks***

(Customer Service survey, February 2015)

## Maximising Technology for Stakeholder Communications

During 2014/15 NISCC extended the range of technology used for stakeholder communications. The Council engages and supports stakeholders through the NISCC website, eNews bulletins, text/email alerts, online customer service surveys, Twitter, Facebook posts and YouTube clips. Using a wider range of technology has enabled NISCC to share information at minimal cost to specific target groups and wider interest groups as appropriate. It also promotes open dialogue and customer feedback.



## NISCC Website - [www.niscc.info](http://www.niscc.info)

The website was redesigned in July 2014 to provide information tailored to stakeholder groups and to support wider use of images and video.

- Average of 12,500 visits/sessions per month
- 67% viewed the site from a desktop
- 22% viewed the site using a mobile device
- 11% viewed the site using a tablet

Most popular pages viewed were:

- » How to register
- » Conduct Hearings
- » Codes of Practice
- » Careers in the Sector
- » Degree in Social Work



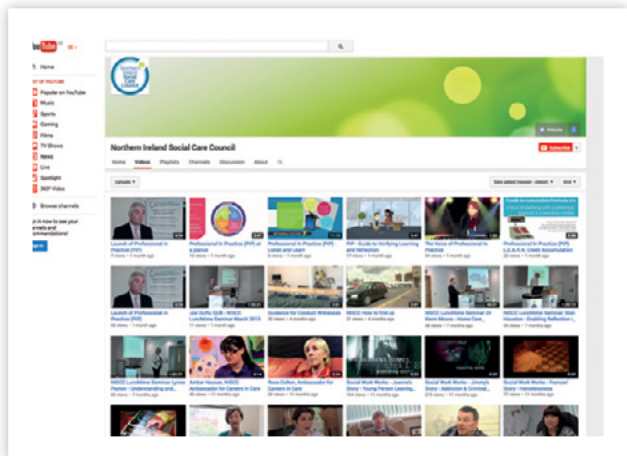
### Twitter – @NISCC\_Comms

Twitter allows for real time discussion of issues and feedback on any concerns that followers may have. It also allows for live comment and feedback from events and workshops whilst they are in progress. NISCC operates two Twitter accounts:

[https://twitter.com/NISCC\\_Comms](https://twitter.com/NISCC_Comms) is managed by NISCC Comms to share and discuss issues on behalf of NISCC and social care partners.

<https://twitter.com/ColumConwayNISC> is used by the Chief Executive to share his perspective on issues affecting NISCC and the sector

- 366 Tweets issued
- 765 Total Followers
- 412 New Followers during 2014/15



### Facebook – [www.facebook.com/niscc](http://www.facebook.com/niscc)

Facebook provides an excellent platform for displaying news and photos for NISCC and our social care partners. It is particularly helpful in promoting social care to younger stakeholders or those who do not use email or a PC. NISCC has used Facebook to share visits by our Social Care Ambassadors to schools and colleges; to raise awareness about service user issues such as Sight Awareness Day and to promote the Social Work Awards 2015.

- 82 Posts
- 61 Shared Posts/Links
- 211 Likes



### You Tube – [www.youtube.com/theniscc](http://www.youtube.com/theniscc)

The NISCC You Tube channel is a low cost method of making video clips demonstrating the positive aspects of social care and social work widely available. The channel has clips of NISCC Social Care Ambassadors, Lunchtime Seminars and the 'Social Work Works' advertisements.

The channel is also used to share clips for partners on related themes such as the Social Work Awards and Transforming Your Care.



## PEOPLE, SYSTEMS AND RESOURCES

*To ensure the NISCC has the resources, people, governance and estates management arrangements in place to deliver its Business Objectives during 2014/15.*

### People

The NISCC was successful in applying for IIP re-accreditation, and retained its Bronze status award. As part of this process the NISCC will be revising its Continuous Improvement Plan to include recommendations arising from the review to build and improve on good practice arrangements.

The NISCC has embedded the Knowledge and Skills Framework (KSF) over the last three years and all staff have a performance appraisal carried out under the KSF framework including the development of new objectives and a Personal Development Plan for the year ahead. As a result of this work 98% of staff had an annual appraisal completed by June 2014 using KSF.

### Systems

The NISCC complied with its governance arrangements and framework during 2014/15 which included the development of a new Corporate Risk Register, Operational Risk Register and overarching Assurance Framework. In doing so, the NISCC remodelled its Risk Registers to ensure they reflected best practice as a result received substantive compliance during an audit review of its risk management systems. The NISCC also developed detailed Risk Management Procedures to assist staff with their understanding of how to identify report and manage risks. All staff are trained on risk management on an annual basis, including all new staff appointed.

The NISCC carried out a Business Continuity Test Exercise during 2014/15 and met to consider lessons learnt from this and other business events. The exercises added value to the way in which the NISCC identifies business events which are best managed through the deployment of the NISCC Business Continuity Plan and Strategy.

The NISCC worked with the Business Services Organisation for the roll-out of e-Recruitment during 2014/15. This included training and support for all staff to ensure they were able to raise and process requisitions for recruitment purposes.

### Resources

During 2014/15, the NISCC continued to effectively and appropriately align its resources against its business priorities. This was challenging due to in-year funding reductions which required the NISCC to re-profile its business to focus its resources on its frontline statutory functions. Details on the NISCC budget and how it was managed and allocated during 2014/15 can be found in the Statement of Accounts from page 55 of this Report.

The NISCC developed a Property Asset Management Plan during 2014/15 to better manage its estate and deliver best value for money in relation to its premises at Millennium House. The Plan was reviewed during the year, and a new Plan will be developed in 2015/16.

## NISCC Workplace Policies

To support staff in the workplace the NISCC has a programme in place to review all its HR and Corporate Policies on a regular basis to ensure they remain fit for purpose, in addition to any new policies developed. The following policies and strategies were reviewed or developed during 2014/15:

- Social Media Policy
- Disclosure Policy
- Guidance for Whistleblowers
- Sustainable Development Plan
- Property Asset Management Plan
- Risk Management Policy
- Risk Management Strategy
- Risk Management Procedures
- Information Governance Strategy
- Environmental and Waste Management Policy
- Gifts and Hospitality Policy

## Equality and Diversity

The NISCC continued to deliver on its equality and diversity commitments during 2014/15, including arranging equality screening training for staff who develop policies or strategies. During 2014/15 the NISCC supported a conference on Business Benefits of Equality, Diversity and Human Rights. The NISCC developed its Equality Annual Progress Report for 2013/14 and worked with the Equality Commission in delivering its Disability Action Plan. The NISCC works alongside the Equality Unit in BSO (Business Services Organisation) to promote its equality agenda in all aspects of its work.

## Management of Complaints

The NISCC received 13 complaints from members of the public or Registrants during 2014/15. Of these 3 complaints were not progressed by the complainant, 8 were upheld and 2 were not. Of those complaints upheld lessons were learnt in terms of process and these were communicated to the teams involved to ensure there was learning and improvement in NISCC processes and procedures. Additional training was also rolled out to relevant teams.

## Fraud and Bribery

There were no acts of fraud or bribery during 2014/15. All of NISCC staff continue to receive fraud awareness training on an annual basis, and NISCC has a Bribery Policy in place which is communicated to all staff on a regular basis in support of NISCC's zero tolerance approach to bribery.

## Whistleblowing

There were no instances of whistleblowing during 2014/15. The NISCC has a Whistleblowing Policy in place and this is sent to staff on an annual basis, or more often if required.

## Requests for Information

The NISCC received 10 Freedom of Information (FOI) and 6 Subject Access requests during 2014/15 which included requests for information in relation to conduct and registration matters. All responses were provided on time and within the FOI and DPA legislated timelines.

The NISCC continues to adhere to its Publication Scheme which is available on its website.

## Personal Data Related Incidents

There were 20 data security incidents during 2014/15. 10 were designated as data breaches and 10 as near miss events. The data breaches all had a low severity rating and did not require escalation reporting beyond the NISCC.

One incident was voluntarily declared to the ICO in line with best practice, with no further investigation deemed necessary. Mandatory training on Records Management Awareness, Data Protection & Confidentiality, Freedom of Information and IT Security for all staff is in place from the induction period and beyond.

Policies have also been developed to ensure NISCC staff manage all requests for information efficiently and effectively and are fully aware of their responsibilities with regards to confidential information.

These are reviewed on a regular basis to ensure they remain compliant with guidelines, as well as reflecting best practice and current legislative provisions.

# Personal Public Involvement (PPI)

## Report 2014/15

*The NISCC is committed to working closely with stakeholders to ensure they are supported to contribute their views and experiences effectively to NISCC business. The input of people who use social care services and carers is a valued and integral part of planning, implementing and reviewing all areas of work and projects across the NISCC. Over the past year, the NISCC has continued to deliver its participation agenda through its Participation Partnership by ensuring people who use social care services and carers have an opportunity to challenge, influence and advise the work of the NISCC.*

The NISCC Participation Partnership is chaired by a Member of Council and comprises carers and people who use social care services. The Partnership welcomed new members this year; Anne Mallon, Audrey Montgomery and Neil Irvine who brought a wealth of experience to the partnership and have been actively engaged in the work with NISCC

In supporting the NISCC's participation agenda the NISCC has demonstrated how it has engaged carers and people who use social care services.

The Participation Partnership's role is to 'Challenge, Influence and Advise' the work of the NISCC. During 2014/15, the Participation Partnership did this by:

- Participating in the judging panels for the 2015 Social Work Awards
- Representing the views of service users and carers on the Reflective Practice Steering Group; the Social Work Strategy Steering Group; the HSC Citizen's Forum; the Review of Codes of Practice Steering and the Professional in Practice Steering Group
- Contributing to the recruitment of conduct committee members
- Contributing views on a number of external consultations (minimum standards for nursing homes, mental capacity legislation, social work research strategy)
- Representing the service user and carer perspective at a social work leadership conference

The Director of Registration and Corporate Services supports the broader participation agenda and is the senior representative at NISCC's Senior Management Team (SMT) with responsibility for ensuring that participation forms an effective and regular part of reporting to the SMT and to the Council.

The NISCC will continue to build on the participation engagement work it has delivered and influenced during 2014/15 and will continue to deliver its action plan arising out of its agreed Principles of Participation. To support this programme of work the Participation Partnership agreed to meet on a monthly basis and will continue with this.

# Audit and Governance Committee Report

The NISCC Audit and Governance Committee Report is made up of Council Members.

The Committee met on the following dates during 2014/15:

- 28 May 2014
- 24 June 2014
- 15 October 2014
- 21 January 2015

During the 2014/15 financial year, membership of the Audit and Governance Committee was as follows:

<b>April 2014 - March 2015</b>	<b>Attendance at Audit &amp; Governance Committee (%)</b>
<b>Mrs Ruth Lavery</b>	75%
<b>Mrs Julie Erskine</b>	100%
<b>Mrs Maire McMahon</b>	100%
<b>Mr Neil Bodger</b>	100%

Internal Audit, External Audit and representatives from the Business Services Organisation (BSO) attend the Audit and Governance Committee. The Chief Executive of the NISCC, Mr Colum Conway, attends along with the NISCC Director of Registration and Corporate Services, Mr Mark Bradley. Mr Bradley is the Executive Officer in attendance and is responsible for servicing the Audit and Governance Committee. The Government Liaison Officer (GLO) from the DHSSPS also attends.

Membership of the Audit and Governance Committee is consistent with NISCC Standing Orders.

During the 2014/15 financial year, the NISCC Audit and Governance Committee undertook the following tasks:

- Agreed an Internal Audit Plan
- Considered an External Audit Strategy
- Reviewed its Terms of Reference
- Reviewed and endorsed a revised Risk Management Strategy and Information Governance Strategy
- Reviewed the NISCC Risk Management processes including the 2014/15 Assurance Framework
- Ensured the production of the NISCC Final Accounts in accordance with relevant statutory regulations
- Endorsed revisions to the NISCC Business Continuity Strategy and Business Continuity Plan
- Considered the NISCC mid-year Assurance Statement
- Reviewed a number of Internal Audit Reviews of key aspects of NISCC business during 2014/15
- Considered the Report to Those Charged with Governance

As part of its remit the Audit and Governance Committee can confirm, on reviewing the processes and related documents in relation to finance, risk, risk registers, governance and audit reports, that it is able to provide assurances to Council and to the Accounting Officer in relation to all statutory and accountability obligations.

Furthermore, the Audit and Governance Committee can provide assurance to Council and the Accounting Officer on all issues relating to the Governance Statement. This is based on the information provided to the Committee from Internal Audit, External Audit and from the Executive Team.

The Audit Committee endorses the Assurance Framework which captures all risks, controls and gaps in controls and mitigating actions and this is presented to Council by the Chair of the Audit and Governance Committee.

The Audit and Governance Committee can further confirm that, on an annual basis, both Internal and External Audit provide written confirmation to the Committee that all reviews performed are in accordance with applicable auditing standards.

In doing so, the Chair and the Audit and Governance Committee present the final Accounts to Council and the Accounting Officer for approval.

The Audit and Governance Committee, facilitated by the Head of Internal Audit, completed the National Audit Office Audit Committee Self-Assessment Checklist, which is carried-out on an annual basis. As a result, the NISCC Audit and Governance Committee confirmed its compliance with the good practice principles.

The Audit and Governance Committee was satisfied that during 2014/15, based on the information available to it, that:

- The assurances provided to it were comprehensive and reliable, and were of a sufficient standard to inform the decision making of the Council and of the Accounting Officer
- The assurances provided to it were suitably reflected in the NISCC Risk Management process as necessary
- It was suitably informed of any material issues that were pertinent to the Governance Statement
- Appropriate financial reporting and information was in place
- The work of Internal and External Audit was of a suitable quality and their approach to their responsibilities was appropriate



# Financial Information

## in relation to the Annual Accounts 2014/15

### Statutory Background

The Northern Ireland Social Care Council (NISCC) was established under Part 1, Section 1 of the Health and Personal Social Services Act (Northern Ireland) 2001 (the Act).

This is the 13th statement of accounts of the NISCC. It has been produced in accordance with the Audit and Accountability (Northern Ireland) Order 2003, in a form directed by the Department of Health, Social Services and Public Safety (DHSSPS).

### Results

The NISCC is funded by grants from the DHSSPS and also receives income from Registration fees and student placements within the Criminal Justice Sector (which is funded by the Department of Justice).

### Review of the activities of the NISCC

A full review of the objectives and activities is contained within this Annual Report. In accordance with Schedule 1, Paragraph 13(1) of the Act, the Report is to be submitted to the DHSSPS and will then be made available on the NISCC's website.

### Research and Development

The NISCC has not carried out any research and development work.

### Post Balance Sheet Events

There were no post balance sheet events.

### Charitable Donations

The NISCC did not make any charitable donations.

### Fixed Assets

The movement in fixed assets during the year is set out at Notes 6 and 7 of the financial statements. The revised guidance in the Capital Accounting Manual issued by the DHSSPS has been followed in compiling the Accounts.



## Statement of Council Members' Responsibilities

Council Members have the following responsibilities:

- They should ensure that high standards of corporate governance are observed at all times
- They should establish the overall strategic direction of the NISCC within the policy and resources framework agreed with the DHSSPS
- They should ensure that the NISCC operates within the limits of its statutory authority and any delegated authority agreed with the DHSSPS and in accordance with any other conditions relating to the use of public funds
- They should ensure that the NISCC has taken into account guidance issued by the DHSSPS in reaching decisions

Members are accountable to the Health Minister through the Chair of the NISCC. There is a Register of Interests available for inspection during office hours.

There are no significant interests held by Council Members which may conflict with their strategic management responsibilities.

## Employee Involvement

The NISCC continues to invest in its staff as evidenced by the re-accreditation of its Investors in People status and achievement of Bronze Status accreditation in 2011 and again in 2015. The NISCC has developed a Continuous Improvement Plan to build on its commitment to continuing its IIP journey.

## Disabled Employees

The NISCC is an Equal Opportunities employer, and published a new 5-year Disability Action Plan for 2013/18 which includes actions across each of the five years.

## Prompt Payment Policy


The NISCC is committed to the prompt payment of bills and services received in accordance with the Confederation of British Industry's Prompt Payers Code. Unless otherwise stated in the contract, payment is due within 30 days of receipt of goods or services, or on presentation of a valid invoice or similar demand, whichever is later.

Regular reviews conducted to measure how promptly the NISCC paid its bills found that 86.4% of bills were paid within this standard. The Late Payment of Commercial Debts Regulations 2002 provides small businesses with a statutory right to claim interest on the late payment of commercial debt. During the year, the NISCC incurred no interest payments (refer to Note 15.2 on page 104). During 2014/15 the NISCC Prompt Payment cumulative position dropped to 86.4%. This was due to additional pressures on the Shared Services Centre as the shared services model was rolled out. The NISCC continues to work with the Shared Services Centre to ensure processes are in place.

## Audit

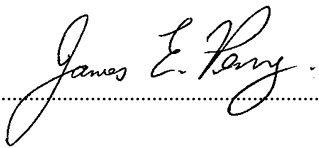
The Accounts and supporting notes relating to the NISCC's activities for the year ended 31 March 2015 have been audited by the Northern Ireland Audit Office. The report of the Comptroller and Auditor General is included on page 70. So far as the Chief Executive is aware, there is no relevant audit information of which the NISCC's auditors are unaware. The Chief Executive has taken all the steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the entity's auditors are aware of that information.

The external audit fee for the year 2014/15 was £9,100. There was £1,232 of non-audit services provided during 2014/15 for the National Fraud Initiative.

  
.....

Chief Executive

Date: 1 July 2015

  
.....

Chair:

Date: 1 July 2015

# Remuneration Report

## for the Year Ended 31 March 2015

### Scope of Report

The Remuneration Report summarises the Remuneration Policy of the NISCC and particularly its application in connection with senior managers. The Report also describes how the NISCC applies the principles of good corporate governance in relation to senior executives' remuneration in accordance with HSS(SM) 3/2001 and subsequent supplements issued by the DHSSPS.

### Remuneration Committee

The Council, as set out in its Standing Orders, has delegated certain functions to the Remuneration Committee. The Remuneration Committee is chaired by the Chair of Council. The Remuneration Committee is entirely comprised of Non-Executive Directors, namely, Geraldine Campbell, Joe Blake and Neil Bodger. The Remuneration Committee met in this form in July 2014. (Catherine McPhillips was appointed to the Committee during 2014/15 however the Committee only meets once a year with the next meeting due to take place in 2015/16).

### Remuneration Policy

The NISCC applies the Remuneration Policy as directed by Circular HSS (SM) 3/2001 and subsequent supplements issued by the DHSSPS in respect of senior managers. Senior managers are subject to the NHS Individual Performance Review system. Within the system each participant agrees objectives with his/her senior manager. At the end of each year, performance is assessed and a performance pay award is given on the basis of that performance. This award is approved by the Remuneration Committee on behalf of Council. There are no elements of senior managers' remuneration that are not subject to performance conditions.

## Contracts

HSC appointments are made on the basis of the merit principle in fair and open competition and in accordance with all relevant legislation and Circular HSS (SM) 3/2001. Unless otherwise stated, the employee/s covered by this Report are appointed on a permanent basis, subject to satisfactory performance.

The date of appointment for the NISCC's Executive and Non-Executive Directors, and the Chair are set out below:

NAME	DATE OF APPOINTMENT
James Chair	15 April 2013
<b>Non-Executive Directors</b>	
Joseph Blake Council Member	1 October 2007
Neil Bodger Council Member	18 July 2011
Geraldine Campbell Council Member	1 October 2007
Julie Erskine Council Member	1 October 2007
Miriam Karp Council Member	1 October 2007 – 30 September 2014
Ruth Lavery Council Member	1 October 2007
Brenda Maitland Council Member	1 October 2014
Maire McMahon Council Member	1 October 2007
Catherine McPhillips Council Member	3 November 2014
Anne O'Reilly Council Member	1 December 2014
Trevor Spratt Council Member	1 October 2007
Lee Wilson Council Member	1 September 2014

<b>Executive Directors</b>	
Mr Colum Conway Chief Executive	20 May 2013
Mr Mark Bradley Director of Registration and Corporate Services	6 October 2008
Mrs Patricia Higgins Director of Regulation and Standards	1 June 2002

### **Notice Periods**

Three months' notice is to be provided by either party except in the event of summary dismissal. There is nothing to prevent either party waiving the right to notice or from accepting payment in lieu of notice.

### **Retirement Age**

Currently, employees are required to retire at age 65 years and occupational pensions are normally effective from age 60 years. With effect from 1 October 2006, with the introduction of the Equality (Age) Regulations (Northern Ireland) 2006, employees are able to request to work beyond age 65 years.

From 6 April 2011, the rules which enable employers to operate a default retirement age changed and Regulations were introduced which removed the Default Retirement Age (DRA) of 65. On 24 March 2011, OFMDFM made Regulations, the Employment Equality (Repeal of Retirement Age Provisions) Regulations (Northern Ireland) 2011 (SR No.168).

These Regulations revoke and amend provisions in the Employment and Equality (Age) Regulations (Northern Ireland) 2006 (and amend certain provisions in the Employment Rights (Northern Ireland) Order 1996) which except certain dismissals from employment on the basis of retirement from constituting direct age discrimination and unfair dismissal.

These amendments are intended to remove the DRA of 65. A new provision relating to insurance arranged by an employer for the employer's employees and other persons in connection with that employment is also made.

## Compensation for Premature Retirement

In accordance with Circular HSS (S) 11/83 and subsequent supplements, there is provision with the HSC Superannuation Scheme for premature retirement with immediate payment of superannuation benefits and compensation for eligible employees on the grounds of:

- Efficiency of the service
- Redundancy
- Organisational change

Employers who retire staff early on any of the above grounds must pay the following:

- The basis pension plus increases up to normal retirement age
- The enhancement element of the pension plus increases for as long as this remains in payment
- The enhancement element of the lump sum
- The actuarial charge for payment of the basic lump sum before normal retirement age.

There is also provision within the Scheme for early retirement with benefits on health grounds subject to confirmation of permanent incapacity by HSC Medical Advisers.

If employees are retired prematurely because of redundancy or in the interests of efficiency of the service, benefits may be paid immediately. Employees must have at least two years' membership and have reached the minimum retirement age.

If retiring in the interests of the efficiency of the service, benefits are paid without reduction and the employer meets the costs of paying the pension early.

If made redundant over the minimum retirement age employees may choose to take their redundancy payment and have their pension paid at normal retirement age, or take their pension benefits immediately, without reduction. If the employee chooses to take their pension immediately the employer will use any redundancy payment to meet any additional costs that arise, paying the balance (if any) to the employee.

## Reporting of Compensation and exit packages for all staff 2014/15 (Audited)

There were no compensation or exit packages awarded during 2014/15.

### Salary and Pension Entitlements (Audited)

The salary, pension entitlements and the value of any taxable benefits in kind of Council Members and the most senior members of the NISCC were as follows:

		2014/15					2013/14				
<b>Non-Executive Members</b>											
Name	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	
Mr James Perry, Chair	15-20	-	-	-	15-20	15-20	-	-	-	15-20	
Mr Joseph Blake, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10	
Mr Neil Bodger, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10	
Mrs Geraldine Campbell, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10	



### Salary and Pension Entitlements (Audited)

The salary, pension entitlements and the value of any taxable benefits in kind of Council Members and the most senior members of the NISCC were as follows:

		2014/15					2013/14				
<b>Non-Executive Members</b>											
Name	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	
Mrs Julie Erskine, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10	
Ms Miriam Karp, Council Member	0-5	-	-	-	0-5	5-10	-	-	-	5-10	
Mrs Ruth Lavery, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10	
Mrs Brenda Maitland, Council Member	0-5	-	-	-	0-5	0	-	-	-	0-5	
Mrs Maire McMahan, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10	

### Salary and Pension Entitlements (Audited)

The salary, pension entitlements and the value of any taxable benefits in kind of Council Members and the most senior members of the NISCC were as follows:

		2014/15						2013/14					
Non-Executive Members													
Name	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000			
Mrs Catherine McPhillips, Council Member	0-5	-	-	-	0-5	0	-	-	-	0			
Ms Anne O'Reilly, Council Member	0-5	-	-	-	0-5	0	-	-	-	0			
Dr Trevor Spratt, Council Member	5-10	-	-	-	5-10	5-10	-	-	-	5-10			
Mr Lee Wilson, Council Member	0-5	-	-	-	0-5	0	-	-	-	0			

### Salary and Pension Entitlements (Audited)

The salary, pension entitlements and the value of any taxable benefits in kind of Council Members and the most senior members of the NISCC were as follows:

		2014/15					2013/14				
<b>Executive Members</b>											
Name	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	Salary £000s	Bonus / Performance Pay £000	Benefits in kind (rounded to the nearest £100)	Pension Benefits £'000	Total £'000	
Colum Conway, CEO (from 20 May 2013)	70-75	0.7	300	14	75-80	70-75	0.7	400	-	70-75	
Mark Bradley, Director of Registration and Corporate Services	65-70	-	100	27	90-95	60-65	-	100	21	60-65	
Patricia Higgins, Director of Regulation and Standards	65-70	-	200	9	85-90	65-70	-	200	8	65-70	

### Salary and Pension Entitlements (Audited)

The salary, pension entitlements and the value of any taxable benefits in kind of Council Members and the most senior members of the NISCC were as follows:

#### Pension Values 2014/15

Name	Accrued pension at pension age as at 31/3/15 and related lump sum £000s	Real increase in pension and related lump sum at pension age £000s	CETV at 31/03/15 £000s	CETV at 31/03/14 £000s	Real increase in CETV £000s
Colum Conway, Chief Executive Officer (from 20 May 2013)	0-5	0-0.25	29	13	15
Mark Bradley, Director of Registration and Corporate Services	10-15 Plus lump sum of 40-45	0-2.5 Plus lump sum of 2.5-5	246	213	26
Patricia Higgins, Director of Regulation and Standards	15-20 Plus lump sum of 50-55	0-2.5 Plus lump sum of 0-0.25	378	350	16

## Council Members Remuneration 2014/15 (Audited)

Following the Hutton Fair Pay Review which recommended that, from 2011/12, all public service organisations publish their top to median pay multiples each year, the Department of Health, Social Services and Public Safety issued Circular HSC (F) 23/2012 setting out a requirement to disclose the relationship between the remuneration of the most highly paid Director in the organisation and the median remuneration of the organisation's workforce. Following the application of the guidance contained in Circular HSC (F) 23/2012 the following can be reported:

### Disclosure 2014/15

Disclosure (Audited)	2014/15	2013/14
Band of the Highest Paid Director's Total Remuneration	70-75	70-75
Median Total Remuneration	21,388	22,016
Ratio	3.3	3.2

### HSC Superannuation Scheme

Pension benefits are provided through the HSC Superannuation Scheme. The HSC Superannuation Scheme is a 'final salary' defined scheme. The Scheme is unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions that are payable previously increased annually in line with changes in the Retail Prices Index (RPI). However, from 1 April 2011 the measure by which pensions are increased each year changed to the Consumer Prices Index (CPI).

In relation to pensions currently in payment, those in receipt will see their annual pension increase by CPI instead of RPI from 1 April 2011. In relation to the future uprating of deferred pension rights, the yearly uprating of pensions will be based on CPI from April 2011. All uprating before April 2011 will continue to use RPI. The way new Additional Pension contracts are calculated post April 2011 for the various contribution rates is as follows:

- 5.0% for employees earning up to £21,175
- 6.5% for employees earning between £21,176 and £69,931
- 7.5% for employees earning between £69,932 and £110,273
- 8.5% for employees earning over £110,274

Further details about the Health Service pension arrangements can be found at the website [www.dhsspsni.gov.uk](http://www.dhsspsni.gov.uk)

## Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time.

The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when a member leaves the scheme and chooses to transfer to the benefits accrued in their former scheme.

The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which the disclosure applies.

The CETV figures, and the other pension details, include the value of any pension benefits in another scheme or arrangement, which the individual has transferred to the HSC pension scheme. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETV's are calculated within the guidelines and framework prescribed by the Institute of Faculty of Actuaries.

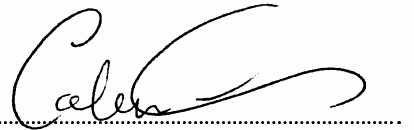
## Real Increase in CETV

This reflects the increase in CETV effectively funded by the employer. It takes account of the increase in accrued pension due to inflation; contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement), and used common market valuation factors for the start and end of the period.

## Other

- There are no elements of the remuneration package which are not cash
- There is no compensation payable to former colleagues
- There are no amounts included above which are payable to third parties for services of a senior manager

There have been no awards made to past senior managers.



**Chief Executive:**

**Date: 1 July 2015**

# Northern Ireland Social Care Council

## **Accounts for the Year Ended 31 March 2015**

### **Foreword**

These accounts for the year ended 31 March 2015 have been prepared in accordance with Schedule 1, paragraph 12 of the Health and Personal Social Services Act (Northern Ireland) 2001, in a form directed by the Department of Health, Social Services and Public Safety.

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

### Statement of Accounting Officer's Responsibilities

Under the Health and Social Care (Reform) Act (Northern Ireland) 2009, the Department of Health, Social Services and Public Safety has directed the Northern Ireland Social Care Council to prepare for each financial year a statement of accounts in the form and on the basis set out in the Accounts Direction. The financial statements are prepared on an accrual basis and must provide a true and fair view of the state of affairs of the Northern Ireland Social Care Council, of its income and expenditure, changes in taxpayers equity and cash flows for the financial year.

In preparing the financial statements the Accounting Officer is required to comply with the requirements of Government Financial Reporting Manual (FReM) and in particular to:

- observe the Accounts Direction issued by the Department of Health, Social Services and Public Safety including relevant accounting and disclosure requirements, and apply suitably accounting policies on a consistent basis.
- make judgements and estimates on a reasonable basis.
- state whether applicable accounting standards as set out in FReM have been followed, and disclose and explain any material departures in the financial statements.
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Northern Ireland Social Care Council will continue in operation.
- keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the Northern Ireland Social Care Council.
- pursue and demonstrate value for money in the services of the Northern Ireland Social Care Council provides and in its use of public assets and the resources it controls.

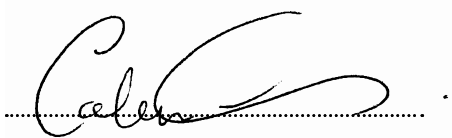
The Permanent Secretary of the Department of Health, Social Services and Public Safety as Principle Accounting Officer for health and personal social services resources in Northern Ireland has designated Colum Conway of the Northern Ireland Social Care Council, as the Accounting Officer for the Northern Ireland Social Care Council. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the Northern Ireland Social Care Council's assets, are set out in the Accountable Officer Memorandum, issued by the Department of Health, Social Services and Public Safety.



**Northern Ireland Social Care Council  
Accounts for the Year Ended 31 March 2015**

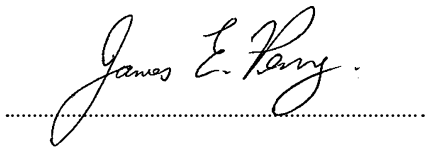
**Certificates of the Chair and Chief Executive**

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 76 to 110) which I am required to prepare on behalf of Northern Ireland Social Care Council have been compiled from and are in accordance with the accounts and financial records maintained by the Northern Ireland Social Care Council and with the accounting standards and policies for HSC bodies approved by the DHSSPS.



**Chief Executive  
Date: 1 July 2015**

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 76 to 110) as prepared in accordance with the above requirements have been submitted to and duly approved by the Council.



**Chair  
Date: 1 July 2015**

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

### Governance Statement 2014/15

#### 1. Introduction / Scope of Responsibility

The Council of the Northern Ireland Social Care Council (NISCC) is accounting for internal control. As Accounting Officer and Chief Executive of the Council, I have responsibility for maintaining a sound system of internal governance that supports the achievement of the organisation's policies, aims and objectives, whilst safeguarding the public funds and assets for which I am responsible in accordance with the responsibilities assigned to me by the Department of Health, Social Services and Public Safety.

The NISCC is an arms length body, sponsored by the Department of Health, Social Services and Public Safety (DHSSPS) and works in partnership with all the Health and Social Care organisations including the other small agencies sponsored by the DHSSPS.

In particular the NISCC has a Memorandum of Understanding with the Regulation and Quality Improvement Authority (RQIA) to enable it to properly fulfil its role as a regulator of the Social Care Workforce, and information sharing protocols are in place with the other Social Care Councils in England, Wales and Scotland. The NISCC also works closely with CORU, the Social Care authority in the Republic of Ireland, to share best practice in regulation and registration of social workers and social care workers.

The NISCC has a Management Statement and Financial Memorandum in place which sets out the strategic control framework within which the NISCC is required to operate, and the conditions under which government funds are provided as detailed in Government Accounting Northern Ireland. The Accounting Officer and Chair of Council appraise the DHSSPS at the highest level of engagement through twice-yearly Accountability Meetings, and at the same time the NISCC works in partnership with the DHSSPS Government Liaison Officer to ensure operational and strategic issues are raised appropriately with the DHSSPS throughout the year.

#### 2. Compliance with Corporate Governance Best Practice

The NISCC applies the principles of good practice in Corporate Governance and continues to further strengthen its governance arrangements. The NISCC does this by undertaking continuous assessment of its compliance with Corporate Governance best practice through the completion of an annual self-assessment.

The Council completed its self-assessment for year ended 31 March 2015 and developed a new Action Plan which it will continue to review on a quarterly basis to ensure continual improvement in governance and best practice.

In doing so, the Council carried out Case Studies, to meaningfully assist it in addressing areas of concern or where improvement may be required.

**Northern Ireland Social Care Council  
Accounts for the Year Ended 31 March 2015**

The summary assessment for the Council's self-assessment is set out below –

<b>Indicator</b>	<b>Council's Assessment</b>
<b>1. Board Composition and Commitment</b>	
1.1 Board positions and size	Green
1.2 Balance and calibre of Board members	Green
1.3 Role of the Board	Green
1.4 Committees of the Board	Green
1.5 Board member commitment	Green
<b>2. Board Evaluation, Development and Learning</b>	
2.1 Effective Board level evaluation	Amber/Green
2.2 Whole Board development programme	Amber/Green
2.3 Board induction, succession and contingency planning	Amber/Green
2.4 Board member appraisal and personal development	Green
<b>3. Board Insight and Foresight</b>	
3.1 Board performance reporting	Green
3.2 Efficiency and Productivity	Green
3.3 Environmental and strategic focus	Green
3.4 Quality of Board papers and timeliness of information	Green
3.5 Assurance and risk management	Green
<b>4. Board Engagement and Involvement</b>	
4.1 External stakeholders	Green
4.2 Internal stakeholders	Green
4.3 Board profile and visibility	Amber/Green

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

### 3. Governance Framework

The Council provides strategic leadership to the NISCC and comprises a Chair and 11 Members (of which there is currently one Council Member vacancies) who are a combination of registrants, lay members and others who are key stakeholders in social care services). Operational responsibilities are delivered by the Chief Executive. The duties and functions of the Chair and Council Members are set out in the Management Statement and Financial Memorandum and also in the NISCC's Standing Orders, Scheme of Delegation and Standing Financial Instructions.

The Council reviewed the Standing Orders, Scheme of Delegation and Financial Memorandum in 2014. The Management Statement and Financial Memorandum (MSFM) is currently under review with the Department. Meetings of the Council were held in open session four times during the year and records are maintained of the Council attendance. In addition, the Council held seven Strategic Planning Sessions and one Extraordinary Meeting of Council. During 2014/15 the Council attendance was:

<b>Chair/Council Member</b>	<b>Attendance at Council During 2014/15 (%)</b>
Mr James Perry, Chair	100%
Mr Joseph Blake, Council Member	75%
Mr Neil Bodger, Council Member	100%
Mrs Geraldine Campbell, Council Member	100%
Mrs Julie Erskine, Council Member	100%
Ms Miriam Karp, Council Member (Appointment ended 30 September 2014)	100%
Mrs Ruth Lavery, Council Member	100%
Mrs Maire McMahon, Council Member	100%
Dr Trevor Spratt, Council Member	100%
Brenda Maitland, Council Member * (Appointed 1 October 2014)	100%
Catherine McPhillips, Council Member * (Appointed 3 November 2014)	100%
Anne O'Reilly, Council Member * (Appointed 1 December 2014)	0%
Lee Wilson, Council Member * (Appointed 1 September 2014)	100%

\* - percentage attendance of Council open meetings held since date of appointment

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

The Council's performance is reviewed as part of the annual Board Self-Assessment and the performance appraisal system.

The Council has established two statutory Committees to support it in the delivery of its strategic functions, each of which is chaired by a Council Member:

- The Audit and Governance Committee assists the Council in the discharge of its functions by providing independent and objective review of the NISCC's control systems, financial information to the Council, risk management processes, compliance with law, guidance and Codes of Conduct, and governance processes; and
- The Remuneration Committee advises the Council about appropriate remuneration and terms of service for the Chief Executive.

The Audit and Governance Committee carries out an annual self-assessment and develops an action plan to address any areas where performance could be improved or enhanced. The Audit and Governance Committee identified one action in relation to good practice in Committee Support, that is, to review the timeliness in relation to the distribution of minutes to afford members suitable time to review action points.

### 4. Business Planning and Risk Management

Business planning and risk management is at the heart of governance arrangements to ensure that statutory obligations and ministerial priorities are properly reflected in the management of business at all levels within the organisation.

#### Business Planning

The NISCC produces a three-year Corporate Plan following engagement with staff and stakeholders including, in particular, people who use social care services and carers as is described in the NISCC's PPI Consultation Scheme. The Corporate Plan describes at a strategic level how the NISCC will deliver on its overarching aim and strategic objectives as a regulator of the social care workforce. The Corporate Plan is approved by the Council and ultimately by the DHSSPS before being circulated to staff, stakeholders and other bodies and published on the NISCC website. It is also made available, on request, in other formats in line with NISCC's Policy on Alternative Accessible Formats.

At the same time, the NISCC develops an annual Business Plan which provides further detail on how the NISCC will deliver its Corporate Plan, focusing on the outcomes of delivering its objectives. The same process of engagement and consultation is applied as with the development of the Corporate Plan. The Business Plan is approved by Council and ultimately by the DHSSPS before being circulated and published. The Corporate Plan and Business Plan are compliant with the requirements set out in the NISCC's MSFM. The corporate planning process is led by the Director of Registration and Corporate Services while the Chief Executive has overall responsibility for delivering the Corporate and Business Plans, supported by his Directors and senior team.

## **Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015**

To give effect to the Corporate and Business Plans, the NISCC develops an Operational Plan and Key Performance Indicators which also ensure that all staff can clearly understand their role in delivering the NISCC's objectives and ensures their own personal and team objectives and learning plans are aligned to NISCC's business objectives. The Operational Plan is reviewed on a quarterly basis by Senior Managers which informs reporting on the NISCC Business Plan.

A Business Performance Management Report is tabled to the Council on a quarterly basis detailing how NISCC is performing against its annual Business Plan which is reviewed and scrutinised by the Council. This includes financial reports and statistical data on registration and regulation outputs.

To better align meetings of the Council with Performance Management Reports, the Council agreed to a new timetable of meetings which enables them to receive up to date and current information immediately following each business quarter.

An accountability report is also produced to inform the Accountability Meeting between the DHSSPS Permanent Secretary, the Chair of the Council and the Chief Executive.

Ultimately, the NISCC accounts for its business performance through the production of its Annual Report and Accounts which are laid before the NI Assembly and published on the NISCC's website.

### **Risk Management**

Leadership on risk is provided through the NISCC's Audit and Governance Committee which is chaired by a Council Member and supported by the Director of Registration and Corporate Services. The Risk Management process seeks to identify risks in accordance with best practice as well as providing a system for embedding risk management throughout NISCC.

All staff receive training on risk management and the NISCC has rolled-out an e-learning module on risk management awareness to inform this process together with Risk Management Procedures. In addition risk management training forms part of induction for all new staff.

---

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

### Risk Management Framework

The NISCC ensures effective risk management is embedded as part of its culture and throughout the organisation. It has a Risk Management Strategy which describes how risks (and near misses) should be managed, elevated, and controlled, including evaluating the value of inherent and residual risks.

The NISCC details its risks through a Corporate Risk Register, Operational Risk Register and Assurance Framework which are reviewed on a quarterly basis by the Risk Management Committee (chaired by the Director of Registration and Corporate Services), which in turn reports to the NISCC Senior Management Team, the Audit and Governance Committee and ultimately the Council.

The Risk Management Committee is also responsible for ensuring the overarching Risk Management Strategy is reviewed on a regular basis so that it reflects all aspects of risk, governance and control.

The NISCC works with Internal Audit to provide assurances and validation of its compliance in relation to risk management, and has a Business Continuity Plan and Strategy in place which is tested on an annual basis, with lessons learned being fed back into the overarching Risk Management Strategy.

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

### 5. Information Risk

Information Risk Management is an essential part of good governance. The NISCC ensures that information risk management is considered in its procedures and policies. Information Risk Management is managed within the context of the NISCC's Risk Management Strategy and Information Governance Strategy.

The NISCC holds a range of personal data in respect of registrants (c.22,000) and confidential data in respect of complaints against registrants. It also holds a range of personal data in respect of staff and information which supports the running of the business. The NISCC maintains an Information Asset Register and Disposals Schedule which are reviewed regularly and any areas of non-compliance are brought to the attention of the Senior Information Risk Owner and Personal Data Guardian.

Specific roles in the NISCC have been identified to support it in managing risks to the organisation in respect of the information it may hold.

These roles include:

- Personal Data Guardian
- Senior Information Risk Owner (SIRO)
- Information Governance and Records Management Officer (IGRMO)
- Information Asset Owners (IAOs)

The NISCC has established an Information Governance Group which is chaired by the Director of Registration and Corporate Services (who is also the NISCC SIRO and Data Guardian) and comprises the IGRMO and IAOs to give oversight to day to day compliance with information governance, including compliance with the Controls Assurance Standard on Information Governance to ensure any gaps in compliance are addressed throughout the year.



## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

The NISCC has a number of policies and strategies in place that support its risk management. These are:

- Information Governance Strategy
- Records Management Strategy
- Records Management Policy
- Access to Information Policy
- Disclosure Policy
- Clear Desk and Screen Policy
- Data Security Breach Management Policy
- Confidentiality Policy
- Data Quality Policy
- ICT Strategy
- ICT Policy

### 6. Public Stakeholder Involvement

The NISCC's engagement with service users, carers and other stakeholders has been enshrined in its structure since its inception in 2001. In addition, NISCC has a strategic objective to 'discharge its responsibilities informed by the views of users of social care services, carers, registrants and other key stakeholders'. The NISCC has published a Personal and Public Involvement Consultation Scheme which was developed by people who use social care services and carers, and was approved by the Council. Additionally it has produced Principles of Participation, again in partnership with service users and carers.

The NISCC has established a number of Partnerships to ensure inclusivity and involvement from the broadest range of people and stakeholders. These are:

- The Participation Partnership (comprising people who use social care services and carers)
- The Registrants Partnership (comprising registrants)
- The Workforce Development Partnership (comprising employers of the social care workforce)
- The Post Qualifying Partnership (comprising employers and the Higher Education Institutions (HEI's) who are key to the delivery of the PQ Framework)
- The Professional Issues Review Group (comprising Council Members and NISCC staff)

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

These Partnerships meet regularly throughout the year and are kept informed of the NISCC business developments and issues raised at these meetings are brought to the attention of Council who review the minutes of the meetings of the Partnerships. This holistic approach to engagement ensures that any risks identified by stakeholders are brought to the attention of the Council.

The NISCC has also revised its cover template for all papers presented to Audit and to Council to ensure that authors explain to what extent stakeholders have been engaged in the development of the paper and, where appropriate, how they influenced the outcome. Audit and Council can therefore clearly challenge the NISCC in how it has engaged service users, carer and other stakeholders in the development of policy and other initiatives.

### 7. Assurance

As part of its Governance arrangements, the NISCC considers the contents of both its Assurance Framework and Risk Register when identifying possible control issues.

The NISCC's Standing Orders require the setting up of an Audit Committee, as directed by HSS (PDD) 8/94 to reassure the Council that financial stewardship and corporate governance standards are being met. The Audit and Governance Committee maintains and reviews the effectiveness of the system control for the NISCC. Full details of the Audit and Governance Committee, its role, terms of reference, and responsibilities can be found in the NISCC Standing Orders.

The Internal Audit Service for the NISCC is provided by the Business Services Organisation (BSO). Internal Audit carries out its role by systematic review and evaluation of risk management, control and governance which comprises the policies, procedures and operations in place to:

- establish and monitor the achievement of the NISCC's objectives
- identify, assess and manage the risks to achieving the NISCC's objectives
- ensure the economical, effective and efficient use of resources
- ensure compliance with established policies, procedures, laws and regulations
- safeguard the NISCC's assets and interests from losses of all kinds, including those arising from fraud, irregularity, bribery or corruption

The NISCC Council receives a wide range of papers for information and decision making purposes presented by NISCC officers. This includes a Business Performance Management Report. The papers are of suitable quality to enable the NISCC Council to make informed decisions.

The Council is satisfied with the quality of the information received during the year and is satisfied that the information was sufficient to enable the Council to fulfil its obligations

**Northern Ireland Social Care Council**  
**Accounts for the Year Ended 31 March 2015**

**Controls Assurance Standards**

The NISCC assessed its compliance with the applicable Controls Assurance Standards which were defined by the Department and against which a degree of progress is expected in 2014/15.

The organisation achieved the following levels of compliance for 2014/15.

<b>Standard</b>	<b>DHSS&amp;PS Expected Level of Compliance</b>	<b>NISCC Level of Compliance</b>	<b>Audited by Internal Audit, BSO</b>
Emergency Planning (Substantive)	75% - 99% (Substantive)	92	Not Assessed
Environmental Management	75% - 99% (Substantive)	90	Not Assessed
<b>Financial Management (Core Standard)</b>	75% - 99% (Substantive)	90	Assessed
Fire Safety	75% - 99% (Substantive)	91	Not Assessed
<b>Governance (Core Standard)</b>	75% - 99% (Substantive)	95	Assessed
Health & Safety	75% - 99% (Substantive)	93	Not Assessed
Human Resources	75% - 99% (Substantive)	96	Not Assessed
Information Communication Technology	75% - 99% (Substantive)	90	Not Assessed
Management of Purchasing and Supply	75% - 99% (Substantive)	92	Not Assessed
Information Governance	75% - 99% (Substantive)	82	Assessed
<b>Risk Management (Core Standard)</b>	75% - 99% (Substantive)	94	Assessed
Security Management	75% - 99% (Substantive)	89	Not Assessed
Waste Management	75% - 99% (Substantive)	93	Not Assessed

## Northern Ireland Social Care Council Accounts for the Year Ended 31 March 2015

### 8. Sources of Independent Assurance

The NISCC obtains Independent Assurance from the following sources:

- Internal Audit (as provided under a Service Level Agreement with BSO)
- Northern Ireland Audit Office.

#### Internal Audit

The NISCC has an internal audit function which operates to defined standards and whose work is informed by an analysis of risk to which the body is exposed and annual audit plans are based on this analysis.

In 2014-15 Internal Audit reviewed the following systems:

- Risk Management Review, providing a substantial assurance
- Financial Review, providing a satisfactory assurance
- Performance Management Review, providing a satisfactory assurance
- Social Care Fitness to Practice, providing a satisfactory assurance
- Procurement and Management of Contracts, providing a satisfactory assurance.

In her annual report, the Head of Internal Audit reported that, in her overall opinion for the year ended 31 March 2015, there was a satisfactory system of internal control designed to meet the organisation's objectives. In addition, no priority one weaknesses in control were identified.

### 9. Review of Effectiveness of the System of Internal Governance

As Accounting Officer, I have responsibility for the review of effectiveness of the system of internal governance. My review of the effectiveness of the system of internal governance is informed by the work of the internal auditors and the executive managers within the NISCC who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Audit and Governance Committee and a plan to address weaknesses and ensure continuous improvement to the system is in place

### 10. Internal Governance Divergences

#### Internal Control Issues 2013/14

In 2013/14, internal control issues were identified in relation to Council Member vacancies. There were four Council Member vacancies with a further four Council Members' appointments ending during 2014/15. The impact of sustaining leadership, oversight and a quorum of Members at Council and its sub-Committees, has been elevated to the DHSSPS as a primary risk to the NISCC in the current year and going forward into 2014/15.

**Northern Ireland Social Care Council  
Accounts for the Year Ended 31 March 2015**

The risks associated with the number of new Members being appointed to the Council were detailed in the findings of the 2012/13 and 2013/14 Board Self-Assessments and were seen as a critical control issue for NISCC.

**Internal Control Issues 2014/15**

The NISCC operates under a Shared Services model through the Business Services Organisation, and limited assurance was provided for the Shared Services functions as set out below:

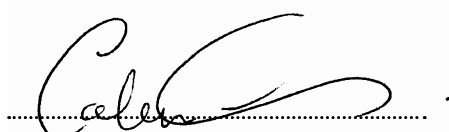
<b>Shared Service Audit</b>	<b>Assurance</b>
Payments Shared Service (as at September 2014)	Limited
Payments Shared Service (as at March 2015)	Satisfactory – Overall Limited – Management of Duplicate Payments
Payroll Shared Service (as at September 2014)	Limited
Payroll Shared Service (as at February 2015)	Limited
Income Shared Service	Satisfactory
Recruitment Shared Service	Satisfactory
Business Services Team	Satisfactory
Shared Service Governance	Satisfactory

The NISCC continues to work with the Business Services Organisation (BSO) to ensure the BSO has the systems and processes in place to address these areas.

**11. Conclusion**

The NISCC has a rigorous system of accountability which I can rely on as Accounting Officer to form an opinion on the probity and use of public funds, as detailed in Managing Public Money NI.

Further to considering the accountability framework within NISCC and in conjunction with assurances given to me by the Head of Internal audit, I am content that the NISCC has operated a sound system of internal governance during the period 2014-15.



**Colum Conway**

Chief Executive  
Northern Ireland Social Care Council  
24 April 2015

## **The Certificate and Report of the Comptroller and Auditor General to the Northern Ireland Assembly**

I certify that I have audited the financial statements of the Northern Ireland Social Care Council for the year ended 31 March 2015 under the Health and Personal Social Services Act (Northern Ireland) 2001. The financial statements comprise the Statements of Comprehensive Net Expenditure, Financial Position, Changes in Taxpayers' Equity, Cash Flows, and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

### **Respective responsibilities of the Accounting Officer and auditor**

As explained more fully in the Statement of the Accounting Officer's Responsibilities, the Accounting Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit, certify and report on the financial statements in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Northern Ireland Social Care Council's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Northern Ireland Social Care Council and the overall presentation of the financial statements. In addition I read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my certificate.

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

### **Opinion on regularity**

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

## Opinion on financial statements

In my opinion:

- the financial statements give a true and fair view of the state of the Northern Ireland Social Care Council's affairs as at 31 March 2015 and of the net expenditure, cash flows and changes in taxpayers' equity for the year then ended; and
- the financial statements have been properly prepared in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001 and Department of Health, Social Services and Public Safety directions issued thereunder.

## Opinion on other matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with Department of Health, Social Services and Public Safety directions made under the Health and Personal Social Services Act (Northern Ireland) 2001; and
- the information given in the Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

## Matters on which I report by exception

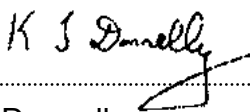
I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with Department of Finance and Personnel's guidance.

## Report

I have no observations to make on these financial statements.

The maintenance and integrity of the NISCC's website is the responsibility of the Accounting Officer. The work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes which may have occurred to the financial statements since they were originally presented on the website.



KJ Donnelly

Comptroller and Auditor General  
Northern Ireland Audit Office, 106 University Street,  
Belfast BT7 1EU

27 July 2015

**STATEMENT OF COMPREHENSIVE NET EXPENDITURE  
FOR THE YEAR ENDED 31 MARCH 2014**

	NOTE	2015 £	2014 £
<b>Expenditure</b>			
Staff costs	3.1	(2,035,984)	(1,961,467)
Depreciation	4	(23,006)	(19,494)
Other expenditures	4	(1,811,904)	(1,807,548)
		<u>(3,870,894)</u>	<u>(3,788,509)</u>
<b>Income</b>			
Income from activities	5.1	-	-
Other income	5.2	738,371	655,741
Deferred income	5.3	-	-
		738,371	655,741
<b>Net Expenditure</b>		<u><b>(3,132,523)</b></u>	<u><b>(3,132,768)</b></u>
Revenue Resource Limit (RRL)	25.1	3,134,652	3,133,749
<b>Surplus/(Deficit) against RRL</b>		<u><b>2,129</b></u>	<u><b>981</b></u>

**OTHER COMPREHENSIVE EXPENDITURE**

	NOTE	2015 £	2014 £
Net gain/(loss) on revaluation of property, plant & equipment	6.1/10/6.2/10	-	-
Net gain/(loss) on revaluation of intangibles	7.1/10/7.2/10	-	(21,691)
Net gain/(loss) on revaluation of available for sale financial assets		-	-
<b>TOTAL COMPREHENSIVE EXPENDITURE for the year ended 31 March 2015</b>		<u><b>(3,132,523)</b></u>	<u><b>(3,154,459)</b></u>

The notes on pages 76 to 110 form part of these accounts.



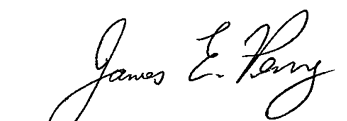
**NORTHERN IRELAND SOCIAL CARE COUNCIL**  
**STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2014**

	NOTE	2015	2014
		£	£
<b>Non Current Assets</b>			
Property, plant and equipment	6.1/6.2	61,766	74,396
Intangible assets	7.1/7.2	379,390	327,276
Financial assets	8	-	-
Trade and other receivables	12	-	-
Other current assets	12	-	-
<b>Total Non Current Assets</b>		<b>441,156</b>	<b>401,672</b>
<b>Current Assets</b>			
Assets classified as held for sale	9	-	-
Inventories	11	-	-
Trade and other receivables	12	80,588	118,943
Other current assets	12	28,156	19,254
Financial assets	8	-	-
Cash and cash equivalents	13	33,595	179,292
<b>Total Current Assets</b>		<b>142,339</b>	<b>317,489</b>
<b>Total Assets</b>		<b>583,495</b>	<b>719,161</b>
<b>Current Liabilities</b>			
Trade and other payables	14	(632,846)	(414,089)
Other liabilities	14	-	-
Provisions	16	-	-
<b>Total Current Liabilities</b>		<b>(632,846)</b>	<b>(414,089)</b>
<b>Non Current Assets plus/less</b>			
<b>Net Current Assets/Liabilities</b>		<b>(49,351)</b>	<b>305,072</b>
<b>Non Current Liabilities</b>			
Provisions	16	-	-
Other payables > 1 yr	14	-	-
Financial liabilities	8	-	-
<b>Total Non Current Liabilities</b>		<b>-</b>	<b>-</b>
<b>Assets less Liabilities</b>		<b>(49,351)</b>	<b>305,072</b>
<b>Taxpayers' Equity</b>			
Revaluation reserve		17,508	17,508
SoCNE Reserve		(66,859)	287,564
		<b>(49,351)</b>	<b>305,072</b>

The notes on pages 76 to 110 form part of these accounts.



**Chief Executive** Date: 1 July 2015



**Chair** Date: 1 July 2015

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2015**

	NOTE	2015 £	2014 £
<b>Cash flows from operating activities</b>			
Net expenditure after interest		(3,132,523)	(3,132,768)
Adjustments for non cash costs		94,998	93,644
(Increase)/decrease in trade and other receivables		29,453	47,691
<i>Less movements in receivables relating to items not passing through the NEA:</i>			
Movements in receivables relating to the sale of property, plant and equipment		-	-
Movements in receivables relating to the sale of intangibles		-	-
Movements in receivables relating to finance leases		-	-
Movements in receivables relating to PFI and other service concession arrangement contracts		-	-
(Increase)/decrease in inventories		-	-
Increase/(decrease) in trade payables		218,757	(121,522)
<i>Less movements in payables relating to items not passing through the NEA:</i>			
Movements in payables relating to the purchase of property, plant and equipment		21,369	(8,109)
Movements in payables relating to the purchase of intangibles		(70,200)	114,072
Movements in payables relating to finance leases		-	-
Movements in payables relating to PFI and other service concession arrangement contracts		-	-
Use of provisions	16	-	-
<b>Net cash outflow from operating activities</b>		<u>(2,838,146)</u>	<u>(3,006,992)</u>
<b>Cash flows from investing activities</b>			
(Purchase of property, plant & equipment)	6	(31,868)	(20,105)
(Purchase of intangible assets)	7	(44,683)	(114,072)
Proceeds on disposal of property, plant & equipment		-	-
Proceeds on disposal of intangibles		-	-
Proceeds on disposal of assets held for resale		-	-
<b>Net cash outflow from investing activities</b>		<u>(76,551)</u>	<u>(134,177)</u>
<b>Cash flows from financing activities</b>			
Grant in aid		2,769,000	3,150,000
Cap element of payments - finance leases and on balance SOFP PFI and other service concession arrangements		-	-
<b>Net financing</b>		<u>2,769,000</u>	<u>3,150,000</u>
<b>Net increase/(decrease) in cash &amp; cash equivalents in the year</b>		<u>(145,697)</u>	<u>8,831</u>
<b>Cash &amp; cash equivalents at the beginning of the year</b>	13	<u>179,292</u>	<u>170,461</u>
<b>Cash &amp; cash equivalents at the end of the year</b>	13	<u>33,595</u>	<u>179,292</u>

The notes on pages 76 to 110 form part of these accounts.

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
STATEMENT OF CHANGES IN TAXPAYERS' EQUITY FOR THE YEAR ENDED 31 MARCH 2015**

	NOTE	SoCNE Reserve £	Revaluation Reserve £	Total £
<b>Balance at 31 March 2013</b>		<b>261,532</b>	<b>39,199</b>	<b>300,731</b>
<b>Changes in Taxpayers Equity 2013-14</b>				
Grant from DHSSPS		3,150,000	-	3,150,000
Transfers between reserves		-	-	-
(Comprehensive expenditure for the year)		(3,132,768)	(21,691)	(3,154,459)
Transfer of asset ownership		-	-	-
Non cash charges - auditors remuneration	4	8,800	-	8,800
<b>Balance at 31 March 2014</b>		<b>287,564</b>	<b>17,508</b>	<b>305,072</b>
<b>Changes in Taxpayers Equity 2014-15</b>				
Grant from DHSSPS		2,769,000	-	2,769,000
Transfers between reserves		-	-	-
(Comprehensive expenditure for the year)		(3,132,523)	-	(3,132,523)
Transfer of asset ownership		-	-	-
Non cash charges - auditors remuneration	4	9,100	-	9,100
<b>Balance at 31 March 2015</b>		<b>(66,859)</b>	<b>17,508</b>	<b>(49,351)</b>

The notes on pages 76 to 110 form part of these accounts.

## NORTHERN IRELAND SOCIAL CARE COUNCIL ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### NOTES TO THE ACCOUNTS STATEMENT OF ACCOUNTING POLICIES

#### 1. Authority

These accounts have been prepared in a form determined by the Department of Health, Social Services and Public Safety based on guidance from the Department of Finance and Personnel's Financial Reporting manual (FReM) and in accordance with the requirements of Article 90(2)(a) of the Health and Personal Social Services (Northern Ireland) Order 1972 No 1265 (NI 14) as amended by Article 6 of the Audit and Accountability (Northern Ireland) Order 2003.

The accounting policies follow IFRS to the extent that it is meaningful and appropriate to the Northern Ireland Social Care Council ("the Council"). Where a choice of accounting policy is permitted, the accounting policy which has been judged to be most appropriate to the particular circumstances of the Council for the purpose of giving a true and fair view has been selected. The Council's accounting policies have been applied consistently in dealing with items considered material in relation to the accounts, unless otherwise stated.

#### 1.1 Accounting convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment.

#### 1.2 Currency

These accounts are presented in UK Pounds sterling.

#### 1.3 Property, Plant and Equipment

Property, plant and equipment assets comprise Land, Buildings, Dwellings, Transport Equipment, Plant & Machinery, Information Technology, Furniture & Fittings, and Assets under construction.

#### Recognition

Property, plant and equipment must be capitalised if:

- it is held for use in delivering services or for administrative purposes;
- it is probable that future economic benefits will flow to, or service potential will be supplied to, the Council;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably; and
- the item has cost of at least £5,000; or
- Collectively, a number of items have a cost of at least £5,000 and individually have a cost of more than £1,000, where the assets are functionally interdependent, they had broadly simultaneous purchase dates, are anticipated to have simultaneous disposal dates and are under single managerial control; or
- items form part of the initial equipping and setting-up cost of a new building, ward or unit, irrespective of their individual or collective cost.

On initial recognition property, plant and equipment are measured at cost including any expenditure such as installation, directly attributable to bringing them into working condition. Items classified as “under construction” are recognised in the Statement of Financial Position to the extent that money has been paid or a liability has been incurred.

### **Valuation of Land and Buildings**

Land and buildings are carried at the last professional valuation, in accordance with the Royal Institute of Chartered Surveyors (RICS) Valuation - Professional Standards in so far as these are consistent with the specific needs of the HSC

The last valuation was carried out on 31 January 2015 by Land and Property Services (LPS) which is part of the Department of Finance and Personnel. The valuers are qualified to meet the ‘Member of Royal Institution of Chartered Surveyors’ (MRICS) standard. Professional revaluations of land and buildings are undertaken at least once in every five year period and are revalued annually, between professional valuations, using indices provided by LPS.

Land and buildings used for the Council’s services or for administrative purposes are stated in the Statement of Financial Position at their revalued amounts, being the fair value at the date of revaluation less any subsequent accumulated depreciation and impairment losses.

Fair values are determined as follows:

- Land and non-specialised buildings – open market value for existing use
- Specialised buildings – depreciated replacement cost
- Properties surplus to requirements – the lower of open market value less any material directly attributable selling costs, or book value at date of moving to non current assets.

### **Modern Equivalent Asset**

DFP has adopted a standard approach to depreciated replacement cost valuations based on modern equivalent assets and, where it would meet the location requirements of the service being provided, an alternative site can be valued. Land and Property Services (LPS) have included this requirement within the latest valuation.

### **Assets Under Construction (AUC)**

Assets in the course of construction for service or administration purposes are carried at cost, less any impairment loss. Assets are revalued and depreciation commences when they are brought into use.

### Short Life Assets

Short life assets are not indexed. Short life is defined as a useful life of up to and including 5 years. Short life assets are carried at depreciated historic cost as this is not considered to be materially different from fair value and are depreciated over their useful life.

Where estimated life of fixtures and equipment exceed 5 years, suitable indices will be applied each year and depreciation will be based on indexed amount.

### Revaluation Reserve

An increase arising on revaluation is taken to the Revaluation Reserve except when it reverses an impairment for the same asset previously recognised in expenditure, in which case it is credited to expenditure to the extent of the decrease previously charged there. A revaluation decrease is recognised as an impairment charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure.

## 1.4 Depreciation

No depreciation is provided on freehold land since land has unlimited or a very long established useful life. Items under construction are not depreciated until they are commissioned. Properties that are surplus to requirements and which meet the definition of “non current assets held for sale” are also not depreciated.

Otherwise, depreciation is charged to write off the costs or valuation of property, plant and equipment and similarly, amortisation is applied to intangible non-current assets, less any residual value, over their estimated useful lives, in a manner that reflects the consumption of economic benefits or service potential of the assets. Assets held under finance leases are also depreciated over the lower of their estimated useful lives and the terms of the lease.

The estimated useful life of an asset is the period over which the Council expects to obtain economic benefits or service potential from the asset. Estimated useful lives and residual values are reviewed each year end, with the effect of any changes recognised on a prospective basis. The following asset lives have been used.

Asset Type	Asset Life
Freehold Buildings	25 – 60 years
Leasehold property	Remaining period of lease
IT Assets	3 – 10 years
Intangible assets	3 – 10 years
Other Equipment	3 – 15 years

## 1.5 Impairment loss

If there has been an impairment loss due to a general change in prices, the asset is written down to its recoverable amount, with the loss charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure within the Statement of Comprehensive Net Expenditure. If the impairment is due to the consumption of economic benefits the full amount of the impairment is charged to the Statement of Comprehensive Net Expenditure and an amount up to

the value of the impairment in the revaluation reserve is transferred to the Statement of Comprehensive Net Expenditure Reserve. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of the recoverable amount but capped at the amount that would have been determined had there been no initial impairment loss. The reversal of the impairment loss is credited firstly to the Statement of Comprehensive Net Expenditure to the extent of the decrease previously charged there and thereafter to the revaluation reserve.

## 1.6 Subsequent expenditure

Where subsequent expenditure enhances an asset beyond its original specification, the directly attributable cost is capitalised. Where subsequent expenditure which meets the definition of capital restores the asset to its original specification, the expenditure is capitalised and any existing carrying value of the item replaced is written-out and charged to operating expenses.

The overall useful life of the Council's buildings takes account of the fact that different components of those buildings have different useful lives. This ensures that depreciation is charged on those assets at the same rate as if separate components had been identified and depreciated at different rates.

## 1.7 Intangible assets

Intangible assets includes any of the following held – software, licences, trademarks, websites, development expenditure, Patents, Goodwill and intangible assets under Construction. Software that is integral to the operating of hardware, for example an operating system is capitalised as part of the relevant item of property, plant and equipment. Software that is not integral to the operation of hardware, for example application software, is capitalised as an intangible asset. Expenditure on research is not capitalised: it is recognised as an operating expense in the period in which it is incurred. Internally-generated assets are recognised if, and only if, all of the following have been demonstrated:

- the technical feasibility of completing the intangible asset so that it will be available for use;
- the intention to complete the intangible asset and use it;
- the ability to sell or use the intangible asset;
- how the intangible asset will generate probable future economic benefits or service potential;
- the availability of adequate technical, financial and other resources to complete the intangible asset and sell or use it
- the ability to measure reliably the expenditure attributable to the intangible asset during its development.

### Recognition

Intangible assets are non-monetary assets without physical substance, which are capable of sale separately from the rest of the Council's business or which arise from contractual or other legal rights. Intangible assets are considered to have a finite life. They are recognised only when it is probable that future economic benefits will flow to, or service potential be provided to, the Council; where the cost of the asset can be measured reliably. All single items over £5,000 in value must be capitalised while intangible assets which fall within the grouped asset definition must be capitalised if their

individual value is at least £1,000 each and the group is at least £5,000 in value. The amount recognised for internally-generated intangible assets is the sum of the expenditure incurred from the date of commencement of the intangible asset, until it is complete and ready for use.

Intangible assets acquired separately are initially recognised at fair value.

Following initial recognition, intangible assets are carried at fair value by reference to an active market, and as no active market currently exists depreciated replacement cost has been used as fair value.

### **1.8 Non-current assets held for sale**

Non-current assets are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. In order to meet this definition IFRS 5 requires that the asset must be immediately available for sale in its current condition and that the sale is highly probable. A sale is regarded as highly probable where an active plan is in place to find a buyer for the asset and the sale is considered likely to be concluded within one year. Non-current assets held for sale are measured at the lower of their previous carrying amount and fair value, less any material directly attributable selling costs. Fair value is open market value, where one is available, including alternative uses.

Assets classified as held for sale are not depreciated.

The profit or loss arising on disposal of an asset is the difference between the sale proceeds and the carrying amount. The profit from sale of land which is a non depreciating asset is recognised within income. The profit from sale of a depreciating asset is shown as a reduced expense. The loss from sale of land or from any depreciating assets is shown within operating expenses. On disposal, the balance for the asset on the revaluation reserve is transferred to the Statement of Comprehensive Net Expenditure reserve.

Property, plant or equipment that is to be scrapped or demolished does not qualify for recognition as held for sale. Instead, it is retained as an operational asset and its economic life is adjusted. The asset is de-recognised when it is scrapped or demolished.

### **1.9 Inventories**

The Council does not hold inventories for resale.

### **1.10 Income**

Operating Income relates directly to the operating activities of the Council and is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable.

#### **Grant in aid**

Funding received from other entities, including the Department and the Health and Social Care Board are accounted for as grant in aid and are reflected through the Statement of Comprehensive Net Expenditure Reserve.



### 1.11 Investments

The Council does not have any investments.

### 1.12 Other expenses

Other operating expenses for goods or services are recognised when, and to the extent that, they have been received. They are measured at the fair value of the consideration payable.

### 1.13 Cash and cash equivalents

Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

### 1.14 Leases

Leases are classified as finance leases when substantially all the risks and rewards of ownership are transferred to the lessee. All other leases are classified as operating leases.

#### NISCC as lessee

The Council do not have any finance leases.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. Lease incentives are recognised initially as a liability and subsequently as a reduction of rentals on a straight-line basis over the lease term.

Contingent rentals are recognised as an expense in the period in which they are incurred.

#### NISCC as lessor

The Council do not act as a lessor.

### 1.15 Private Finance Initiatives (PFI) transactions

The Council has had no PFI transactions during the year.

### 1.16 Financial instruments

#### • Financial assets

Financial assets are recognised on the Statement of Financial Position when the Council becomes party to the financial instrument contract or, in the case of trade receivables, when the goods or services have been delivered. Financial assets are derecognised when the contractual rights have expired or the asset has been transferred.

Financial assets are initially recognised at fair value.

#### • Financial liabilities

Financial liabilities are recognised on the Statement of Financial Position when the Council becomes party to the contractual provisions of the financial instrument or, in the case of trade payables, when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

Financial liabilities are initially recognised at fair value.

- Financial risk management

IFRS 7 requires disclosure of the role that financial instruments have had during the year in creating or changing the risks a body faces in undertaking its activities. Because of the relationships with HSC Commissioners, and the manner in which they are funded, financial instruments play a more limited role within the Council in creating risk than would apply to a non public sector body of a similar size, therefore the Council is not exposed to the degree of financial risk faced by business entities. The Council have limited powers to borrow or invest surplus funds and financial assets and liabilities are generated by day to day operational activities rather than being held to change the risks facing the Council in undertaking activities. Therefore the HSC is exposed to little credit, liquidity or market risk.

- Currency risk

The Council is principally a domestic organisation with the great majority of transactions, assets and liabilities being in the UK and Sterling based. The Council has no overseas operations. The Council therefore has low exposure to currency rate fluctuations.

- Interest rate risk

The Council has limited powers to borrow or invest and therefore has low exposure to interest rate fluctuations.

- Credit risk

Because the majority of the Council's income comes from contracts with other public sector bodies, the Council has low exposure to credit risk.

- Liquidity risk

Since the Council receives the majority of its funding through its principal Commissioner which is voted through the Assembly, it is therefore not exposed to significant liquidity risks.

### 1.17 Provisions

The Council has no provisions.

### 1.18 Contingencies

The Council has no contingent assets or liabilities.

### 1.19 Employee benefits

Short-term employee benefits

Under the requirements of IAS 19: Employee Benefits, staff costs must be recorded as an expense as soon as the Council is obligated to pay them. This includes the cost of any unused leave that has been earned at the year end. This cost has been determined using average staff numbers and total salary costs applied to the average unused leave balance determined from a report of the unused annual leave balance as at 31 March 2015. It is not anticipated that the level of unused leave will vary significantly from year to year. Unused flexi leave is estimated to be immaterial to the NISCC and has not been included.

#### Retirement benefit costs

Past and present employees are covered by the provisions of the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the Council and employees pay specified percentages of pay into the scheme and the liability to

pay benefit falls to the DHSSPS. The Council is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis. Further information regarding the HSC Superannuation Scheme can be found in the HSC Superannuation Scheme Statement in the Departmental Resource Account for the Department of Health, Social Services and Public Safety.

The costs of early retirements are met by the Council and charged to the Statement of Comprehensive Net Expenditure at the time the Council commits itself to the retirement. As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required at intervals not exceeding four years. The actuary reviews the most recent actuarial valuation at the Statement of Financial Position date and updates it to reflect current conditions. The 2012 valuation for the HSC Pension scheme will be used in the 2014/15 accounts.

## **1.20 Reserves**

### **Statement of Comprehensive Net Expenditure Reserve**

Accumulated surpluses are accounted for in the Statement of Comprehensive Net Expenditure Reserve.

### **Revaluation Reserve**

The Revaluation Reserve reflects the unrealised balance of cumulative indexation and revaluation adjustments to assets other than donated assets.

## **1.21 Value Added Tax**

Where output VAT is charged or input VAT is recoverable, the amounts are stated net of VAT. Irrecoverable VAT is charged to the relevant expenditure category or included in the capitalised purchase cost of fixed assets.

## **1.22 Third party assets**

The Council did not hold any third party assets at either 31 March 2015 or the year ended 31 March 2014.

## **1.23 Government Grants**

The Council did not receive any Government Grants in either the year ended 31 March 2015 or year ended 31 March 2014.

## **1.24 Losses and Special Payments**

Losses and special payments are items that the Assembly would not have contemplated when it agreed funds for the health service or passed legislation. By their nature they are items that ideally should not arise. They are therefore subject to special control procedures compared with the generality of payments. They are divided into different categories, which govern the way that individual cases are handled.

Losses and special payments are charged to the relevant functional headings in expenditure on an accruals basis, including losses which would have been made good through insurance cover had HSC bodies not been bearing their own risks (with insurance premiums then being included as normal revenue expenditure). However, the note on losses and special payments is compiled directly from the losses and compensations register which reports amounts on an accruals basis with the exception of provisions for future losses.

### 1.25 Accounting Standards that have been issued but have not yet been adopted

Under IAS 8 there is a requirement to disclose those standards issued but not yet adopted.

The IASB have issued new and amended standards (IFRS 10, IFRS 11 & IFRS 12) that affect the consolidation and reporting of subsidiaries, associates and joint ventures. These standards have an effective date of 1 January 2013, and EU adoption is due from 1 January 2014.

Accounting boundary IFRS' are currently adapted in the FReM so that the Westminster departmental accounting boundary is based on Office of National Statistics (ONS) control criteria, as designated by Treasury. A review of the NI financial process is currently under discussion with the Executive, which will bring NI departments under the same adaptation. Should this go ahead, the impact on DHSSPS and its arms length bodies is expected to focus around the disclosure requirements under IFRS 12 'Disclosure of Interest in other Entities.'

The impact on the consolidation boundary of NDPB's and trading funds will be subject to review, in particular, where control could be determined to exist due to exposure to variable returns (IFRS 10), and where joint arrangements need reassessing.

Management consider that any other new accounting policies issued but not yet adopted are unlikely to have a significant impact on the accounts in the period of the initial application.

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015.**

**ANALYSIS OF NET EXPENDITURE BY SEGMENT**

**Note 2**

The core business and strategic direction of the Northern Ireland Social Care Council is to protect the public through the registration and regulation of the social care workforce and to regulate the training for social workers.

The Council Board acts as the Chief Operating Decision Maker and receives financial information on the Council as a whole and makes decisions on this basis. Hence, it is appropriate that the Council reports on a single operational segment basis.

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 3 STAFF NUMBERS AND RELATED COSTS**

**3.1 Staff Costs**

Staff costs comprise	2015			2014
	Permanently employed staff £	Others £	Total £	Total £
Wages & Salaries	1,671,869	57,950	1,729,819	1,660,060
Social security costs	126,151	-	126,151	121,251
Other pension costs	180,014	-	180,014	180,156
<b>Sub total</b>	<b>1,978,034</b>	<b>57,950</b>	<b>2,035,984</b>	<b>1,961,467</b>
Capitalised staff costs	-	-	-	-
<b>Total staff costs reported in Statement of Comprehensive Expenditure</b>	<b>1,978,034</b>	<b>57,950</b>	<b>2,035,984</b>	<b>1,961,467</b>
Less recoveries in respect of outward secondments			(83,069)	(33,836)
<b>Total net costs</b>			<b>1,952,915</b>	<b>1,927,631</b>

Staff costs exclude £Nil charged to capital projects during the year (2014 £Nil).

The NISCC participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the HSC and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The NISCC is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis.

As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required at intervals not exceeding four years. The actuary reviews the most recent actuarial valuation at the Statement of Financial Position date and updates it to reflect current conditions. A full valuation for Resource Accounts purposes as at 31 March 2012 was completed in 2014 and will be used in the 2014/15 accounts.

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 3 STAFF NUMBERS AND RELATED COSTS**

**3.2 Average number of person employed**

The average number of whole time equivalent persons employed during the year was as follows;

	2015		2014	
	Permanently employed staff No.	Others No.	Total No.	Total No.
Medical and dental	-	-	-	-
Nursing and Midwifery	-	-	-	-
Professions Allied to medicine	-	-	-	-
Ancillaries	-	-	-	-
Administrative and clerical	48	-	48	45
Professional & technical Works	-	-	-	-
Other Professional and technical	-	-	-	-
Social Services	7	-	7	8
Other	4	-	4	4
<b>Total average number of persons employed</b>	<b>59</b>	<b>-</b>	<b>59</b>	<b>57</b>
Less average staff number relating to capitalised staff costs	-	-	-	-
Less average staff number in respect of outward secondments	(2)	-	(2)	(1)
<b>Total net average number of persons employed</b>	<b>57</b>	<b>-</b>	<b>57</b>	<b>56</b>

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015  
NOTE 3 STAFF NUMBERS AND RELATED COSTS**

**3.3 Senior Employees Remuneration**

Refer to Remuneration Report contained within the Annual Report section on page 44.

**3.4 Reporting of early retirement and other compensation scheme – exit packages**

During 2014/15 and 2013/14 the Council had no early retirements or other compensation schemes.

**3.5 Staff Benefits**

Refer to Remuneration Report contained within the Annual Report section on page 44.

**3.6 Retirements due to ill-health**

During 2014/15 or 2013/14 the Council had no retirements due to ill-health.



**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 4 OPERATING EXPENSES**

**Operating Expenses are as follows:-**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Purchase of care from non-HPSS bodies	-	-
Revenue grants to voluntary organisations	573,419	539,293
Capital grants to voluntary organisations	-	-
Personal social services	-	-
Recharges from other HSC organisations	-	1,618
Supplies and services – Clinical	-	-
Supplies and services – General	22,003	15,936
Establishment	527,638	610,596
Transport	-	-
Premises	434,538	394,757
Bad debts	-	-
Rentals under operating leases	-	-
Rentals under finance leases	-	-
Finance cost of finance leases	-	-
Interest charges	-	-
PFI and other service concession arrangements service charges	-	-
Miscellaneous expenditure	21,303	25,369
Clinical negligence - other expenditure	-	-
BSO services	161,011	145,829
Training	-	-
Professional Fees	-	-
<b>Non cash items</b>		
Depreciation	23,006	19,494
Amortisation	62,769	65,350
Impairments	-	-
(Profit) on disposal of property, plant & equipment (excluding profit on land)	-	-
(Profit) on disposal of intangibles	-	-
Loss on disposal of property, plant & equipment (including land)	123	-
Loss on disposal of intangibles	-	-
Provisions provided for in year	-	-
Cost of borrowing of provisions (unwinding of discount on provisions)	-	-
Auditors remuneration	9,100	8,800
<b>Total</b>	<b>1,834,910</b>	<b>1,827,042</b>

During the year the Council purchased non audit services to the value of £1,232 from its external auditor (NIAO), (2014: £nil).

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 5 INCOME**

**5.1 Income from Activities**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
GB/Republic of Ireland Health Authorities	-	-
HSC Trusts	-	-
Non-HSC:- Private patients	-	-
Non-HSC:- Other	-	-
Clients contributions	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

**5.2 Other Operating Income**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Other income from non-patient services	655,302	621,905
Seconded staff	83,069	33,836
Charitable and other contributions to expenditure	-	-
Donations/ Government grant/ Lottery funding for non current assets	-	-
Profit on disposal of land	-	-
Interest receivable	-	-
<b>Total</b>	<b>738,371</b>	<b>655,741</b>

**5.3 Deferred Income**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Income released from conditional grants	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

**TOTAL INCOME**

<b>738,371</b>	<b>655,741</b>
----------------	----------------

**NOTE 6.1 Property, plant & equipment - year ended 31 March 2015**

Land	Buildings (excluding dwellings)		Dwellings		Assets under Construction		Plant and Machinery (Equipment)		Transport Equipment		Information Technology (IT)		Furniture and Fittings		Total	
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>Cost or Valuation</b>																
At 1 April 2014	-	24,706	-	-	-	-	30,472	-	-	-	266,149	-	-	-	-	321,327
Indexation	-	2,076	-	-	-	-	-	-	-	-	-	-	-	-	-	2,076
Additions	-	-	-	-	-	-	-	-	-	-	10,499	-	-	-	-	10,499
Donations / Government grant / Lottery funding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposals	-	(26,782)	-	-	-	-	(10,066)	-	-	-	(124,292)	-	-	-	-	(161,140)
<b>At 31 March 2015</b>	-	-	-	-	-	-	<b>20,406</b>	-	-	-	<b>152,356</b>	-	-	-	-	<b>172,762</b>

<b>Depreciation</b>																
At 1 April 2014	-	24,706	-	-	-	-	30,471	-	-	-	191,754	-	-	-	-	246,931
Indexation	-	2,076	-	-	-	-	-	-	-	-	-	-	-	-	-	2,076
Reclassifications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposals	-	(26,782)	-	-	-	-	(10,066)	-	-	-	(124,169)	-	-	-	-	(161,017)
Provided during the year	-	-	-	-	-	-	1	-	-	-	23,005	-	-	-	-	23,006
<b>At 31 March 2015</b>	-	-	-	-	-	-	<b>20,406</b>	-	-	-	<b>90,590</b>	-	-	-	-	<b>110,996</b>

**NOTE 6.1 Property, plant & equipment - year ended 31 March 2015**

	Land		Buildings (excluding dwellings)		Dwellings		Assets under Construction		Plant and Machinery (Equipment)		Transport Equipment		Information Technology (IT)		Furniture and Fittings		Total		
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
<b>Carrying Amount</b>																			
At 31 March 2015	-	-	-	-	-	-	-	-	-	-	-	-	61,766	-	-	-	-	61,766	
At 31 March 2014	-	-	-	-	-	-	-	-	1	-	-	-	74,395	-	-	-	-	74,395	
<b>Asset financing</b>																			
Owned	-	-	-	-	-	-	-	-	-	-	-	-	61,766	-	-	-	-	61,766	
Finance leased	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Carrying Amount</b>																			
At 31 March 2015	-	-	-	-	-	-	-	-	-	-	-	-	61,766	-	-	-	-	61,766	

Any fall in value through negative indexation or revaluation is shown as impairment.

The total amount of depreciation charged in the Statement of Comprehensive Net Expenditure in respect of assets held under finance leases and hire purchase contracts is £nil (2014: £nil).

The fair value of assets funded from Donations / Government grant / Lottery funding during the year was £nil (2014: £nil).

**NOTE 6.2 Property, plant & equipment - year ended 31 March 2014**

Land	Buildings (excluding dwellings)		Dwellings		Assets under Construction		Plant and Machinery (Equipment)		Transport Equipment		Information Technology (IT)		Furniture and Fittings		Total	
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>Cost or Valuation</b>																
At 1 April 2013	-	22,734	-	-	-	30,397	-	-	-	241,411	-	-	-	-	294,542	
Indexation	-	1,972	-	-	-	75	-	-	-	-	-	-	-	-	2,047	
Additions	-	-	-	-	-	-	-	-	-	-	28,214	-	-	-	28,214	
Donations / Government grant / Lottery funding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Reclassifications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Impairment charged to SoCNE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Disposals	-	-	-	-	-	-	-	-	-	(3,476)	-	-	-	-	(3,476)	
At 31 March 2014	-	24,706	-	-	-	30,472	-	-	-	266,149	-	-	-	-	321,327	

	Land		Buildings (excluding dwellings)		Dwellings		Assets under Construction		Plant and Machinery (Equipment)		Transport Equipment		Information Technology (IT)		Furniture and Fittings		Total		
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
<b>Depreciation</b>																			
At 1 April 2013	-	22,734	-	-	-	-	-	-	27,696	-	-	-	178,436	-	-	-	-	228,866	
Indexation	-	1,972	-	-	-	-	-	75	-	-	-	-	-	-	-	-	-	2,047	
Reclassifications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Disposals	-	-	-	-	-	-	-	-	-	-	-	-	(3,476)	-	-	-	-	(3,476)	
Provided during the year	-	-	-	-	-	-	-	-	2,700	-	-	-	16,794	-	-	-	-	19,494	
At 31 March 2014	-	24,706	-	-	-	-	-	-	30,471	-	-	-	191,754	-	-	-	-	246,931	

**NOTE 6.2 Property, plant & equipment - year ended 31 March 2014**

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total
£	£	£	£	£	£	£	£	£	£
<b>Carrying Amount</b>									
At 31 March 2014	-	-	-	-	1	-	74,395	-	74,396
At 1 April 2013	-	-	-	-	2,701	-	62,975	-	65,676
<b>Asset financing</b>									
Owned	-	-	-	-	1	-	74,395	-	74,396
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangement contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b>									
At 31 March 2014	-	-	-	-	1	-	74,395	-	74,396
<b>Asset financing</b>									
Owned	-	-	-	-	2,701	-	62,975	-	65,676
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangement contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b>									
At 1 April 2013	-	-	-	-	2,701	-	62,975	-	65,676

**NORTHERN IRELAND SOCIAL CARE COUNCIL**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 7.1 INTANGIBLE ASSETS - year ended 31 March 2015**

<b>Cost or Valuation</b>	<b>Software licenses £</b>	<b>Software £</b>	<b>Total £</b>
At 1 April 2014	50,072	397,055	447,127
Indexation	-	-	-
Additions	5,681	109,202	114,883
Donations / Government grant / Lottery funding	-	-	-
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	(7,994)	-	(7,994)
At 31 March 2015	<b>47,759</b>	<b>506,257</b>	<b>554,016</b>
<b>Amortisation</b>			
At 1 April 2014	21,733	98,118	119,851
Indexation	-	-	-
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	(7,994)	-	(7,994)
Provided during the year	6,047	56,722	62,769
At 31 March 2015	<b>19,786</b>	<b>154,840</b>	<b>174,626</b>
<b>Carrying Amount:</b>			
At 31 March 2015	<b>27,973</b>	<b>351,417</b>	<b>379,390</b>
At 31 March 2014	<b>28,339</b>	<b>298,937</b>	<b>327,276</b>
<b>Asset financing</b>			
Owned	27,973	351,417	379,390
Finance Leased	-	-	-
On B/S (SOFP) PFI and other service concession arrangements contracts	-	-	-
<b>Carrying Amount:</b>			
At 31 March 2015	<b>27,973</b>	<b>351,417</b>	<b>379,390</b>

Any fall in value through negative indexation or revaluation is shown as impairment. The fair value of assets funded from Donations / Government grant, Lottery funding during the year was £nil (2014: £nil).



**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 7.2 INTANGIBLE ASSETS - year ended 31 March 2014**

<b>Cost or Valuation</b>	<b>Software licenses £</b>	<b>Software £</b>	<b>Total £</b>
At 1 April 2013	52,582	422,173	474,755
Indexation	(2,510)	(25,118)	(27,628)
Additions	-	-	-
Donations / Government grant / Lottery funding	-	-	-
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	-	-	-
At 31 March 2014	<b>50,072</b>	<b>397,055</b>	<b>447,127</b>
<b>Amortisation</b>			
At 1 April 2013	16,423	44,015	60,438
Indexation	(627)	(5,310)	(5,937)
Reclassifications	-	-	-
Transfers	-	-	-
Revaluation	-	-	-
Impairment charged to SoCNE	-	-	-
Impairment charged to the revaluation reserve	-	-	-
Disposals	-	-	-
Provided during the year	5,937	59,413	65,350
At 31 March 2014	<b>21,733</b>	<b>98,118</b>	<b>119,851</b>
<b>Carrying Amount:</b>			
At 31 March 2014	<b>28,339</b>	<b>298,937</b>	<b>327,276</b>
At 1 April 2013	<b>36,159</b>	<b>378,158</b>	<b>414,317</b>
<b>Asset financing</b>			
Owned	28,339	298,937	327,276
Finance leased	-	-	-
On B/S (SOFP) PFI and other service concession arrangements contracts	-	-	-
<b>Carrying Amount:</b>			
At 31 March 2014	<b>28,339</b>	<b>298,937</b>	<b>327,276</b>
<b>Asset financing</b>			
Owned	36,159	378,158	414,317
Finance leased	-	-	-
On B/S (SOFP) PFI and other service concession arrangements contracts	-	-	-
<b>Carrying Amount:</b>			
At 1 April 2013	<b>36,159</b>	<b>378,158</b>	<b>414,317</b>

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 8 FINANCIAL INSTRUMENTS**

The Council had no financial instruments at either 31 March 2015 or at 31 March 2014.

**NOTE 9 ASSETS CLASSIFIED AS HELD FOR SALE**

The Council did not hold any assets classified as held for sale in 2014/15 or 2013/14.

**NOTE 10 IMPAIRMENTS**

The Council had no impairments in either 2014/15 or 2013/14.

**NOTE 11 INVENTORIES**

The Council did not hold any goods for resale at either 31 March 2015 or at 31 March 2014.

**NORTHERN IRELAND SOCIAL CARE COUNCIL**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**  
**NOTE 12 TRADE RECEIVABLES AND OTHER CURRENT ASSETS**

**Note 12.1 Trade receivables and other current assets**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year</b>		
Trade receivables	80,588	118,943
Deposits and advances	-	-
VAT receivable	-	-
Other receivables – not relating to fixed assets	-	-
Other receivables – relating to property, plant and equipment	-	-
Other receivables – relating to intangibles	-	-
<b>Trade and other receivables</b>	<u>80,588</u>	<u>118,943</u>
Prepayments and accrued income	28,156	19,254
Current part of PFI and other service concession arrangements prepayment	-	-
<b>Other current assets</b>	<u>28,156</u>	<u>19,254</u>
<b>Amounts falling due after more than one year</b>		
Trade receivables	-	-
Deposits and advances	-	-
Other receivables	-	-
<b>Trade and other receivables</b>	<u>-</u>	<u>-</u>
Prepayments and accrued income	-	-
<b>Other current assets falling due after more than one year</b>	<u>-</u>	<u>-</u>
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>	<u>80,588</u>	<u>118,943</u>
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>28,156</u>	<u>19,254</u>
<b>TOTAL RECEIVABLES AND OTHER CURRENT ASSETS</b>	<u>108,744</u>	<u>138,197</u>

The Council had no bad debts at either 31 March 2015 or at 31 March 2014.

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015  
NOTE 12 TRADE RECEIVABLES AND OTHER CURRENT ASSETS**

**12.2 Trade receivables and other current assets: Intra-Government balances**

	Amounts falling due within 1 year 2014/15	Amounts falling due within 1 year 2013/14	Amounts fall- ing due after more than 1 year 2014/15	Amounts falling due after more than 1 year 2013/14
	£	£	£	£
Balances with other central government bodies	58,680	34,156	-	-
Balances with local authorities	-	760	-	-
Balances with NHS /HSC Trusts	-	-	-	-
Balances with public corporations and trading funds	-	-	-	-
<b>Intra-Government Balances</b>	<b>58,680</b>	<b>34,916</b>	<b>-</b>	<b>-</b>
Balances with bodies external to government	50,064	103,281	-	-
<b>Total Receivables and other current assets at 31 March</b>	<b>108,744</b>	<b>138,197</b>	<b>-</b>	<b>-</b>

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
 NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015  
 NOTE 13 CASH AND CASH EQUIVALENTS**

	<b>2015</b> £	<b>2014</b> £
Balance at 1st April	179,292	170,461
Net change in cash and cash equivalents	(145,697)	8,831
<b>Balance at 31st March</b>	<b>33,595</b>	<b>179,292</b>

**The following balances at 31 March were held at**

	<b>2015</b> £	<b>2014</b> £
Commercial banks and cash in hand	33,595	179,292
<b>Balance at 31st March</b>	<b>33,595</b>	<b>179,292</b>

The bank account is operated by Business Services Organisation (BSO) on behalf of NISCC. The account is in the legal name of the BSO.

**NORTHERN IRELAND SOCIAL CARE COUNCIL**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**  
**NOTE 14 TRADE PAYABLES AND OTHER CURRENT LIABILITIES**

**Note 14.1 Trade payables and other current liabilities**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year</b>		
Other taxation and social security	49,611	58,312
VAT payable	-	-
Bank overdraft	-	-
Trade capital payables – property, plant and equipment	-	-
Trade capital payables – intangibles	-	-
Trade revenue payables	60,687	137,649
Payroll payables	-	-
BSO Payables	52,767	52,821
Other payables	22,169	21,226
Accruals and deferred income	370,567	115,867
Accruals and deferred income – relating to property, plant and equipment	6,845	28,214
Accruals and deferred income – relating to intangibles	70,200	-
<b>Trade and other payables</b>	<b>632,846</b>	<b>414,089</b>
Current part of finance leases	-	-
Current part of long term loans	-	-
Current part of imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements contracts	-	-
<b>Other current liabilities</b>	<b>-</b>	<b>-</b>
<b>Total payables falling due within one year</b>	<b>632,846</b>	<b>414,089</b>
<b>Amounts falling due after more than one year</b>		
Other payables, accruals and deferred income	-	-
Trade and other payables	-	-
Finance leases	-	-
Imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements contracts	-	-
Long term loans	-	-
<b>Total non current other payables</b>	<b>-</b>	<b>-</b>
<b>TOTAL TRADE PAYABLES AND OTHER CURRENT LIABILITIES</b>	<b>632,846</b>	<b>414,089</b>

NORTHERN IRELAND SOCIAL CARE COUNCIL  
 NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015  
 NOTE 14 TRADE PAYABLES AND OTHER CURRENT LIABILITIES

14.2 Trade payables and other current liabilities - Intra-government balances

	Amounts falling due within 1 year 2014/15	Amounts falling due within 1 year 2013/14	Amounts falling due after more than 1 year 2014/15	Amounts falling due after more than 1 year 2012/13
	£	£	£	£
Balances with other central government bodies	169,421	59,192	-	-
Balances with local authorities	-	-	-	-
Balances with NHS /HSC Trusts	135	52,821	-	-
Balances with public corporations and trading funds	-	-	-	-
<b>Intra-Government Balances</b>	169,556	112,013	-	-
Balances with bodies external to government	463,290	302,076	-	-
<b>Total Payables and other liabilities at 31 March</b>	632,846	414,089	-	-

**NORTHERN IRELAND SOCIAL CARE COUNCIL**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**  
**NOTE 14 TRADE PAYABLES AND OTHER CURRENT LIABILITIES**

**14.3. Loans**

The Council did not have any loans payable at either 31 March 2015 or at 31 March 2014.

**NOTE 15 PROMPT PAYMENT POLICY**

**15.1 Public Sector Payment Policy - Measure of Compliance**

The Department requires that NISCC pay their non HSC trade creditors in accordance with applicable terms and appropriate Government Accounting guidance. The NISCC's payment policy is consistent with applicable terms and appropriate Government Accounting guidance and its measure of compliance is:

	<b>2015</b>	<b>2015</b>	<b>2014</b>	<b>2014</b>
	<b>Number</b>	<b>Value</b>	<b>Number</b>	<b>Value</b>
		<b>£</b>		<b>£</b>
Total bills paid	722	974,832	841	1,199,045
Total bills paid within 30 day target	630	712,355	752	1,082,101
% of bills paid within 30 day target	<b>87.3%</b>	<b>73.1%</b>	<b>89.4%</b>	<b>90.2%</b>
Total bills paid	722	974,832	841	1,199,045
Total bills paid within 10 day target	441	467,710	586	860,720
% of bills paid within 10 day target	<b>61.1%</b>	<b>48.0%</b>	<b>69.7%</b>	<b>71.8%</b>

**15.2 The Late Payment of Commercial Debts Regulations 2002**

The amount included within Interest Payable arising from claims made by small businesses under this legislation are as follows :

	<b>£000s</b>
<b>Total</b>	<u>-</u>



**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 16 PROVISIONS FOR LIABILITIES AND CHARGES**

The Council had no provisions for liabilities and charges at either 31 March 2015 or at 31 March 2014.

**NOTE 17 CAPITAL COMMITMENTS**

	2015 £	2014 £
Contracted capital commitments at 31 March not otherwise included in these financial statements		
Property, plant & equipment	-	-
Intangible assets	-	-
	<hr/>	<hr/>
	<hr/>	<hr/>

**NOTE 18 COMMITMENTS UNDER LEASES**

**18.1 Operating Leases**

Total future minimum lease payments under operating leases are given in the table below for each of the following periods.

**Obligations under operating leases comprise**

	2015 £	2014 £
<b>Land</b>		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	<hr/>	<hr/>
	<hr/>	<hr/>
<b>Buildings</b>		
Not later than 1 year	173,316	173,316
Later than 1 year and not later than 5 years	72,215	245,531
Later than 5 years	-	-
	<hr/>	<hr/>
	<b>245,531</b>	<b>418,847</b>
	<hr/>	<hr/>
	<hr/>	<hr/>
<b>Other</b>		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	<hr/>	<hr/>
	<hr/>	<hr/>

**18.2 Finance Leases**

The Council had no Finance leases at either 31 March 2015 or at 31 March 2014.

**18.3 Operating Leases: Commitments under Lessor Agreements**

The Council had not issued any operating leases at either 31 March 2015 or at 31 March 2014.

## **NORTHERN IRELAND SOCIAL CARE COUNCIL NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

### **NOTE 19 COMMITMENTS UNDER PFI AND OTHER SERVICE CONCESSION ARRANGEMENT CONTRACTS**

The Council did not have any financial commitments under PFI Schemes at either 31 March 2015 or at 31 March 2014.

### **NOTE 20 OTHER FINANCIAL COMMITMENTS**

The Council did not have any other financial commitments at either 31 March 2015 or at 31 March 2014.

### **NOTE 21 FINANCIAL GUARANTEES, INDEMNITIES AND LETTERS OF COMFORT**

The Council did not have any financial instruments at either 31 March 2015 or at 31 March 2014.

### **NOTE 22 CONTINGENT LIABILITIES**

The Council did not have any contingent liabilities at either 31 March 2015 or at 31 March 2014.

### **NOTE 23 RELATED PARTY TRANSACTIONS**

NISCC is an arms length body of the Department of Health, Social Services and Public Safety and as such the Department is a related party with which the Council has had various material transactions during the year.

In addition there were material transactions throughout the year with the Business Service Organisation who are a related party by virtue of being an arms length body with the Department of Health, Social Services and Public Safety.

During the year, none of the Board members, members of the key management staff or other related parties has undertaken any material transactions with the Council.

### **NOTE 24 THIRD PARTY ASSETS**

The Council held no third party assets at either 31 March 2015 or at 31 March 2014.

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 25 FINANCIAL PERFORMANCE TARGETS**

**25.1 Revenue Resource Limit**

The Council is given a Revenue Resource Limit (RRL) which it is not permitted to overspend.

The Revenue Resource Limit (RRL) for the Council is calculated as follows:

	<b>2015 Total £</b>	<b>2014 Total £</b>
HSCB	6,000	-
PHA	-	-
SUMDE & NIMDTA	-	-
DHSSPS (excludes non cash)	3,033,654	3,040,105
Other Government Departments	-	-
Non cash RRL (from DHSSPS)	<u>94,998</u>	<u>93,644</u>
<b>Total agreed RRL</b>	<b>3,134,652</b>	<b>3,133,749</b>
Adjustment for Income received re Donations/Government grant/Lottery funding for non current assets	-	-
<b>Total Revenue Resource Limit to Statement of Comprehensive Net Expenditure</b>	<b><u>3,134,652</u></b>	<b><u>3,133,749</u></b>

**25.2 Capital Resource Limit**

The Council is given a Capital Resource Limit (CRL) which it is not permitted to overspend.

	<b>2015 Total £</b>	<b>2014 Total £</b>
Gross Capital Expenditure	125,382	28,214
(Receipts from sales of fixed assets)	-	-
Net capital expenditure	<u>125,382</u>	<u>28,214</u>
Capital Resource Limit	<u>125,876</u>	<u>28,250</u>
<b>Overspend/(Underspend) against CRL</b>	<b><u>(494)</u></b>	<b><u>(36)</u></b>

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 25 FINANCIAL PERFORMANCE TARGETS**

**25.3 Financial Performance Targets**

The Council is required to ensure that it breaks even on an annual basis by containing its net expenditure within +/-0.25% of RRL limits or £20,000, whichever is greater.

The Revenue Resource Limit (RRL) for the Council is calculated as follows:

	<b>2014/15</b> £	<b>2013/14</b> £
Net Expenditure	(3,132,523)	(3,132,768)
RRL	3,134,652	3,133,749
Surplus/(Deficit) against RRL	2,129	981
Break Even cumulative position (opening)	102,234	101,253
Break Even cumulative position (closing)	<u>104,363</u>	<u>102,234</u>

**Materiality Test:**

	<b>2014/15</b> %	<b>2013/14</b> %
Break Even in year position as % of RRL	<u>0.07%</u>	<u>0.03%</u>
Break Even cumulative position as % of RRL	<u>3.33%</u>	<u>3.26%</u>

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 26 LOSSES AND SPECIAL PAYMENTS**

Type of loss and special payment	2014/15 Number of Cases	£	2013/14 £
<b>Cash Loses</b>	-		-
Cash Losses - Theft, fraud etc	-		-
Cash Losses - Overpayments of salaries, wages and allowances	-		-
Cash Losses – Other Causes	-		-
<b>Claims Abandoned</b>	-		-
Waived or abandoned claims	-		-
<b>Administrative write-offs</b>	-		-
Bad Debts	-		-
Other	-		-
<b>Fruitless payments</b>	-		-
Late Payment of Commercial Debt	-		-
Other fruitless payments and constructive losses	-		-
<b>Stores losses</b>	-		-
Losses of accountable stores through any deliberate act	-		-
Other stores losses			
<b>Special Payments</b>	-		-
Compensation Payments	-		-
- Clinical Negligence	-		-
- Public Liability	-		-
- Employers Liability	-		-
- Other	-		-
- Ex-Gratia payments	-		-
- Extra contractual	-		-
- Special severance payments	-		-
<b>TOTAL</b>	-		-

**NORTHERN IRELAND SOCIAL CARE COUNCIL  
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 26 LOSSES AND SPECIAL PAYMENTS**

**26.1 Special Payments**

There were no other special payments or gifts made during the year.

**26.2 Other Payments**

There were no other payments made during the year

**26.3 Losses and Special Payments over £250,000**

There were no losses or special payments over £250,000 during the year.

**NOTE 27 POST BALANCE SHEET EVENTS**

There are no post balance events having a material effect on the accounts.

**DATE AUTHORISED FOR ISSUE**

The Accounting Officer authorised these financial statements for issue on 1 July 2015.

# Appendix 1:

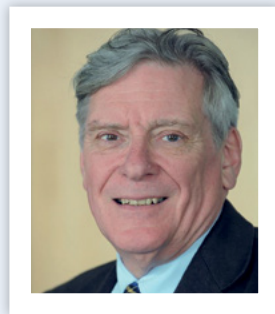
## Council Members during 2014-15



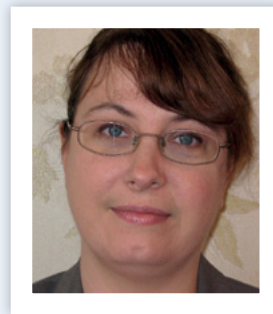
Chair, James Perry



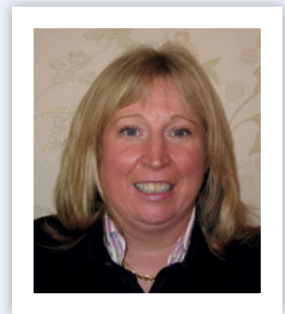
Joe Blake



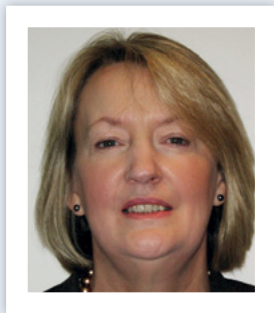
Neil Bodger



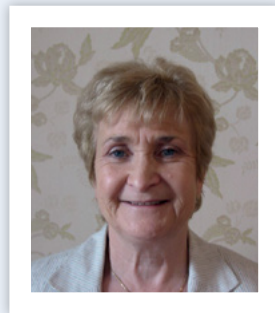
Geraldine Campbell



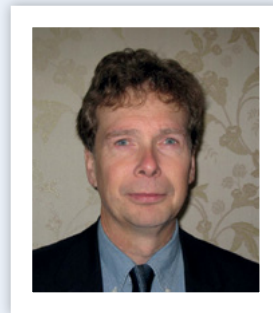
Julie Erskine



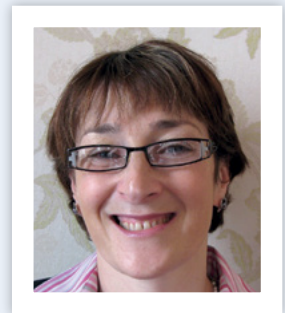
Ruth Lavery



Marie McMahon



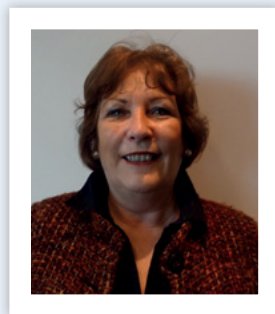
Trevor Spratt



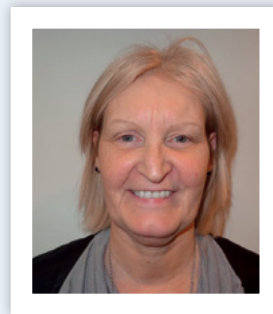
Miriam Karp  
(Until 30 Sept 2014)



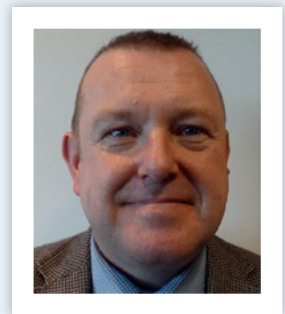
Brenda Maitland  
(Appointed 1 Oct 2014)



Catherine McPhillips  
(Appointed 3 Nov 2014)

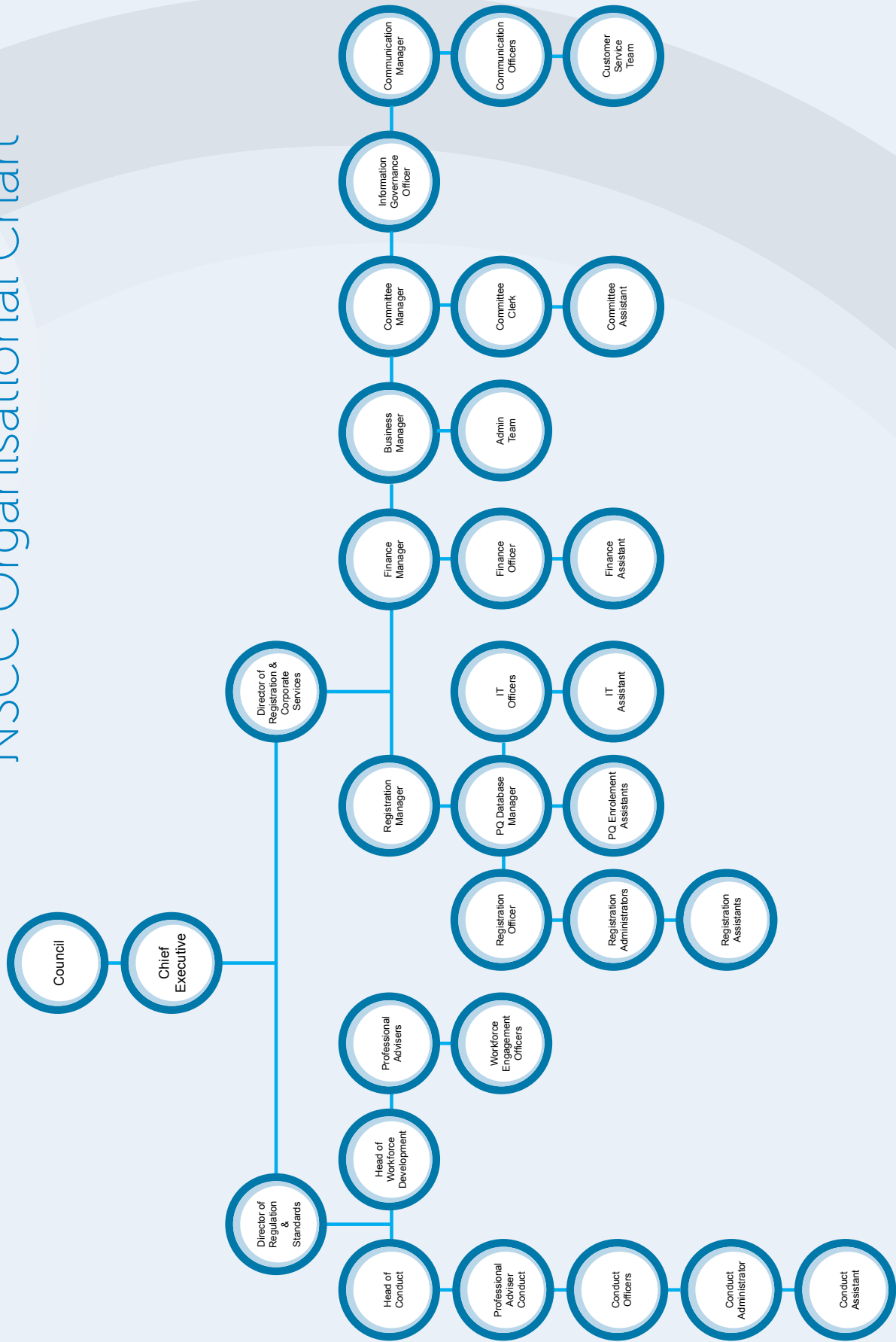


Anne O'Reilly  
(Appointed 1 Dec 2014)



Lee Wilson  
(Appointed 1 Sept 2014)

# Appendix 2: NSCC Organisational Chart





## Appendix 3:

# Glossary of Terms & Abbreviations

AYE	Assessed Year in Employment (for newly qualified social workers)
BSO	Business Services Organisation
CETV	Cash Equivalent Transfer Values
DHSSPS (NI)	Department of Health, Social Services and Public Safety (Northern Ireland)
FPL	Finance, Procurement and Logistics (system)
FReM	Financial Reporting Manual
HRPTS	Human Resources, Payroll and Travel & Subsistence (system)
HSC	Health and Social Care
HSCT	Health and Social Care Trust
IIP	Investors in People
KSF	Knowledge and Skills Framework
MSFM	Management Statement and Financial Memorandum
NDPB	Non-Departmental Public Body
NISCC	Northern Ireland Social Care Council
NOS	National Occupational Standards
PIP	Professional In Practice (PiP)
PQ	Post Qualifying (social work education and training)
PRTL	Post Registration Training and Learning
QCF	Qualification and Credit Framework
RQIA	Regulation and Quality Improvement Authority
SCIE	Social Care Institute for Excellence
SfCD	Skills for Care and Development
SOCRATES	Social Online Care Registration and Training Education System
STA	Single Tender Action



# Notes

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....







Northern Ireland Social Care Council  
7th Floor, Millennium House  
19-25 Great Victoria Street  
BELFAST  
BT2 7AQ

Tel: 028 9536 2600  
Website: [www.niscc.info](http://www.niscc.info)  
Email: [info@niscc.hscni.net](mailto:info@niscc.hscni.net)

© NISCC copyright 2015

ISBN: 978-0-9933939-0-7

