



**northern
ireland** social care council

Northern Ireland Social Care Council

**Making a Difference through
Regulation and Training**

The Annual Report and Accounts of the
Northern Ireland Social Care Council
April 2008 – March 2009

07 July 2009

Our Mission

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

- | | |
|--------------------|---|
| Confidence | <ul style="list-style-type: none">• Registrants are safe and competent to practice• systems of regulation are effective to protect the public from any risk |
| Competence | <ul style="list-style-type: none">• training is fit for purpose• training is evidence-based• knowledge and skills are continually improved through life-long learning |
| Credibility | <ul style="list-style-type: none">• 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 |

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07 July 2009

**The Northern Ireland Social Care Council Accounts
for the Year ended 31 March 2009**

Laid before the Northern Ireland Assembly
Under Paragraph 12(4) of Schedule 1 to the Health and Personal Social Services Act
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27 July 2009

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Glossary of Terms and Abbreviations

AfC	Agenda for Change
AYE	Assessed Year in Employment
CETV	Cash Equivalent Transfer Value
CIPD	Chartered Institute for Personnel and Development
CSA	Central Services Agency
DHSSPS (NI)	Department of Health, Social Services & Public Safety (Northern Ireland)
HPSS	Health and Personal Social Services
HSC	Health and Social Care
HSS	Health and Social Services
liP	Investors in People
KSF	Knowledge and Skills Framework
NIPQETP	Northern Ireland Post Qualifying Education & Training Partnership
NIO	Northern Ireland Office
NISCC	Northern Ireland Social Care Council
PPI	Public and Personal Involvement
PQ	Post Qualifying
PQ1	Post Qualifying, Stage 1 (Consolidation)
PQSW	Post Qualifying in Social Work (Award)
PSS	Personal Social Services
RQIA	Regulation and Quality Improvement Authority
SCIE	Social Care Institute for Excellence
SfCD	Skills for Care and Development
SMT	Senior Management Team
SSC	Sector Skills Council
UK	United Kingdom

A View from the Chair



This Annual Report records the seventh year of the Northern Ireland Social Care Council's work covering the period April 2008 to March 2009, a period when the systems of health and social care in Northern Ireland were undergoing major change.

The document records significant progress by Council in terms of the regulation and registration of social care staff, and in the promotion and development of high standards

in their training and practice. This work is critical to ensure that the large and varied social care workforce in Northern Ireland is appropriately prepared to deliver services of the highest quality.

This report records a further significant year of achievement, and the activities and programmes are described in detail within the document. These achievements are only possible through the hard work and commitment of our board members and our exceptional staff, whose contributions make these results happen. I wish to acknowledge the magnificent work put in by our entire team to deliver our programme of work so impressively, and commend this report to you.

A handwritten signature in cursive script that reads "Jeremy Harbison".

Dr Jeremy Harbison CB

Chair

Northern Ireland Social Care Council

Chief Executive's Report



Introduction

I am pleased to be able to report significant progress in all aspects of the work of the Northern Ireland Social Care Council (NISCC). This has been a busy and challenging year, both in terms of taking forward the roll-out of regulation to considerable numbers of social care workers and taking forward developments in education and training.

Registration and Regulation

Increase in Registration

The roll-out of registration to all groups of social care workers continued very successfully. The number of social care workers on the Register at the end of the year was well over 12,000 an increase of almost 50% on the previous year.

Re-Registration of First Priority Groups

In addition to bringing another 4,000 staff on to the register, the NISCC successfully re-registered the first major cohort of the first priority groups, some 3,500 in total, for whom registration became compulsory in June 2005.

Education and Training

Review of the Degree in Social Work

As well as carrying out a thematic review of the teaching of assessment skills by course providers, the NISCC staff also carried out a 5 year review of the Degree in Social Work as provided by University of Ulster/further Education College Collaborative Management Board and Queen's University Belfast Collaborative Partnership at Queen's. This gave a clear overview of the quality of the degree and provided clear evidence of high quality of provision.

Review of Practice Learning Centres

Given the importance of practice learning in the provision of social work education, the NISCC carried out a review of student learning centres. The outcome of this will inform the future of provision and ensure the continuation of high quality practice learning centres in the voluntary sector.

Fitness to Practise Framework

During the course of the year, Council staff began work on the development of a Fitness to Practise Framework, which will link education and training with ongoing re-registration requirements. This has resulted in enhanced requirements for social workers which will take effect in the coming year. The Framework will be extended to other groups of social care workers as registration is rolled out.

Skills for Care and Development (SfCD)

The NISCC remains the Northern Ireland partner of Skills for Care and Development, the UK Sector Skills Council for the Social Care

and Children's Workforce. This provides a robust framework for the development of training and qualifications with our partners in England and the other Devolved Administrations and ensures both consistency and transferability across the United Kingdom.

Qualifications Reform

As part of this work, Northern Ireland is collaborating with its other partners on the Reform of Vocational Qualifications, whereby the National Qualification Framework will be replaced with the Qualification and Credit Framework. This important development will allow the rationalisation of qualifications and provide workers and employers access to a clear, understandable and responsive range of qualifications relevant to a career in social care. Its design will allow participants to build on their qualifications in a flexible and responsive manner.

Public Engagement

The NISCC has always been committed to close engagement with key stakeholders. During the year the NISCC reviewed its arrangements with both service users and registrants.

Participation Groups

As a result, the NISCC reconstituted the Users and Carers Reference Group with a Participation Group, recruited through a process of open application.

Registrants' Committee

Additionally, the NISCC established a Registrants' Committee to facilitate enhanced communication with registrants and a mechanism for ensuring that matters of

concern to registrants are taken into account by Council.

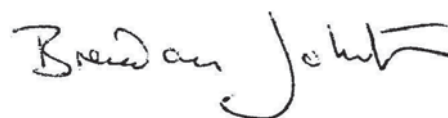
Annual Information Sharing Event

Another important event was the Annual Information Sharing event jointly organised by the NISCC, the Regulation and Quality Improvement Agency (RQIA) and the Social Care Institute for Excellence (SCIE). This annual event allows the three organisations to communicate with service users and to provide important information on developments.

Roles and Task of Social Workers

Consultation Events

Finally, the NISCC was commissioned by DHSSPS to lead a major Review of the Roles and Tasks of Social Workers in Northern Ireland in the 21st Century. This important piece of work builds on work in other countries and will ensure the continued quality and relevance of social work in Northern Ireland into the future. As part of the Review, the NISCC carried out a series of consultation events which generated high quality engagement and debate on the nature of Social Work. The NISCC presented a report on the outcomes of the Review to the DHSSPS in March 2009.



Brendan Johnston
Chief Executive
Northern Ireland Social Care Council

Management Commentary

Introducing NISCC

The NISCC is a Non-Departmental Public Body (NDPB), sponsored by the Department of Health, Social Services and Public Safety (NI) (DHSSPS). Membership of the NISCC currently comprises a Chair and 12 Members. Details of the Council membership can be found on Page 6.

Putting the NISCC in Context

The NISCC was established as part of a UK-wide drive to raise standards in social care. Our role is to raise the quality of social care

practice through workforce education and training; to put in place better safeguards for the protection of people using social care services and to increase public confidence in the workforce. Similar Councils have been established in England, Scotland and Wales.

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.

Our Vision

A founding principle is working in partnership with those who use social care services and those who deliver them, to ensure that staff and employers meet agreed standards of conduct, practice and training. We aim to:

- **Set standards of practice** for social care workers and their employers to promote a safe, reliable and competent service.
- **Register the social care workforce.** A social care worker registered with the Council will be viewed as safe and competent to practise.
- **Promote education and training** for all social care staff.
- **Regulate social work training** to ensure it prepares staff to do the job expected of them.

Council Membership and Committees

Membership reflects three broad groups of interests: lay people (including users of services, carers, independents and professionals), registrants, and stakeholders (employers, unions, education providers, etc). Members have been appointed by the Minister for Health, Social Services and Public Safety under the Public Appointments System for two, three or four year terms of office. Council meetings normally take place once every two months and are open to the public. Members are accountable to the Minister through the Permanent Secretary of the DHSSPS.

Council Membership for 2008/09

Chair: Dr Jeremy Harbison CB

Members

Mr Joe Blake

Mrs Julie Erskine

Ms Miriam Karp

Mrs Gillian McGaughey

Mrs Maire McMahan

Dr Trevor Spratt

Mrs Geraldine Campbell

Mr Glenn Houston

Mrs Ruth Lavery

Mr Brendan McKeever

Mr James Perry

Mrs Eleanor Taggart

Committees for 2008/09

Committee

Business Management Committee

Registration and Regulation of the Workforce Committee

Education and Training Committee

Workforce Development Committee

Audit Committee

Remuneration Committee

Registrants' Committee

Participation Group

Chair

Mrs Julie Erskine

Mrs Gillian McGaughey

Mr Glenn Houston

Mr Glenn Houston

Mr James Perry

Dr Jeremy Harbison

Mr Brian Smyth

Mrs Geraldine Campbell

Each Committee is made up of Council Members (with the exception of the Registrants' Committee), with a named Executive Officer with the responsibility for servicing the Committee. Details of Committee Membership, along with the responsible Executive Officer, can be found at Appendix 1.

What have we achieved?

The 2008/09 Business Plan for the NISCC details six strategic objectives. Progress against each objective is monitored by the Senior Management Team (SMT) and a quarterly review is produced, with accompanying analysis, for presentation at the Business Management Committee and Council.

In summary, during 2008/09, 84% of targets have been achieved. In respect of the remaining 16% not achieved, the determining factors related to resource issues and the lack of compulsion for the roll out of registration. Those targets not achieved have been rolled into the 2009/10 financial year.

Details of our achievements are as follows:

Strategic Objective 1

To ensure public protection through registering the social care workforce and maintaining the social care register

During 2008/09, the NISCC continued to undertake development work to support the roll-out of registration to the social care workforce. An additional 3,191 adult residential care workers were registered during this period, bringing the total registered for this group of staff up to 5,495.

The NISCC also worked with five organisations providing domiciliary care services to put in place systems to support the future registration of the domiciliary care workforce.

1 June 2008 was the first deadline for the three year renewal of registration for social workers and social care workers registered in

2005. The NISCC processed 3,870 applications for renewal of registration.

At 31 March 2009, there were 12,792 registrants on the Social Care Register, which breaks down as follows:

- 4,881 social workers
- 7,122 social care workers
- 789 social work students

Including applications for renewals, the NISCC processed a total of 8,012 applications for registration:

- 330 social workers
- 3,504 social care workers
- 308 social work students
- 3,870 applications for renewal of registration

The NISCC undertook a review of the registration function during 2008/09 and identified the need for additional resources to support the continued roll-out of registration to the social care workforce.

A business case was prepared for and accepted by the DHSSPS. The Minister of Health, Social Services and Public Safety agreed to provide additional funding from 1 April 2009, to support the registration function.

The NISCC is continuing to work towards the development of an online facility for registration. An online facility has been introduced for registrants to inform the NISCC about changes to their registration details. Further work is underway to develop online

application forms and an online fee payment facility.

10,000th Registrant

Autumn 2008 was a significant milestone in the registration of the workforce, when registrations passed the 10,000 mark. Patricia McQuillan, a Care Assistant from Belfast, was the 10,000th Registrant on the NI Social Care Register. Patricia and her manager Stephanie Shannon joined the NISCC to mark this milestone in the journey towards registration of the entire social care workforce.



Strategic Objective 2

To ensure public protection through regulating the social care workforce in accordance with the highest standards of public accountability

Work to regulate the registered social care workforce continued to grow. The NISCC staff were involved in the following activities:

- 35 complaints were received
- 34 Preliminary Proceedings Committees were held, including one hearing for an Interim Suspension Order
- Three Conduct Hearings were held
- Two social care workers were removed from the Register
- One social care worker was suspended from the Register
- A further three cases were referred to a Conduct Hearing to be held early 2009/10
- Six Registration Committees were held
- 44 conduct referrals were responded to concerning social care workers not yet registered.

Conduct staff were very involved in supporting the process for the renewal of registration. They responded to numerous requests from registrants for advice and guidance on the renewal process and, in particular, the requirements for Post Registration Training and Learning (PRTL). For the first time, the NISCC

carried out an audit of PRTL on 2% of registrants applying for renewal. Those registrants randomly selected were required to provide additional detailed information about their training and learning. This information was scrutinised in detail by the conduct team before a decision was taken to grant renewed registration.

Work was undertaken to review the PRTL requirements for social workers and align these with the recommendations contained in the DHSSPS Training and Development Strategy 2006-2016. The NISCC is proposing to strengthen the requirements for social workers who are in their 2nd year of practice, who work in specialist posts and who are in management posts. These new proposals will be consulted upon in May 2009 and implemented later in the year.

The implementation and further development of the OSCAR (on-line social care registration system) conduct functionality continued this year. All conduct cases are recorded within the system, providing a seamless transfer of information between the registration and conduct departments within the NISCC.

Strategic Objective 3

To develop and promote high standards of education and training across the whole social care workforce

The NISCC is a partner in the UK-wide Sector Skills Council, Skills for Care and Development, for the social care, children, early years and young people's workforce in Northern Ireland, with a responsibility to raise the skills levels

within these areas. This work is supported by the NISCC Workforce Development Committee. Within this period there has been a focus on reviewing the role and responsibilities of this committee and the structures needed to implement the UK business objectives and to ensure the needs of the workforce in Northern Ireland are met.

The key policy driver for this work is the DHSSPS Training and Development Strategy 2006-2016, which sets the priorities for the whole PSS Workforce. Work took place to align the sector skills work with the NISCC business objectives and the PSS Training and Development Strategy and to develop an overall action plan.

The following work has been achieved:

- Action plans agreed which set priorities for standards, qualifications and learning
- Principles developed to put in place a Qualification and Credit Framework and to reform current qualifications
- A Sector Qualification Strategy Implementation plan is in place
- The promotion of All Age Apprenticeships resulting in an overall total of 1,352 apprentices in Health and Social Care:

Level 2 –	1,175
Level 3 –	177

and 470 in

Children's Care: Level 2 –	304
Level 3 –	166
- Collaboration with key partners to take forward the NI Early Years and Childcare Strategy

- The Leadership and Management Standards are available on the NISCC website
- Induction standards have been distributed to the sector and are available on the NISCC website
- Social work and social care as a positive career choice is promoted in a pro-active way
- The development of a website to promote careers in care
- data on admissions, enrolment and progression
- Work with Designated Practice Learning Providers to improve statistical data on the quantity and quality of practice learning provision
- The development of Quality Assurance work to improve the annual monitoring of course provision
- An improved contracting system to enable better monitoring of funding linked to the professional specification of work required

Strategic Objective 4

To regulate the delivery of social work education and training at qualifying and post qualifying levels

The NISCC has a statutory duty to regulate social work education and training at qualifying and post qualifying levels. This year in all areas of education and training there has been a clear focus on the need for a good information base, linked to workforce planning and the need to have good tracking systems to ensure training is fit for purpose and prepares students and staff to carry out their responsibilities in the jobs they are in. During this period the NISCC has focused on several major reviews and on improvement work on current systems and processes.

In 2008/09 the NISCC staff were involved in the following activities:

- Work in partnership with Universities and the Degree Partnership to improve

The Periodic Review of the Degree in Social Work

The five yearly review of the Degree in Social Work took place and confirmed that provision is being delivered to a high standard in a number of key areas, the curriculum, service user engagement and the provision of practice learning opportunities. The Degree in Social Work undergraduate route continues to attract a wide range of applicants (29% already hold a degree, 30% have A levels and 32% have either HND/HNC in Access qualifications). There is a low permanent withdrawal rate (7%) and collaborative partnership arrangements remain strong.

A number of recommendations have been made which will form the basis of an action plan to be taken forward next year. The outcome of this review has been well received and is recognised as an opportunity to work with key stakeholders in building on achievements to date.

Practice Learning Centres

A Review of Practice Learning Centres also took place to consider the role, value for money and provision of practice learning in the voluntary sector. This information will be used to consider the best approach to securing good quality practice learning opportunities in the future in the voluntary sector.

Practice Learning Strategy

Engagement with the sector took place to commence the development of a practice learning strategy which would secure high quality placements for all social work students. This work will continue within the next business year.

Thematic Review of Assessment

The thematic review of the teaching on assessment and risk assessment at qualifying and post qualifying levels was completed within this year. Recommendations from this review will be taken forward alongside the recommendations from the Degree in Social Work.

Post Qualifying Training

The Northern Ireland Post Qualifying Education and Training Partnership (NIPQETP) is responsible for supporting the implementation of the post qualifying framework. Within this period, work has been undertaken for the incorporation of the NIPQETP into the NISCC. The rationale for the incorporation is to improve governance arrangements and to secure the current arrangements for the future.

Within this time preparatory work was undertaken on staff contracts and financial arrangements. This will ensure a smooth transition on the 1st April 2009.

There continues to be a high success rate in the enrolment and achievement of awards in this area. There are 3,410 candidates enrolled out of a total workforce of over 4,800. 25 new programmes have been accredited at Masters Level and the Independent Assessment Route offers the opportunity for the achievement of awards for those who are not engaged with accredited programmes.

Strategic Objective 5

To raise the profile of the social work and social care profession through building knowledge, understanding and confidence in the sector among the general public and the workforce

Roles and Tasks of Social Work

The NISCC, commissioned by the DHSSPS, carried out a review of the roles and tasks of social work in Northern Ireland in the 21st Century. The Steering Group consulted with stakeholders across Northern Ireland in writing, via email, the website and at consultation events:

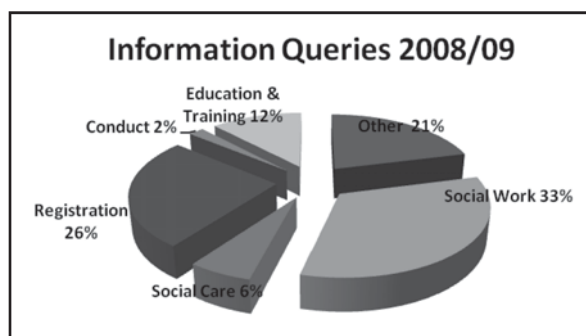
- The consultation document was posted to all NISCC registered social workers and to a wide range of organisations across Northern Ireland
- Information was published on the NISCC website

- Seven consultation workshops across Northern Ireland were attended by 350 people, including people who use services, family carers, social work practitioners, managers, educators, and colleagues from other professions/interest groups
- Written responses were received from five individuals and 15 organisations/groups

An overview report from the consultation 'People Work Not Just Paper Work' was produced in December 2008 and published on the NISCC website. The final report on the unique 'Roles and Tasks of Social Work' was presented to the DHSSPS in March 2009.

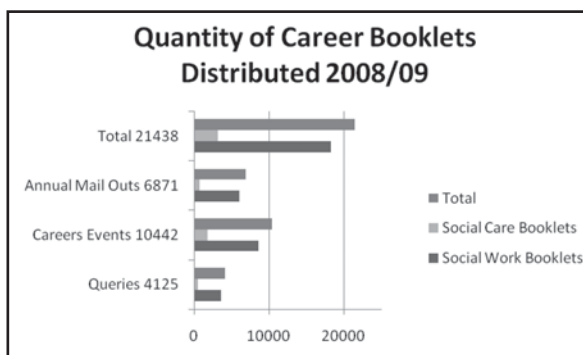
Information Service

The NISCC receives requests for information and advice on social care regulation, education and training from a wide range of stakeholders. The level of queries handled directly by the Information Service increased by over 10% to 1,069. The chart below provides an overview of the queries handled by the NISCC Information Service in 2008/09.



The NISCC has a statutory responsibility to promote social work education and training in Northern Ireland. As a Sector Skills Council for the social care and children's services workforce in Northern Ireland, the NISCC is

also responsible for promoting development and training opportunities for the wider social care, child care and early years sector. During 2008/09, careers and training support materials were updated. All relevant careers or social care/social work contacts within the statutory, voluntary and independent sectors throughout Northern Ireland, Great Britain and the Republic of Ireland were updated and provided with Career in Social Work and Social Care booklets. The booklet, promoting 'A Career in Child Care and Early Years', was published on the NISCC website. Printing of the booklet was delayed to 2009/10 to allow the inclusion of additional information from the network. The graph below illustrates the channels used to distribute promotional information:



The NISCC Information Officer supported 25 careers events in 2008/09 and as part of the strategy to update and support the careers network, presented at 6 events:

- the Police Rehabilitation and Retraining Trust Information Day
- 2 DEL Occupational Days (supported by a professional adviser)
- 2 school career seminars
- the EGSA Social Work/Social Care seminar for information, advice and guidance staff across NI

The five NISCC promotional banners were updated to incorporate social care images and branding to mirror the design style of the careers booklets. During the year, good news stories to promote the NISCC and good practice in Social Work and Social Care were published in:

- Agenda (NI) – April 2008
- Smart Talent – October 2008
- Belfast Telegraph – January 2009
- Ulster Star – January 2009

Age Concern NVQ and Leadership Awards

The NISCC hosted the presentation of training awards to Age Concern NI Staff in January 2009. NI Employment and Learning Minister, Sir Reg Empey presented the awards.



The event was a particular cause for celebration, as this is the first time Age Concern has developed a programme designed



to improve leadership capacity in the organisation. Three people were presented with their NVQ 2 in Care and eleven people received their joint certificates in Leadership and Change Programmes awarded by the Institute of Leadership and Management and the Interaction Institute for Social Change in partnership with the Beeches Management Centre.



Induction Standards

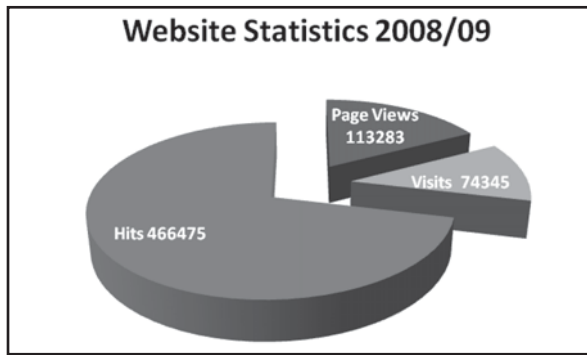
The Induction Standards for Social Care became a registration requirement for social care workers in April 2008. The Information Service continued to promote and distribute the Standards and accompanying guidance to employers throughout NI and to provide advice and support to those implementing the Standards.

The NISCC Newsletters

Two issues of the NISCC News were printed and posted to 15,000 stakeholders, including Registrants, employers, service users, government agencies and social care organisations in October 2008 and March 2009. The newsletter was also published on the website and emailed to stakeholder organisations for circulation.

The NISCC Website

The website was reviewed and restructured to increase accessibility and to accommodate the increase in online information for Sector Skills and Registration/ Conduct. The revised site allows users to change font size, track their location and use screen reader software.



Website content was reviewed and updated at least on a monthly basis to keep stakeholders informed of current news and projects. The graph above illustrates the traffic on the website for 2008/09; showing the number of hits on the site, the number of visits and pages viewed. For 2008/09 the site had 466,475 hits, 74,345 visits and 113,283 page views.

The most popular topics viewed throughout the year continue to be Registration, Publications and Careers. Traffic on the site peaked in July 2008 with 87,433 hits, 10,350 visits and 22,556 page views. Activity also increased in October 2008 with 50,257 hits, 8,138 visits and 11,962 page views. These peaks directly follow the communications activity for Registration Renewals for qualified social workers in June and the opening of the UCAS system for social work applications in September.

Strategic Objective 6

To maximise the contribution of our human and financial resources by investing in our people and delivering value for money in all our activities, whilst ensuring the highest levels of governance in Council

The NISCC, as an organisation, continues to grow both in terms of staff numbers and the number of registrants on the register. To this end, the NISCC continues to invest in its human and financial resources. Some of the achievements are detailed below:

Investors in People

The NISCC continues to value the contribution all staff make to the achievement of required objectives. This was illustrated in June 2008 with the re-accreditation of the award "Investors in People" (IiP). This provides external recognition of the value placed on staff and Council Members and the valuable contribution they make.

The IiP standard is a recognised award that places people at the centre of an organisation and recognises that the success of the NISCC has depended on staff at all levels performing well. There are tangible benefits to the IiP award both internal and external. Internally, the award helps to improve motivation, along with improved efficiency and effectiveness and helps focus attention on customer satisfaction. Externally, the IiP Award guarantees a level of quality to how we undertake our business and, in turn, how this has led to increased performance through the organisation.

Sickness Absence Data

A major issue within the HSCNI, as identified in the Priorities for Action, relates to the need to control staff absence. The CIPD Annual Survey Report (2008) reports an average sickness rate for the Health sector of 5.1%. The sickness and absenteeism rate for the NISCC is 3.45%.

Corporate Away Day

As part of our ongoing commitment to staff development and team working, the NISCC held a Corporate Away Day in May 2008. All of the NISCC staff participated in the Away Day at Watertop Open Farm to focus on developing relationships across Directorates and increasing understanding of the NISCC role and function. The event was task focused and required every member of the team to use all of their energies and ideas to complete the physical and tactical challenges. Evaluation from the event showed all staff felt the day had encouraged them to develop new relationships with other teams and they had learned new skills. This approach to team work was very much demonstrated in the IIP re-accreditation process, the benefits of which are outlined in the IIP section above.

Agenda for Change

The NISCC can confirm that, with the exception of a few outstanding reviews, the Agenda for Change (AfC) contract has been fully implemented in the NISCC. All staff are now under the AfC contract terms and conditions. Work continues to progress on the Knowledge and Skills Framework (KSF). The aims of KSF are:

- To ensure staff have clear and consistent objectives

- To provide staff with a framework to develop their skills, relevant to their role
- To provide staff with a framework to develop in a manner which supports career progression

During the 2008/09 financial year, the KSF framework for Band 2 to Band 7 has been initiated. It is envisaged that all bands will be fully implemented during the 2009/10 financial year.

Risk Management continues to have a central role within the NISCC. During 2008/09 Internal Audit undertook a review of the HPSS Controls Assurance Standards and have concurred with substantive levels of compliance, in relation to risk management within the NISCC.

As part of a quality review of the Business Plan, the Corporate Risk Register was reviewed to ensure all current risks have been identified, assessed and managed. Updates have been provided to the Audit Committee, which has responsibility for ensuring the appropriateness of the risk processes within the NISCC. Additional work will be undertaken during the 2009/10 financial year to further enable the risk culture at all levels within the organisation. There will be a continued focus to develop the Datix Risk Management System and its integration into the Risk Management Process.

Freedom of Information

The NISCC received two Freedom of Information requests. One query was for information not held by the NISCC (salary/funding details for Skills for Care in England). The second query concerned the average number of days taken to complete the

Assessed Year in Employment (AYE) and how many newly qualified social workers complete this requirement within 12 months. This was responded to with full release of information within the timescales.

The new Information Commissioner requirements for the publication of information were implemented in January 2009. This requires organisations to revise the classification of their information and to routinely publish more detailed information concerning decision making and policy development. The Publication Scheme was revised and work on establishing systems to support the increase in routinely published information will continue throughout 2009/10.

Personal Data Related Incidents

The NISCC can confirm there is a training schedule in place to provide staff with training on Data Protection Awareness, Data Security and Confidentiality of Information. The NISCC can confirm there were no instances relating to data security breaches during the 2008/09 financial year.

How we Engage with Our Stakeholders

The NISCC Participation Group

Involving users and carers in the drive to raise standards in the social care workforce has always been a priority for the NISCC. Since the NISCC was established in 2001, User and Carer Reference Groups have been supported to provide a user and carer perspective on the development of registration, regulation and training for the social care workforce.



During 2008, the NISCC recruited and appointed seven people to form the NISCC Participation Group. The group first met in December 2008 and held three meetings in 2009, including holding an away day to assist the group in establishing its role within the NISCC. During 2009/10 the group will take the work of the User and Carer Reference Groups to a new level. It will assess how the NISCC engages with users and carers and then develop principles and standards to encourage the development of best practice. Updates from the group are placed in the NISCC newsletter and on the User and Carer section of the website www.niscc.info. Three members of the Participation group are contributing to models of Social Care Excellence through membership of SCIE Partners' Council. This is a unique gathering of key stakeholders, users, carers and service providers involved in Social Care across the UK.



RQIA / NISCC / SCIE Event - February 2009

The NISCC, in partnership with the Social Care Institute of Excellence and the Regulation, Quality and Improvement Authority hosted a conference to share information and best practice in empowering and involving service users in social care standards improvement. The event was attended by service users, carers, social care practitioners, employers and education providers. The NISCC Participation Group will take forward some of the recommendations from the day in their work to develop best practice for involvement.

The NISCC Registrants' Committee

Following direction from the DHSSPS the NISCC, in conjunction with Registrants, Trade Unions, Professional Associations, Higher Education Institutes and employers recruited members and established the Registrants' Committee. The NISCC is in a unique position in that it is the only Social Care Regulator to have set up such a Committee. The first meeting of the group was held in December 2008 and two further meetings were held in 2009. During 2009/10 the Registrants' Committee will be working to gain an understanding of the NISCC's business as a social care regulator and to identify how they

can help to inform and influence these activities to ensure they reflect the views and expectations of the workforce. The Registrants' Committee will meet at least three times a year and at least twice a year with the NISCC. They will also meet with Senior Managers as necessary. Updates from this Committee will be placed in the NISCC newsletters and website www.niscc.info The groups and associations represented on the Committee will also circulate information through their own networks.



- Delivery of tailored training sessions on screening and participation in joint equality training programme
- Disability Awareness Training
- Sexual Orientation Training
- Contribution to the development of HSC diversity e-learning resource
- Review of access to information provided by the NISCC initiated, with the particular emphasis on particular formats
- Participation in the ECNI consultation on the future implementation of Section 75

As in previous years, the NISCC participated in the joint training programme of the consortium, ensuring that new and existing members of staff received equality awareness, disability awareness and screening training.

Promoting Equality and Diversity

As in previous years, the NISCC worked in close partnership with other HSC Agencies and Special Bodies, supported by the CSA Equality Unit, to promote equality of opportunity and good relations. During the 2008/09 financial year, the following activities were undertaken:

- Consultation on the screening of policy on 'Renewal of Registration' and subsequent publication of the screening report
- The development of a manual for Line Managers on making reasonable adjustments for staff with a disability

Financial Information in Relation to the Annual Accounts 2008/09

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 eighth statement of accounts of the NISCC. It is prepared in accordance with Schedule 1 paragraph 12 (2) of the Act and covers the year ended 31 March 2009. The Accounts have been prepared in a form determined by the DHSSPS in accordance with Schedule 1 paragraph 12 (2) of the Act.

Results

The NISCC is funded substantially by grants from the DHSSPS and also receives income from registration fees, Skills for Care and Development and in respect of student placements within the criminal justice sector (funded by the Northern Ireland Office).

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 available on the NISCC's website (www.niscc.info).

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 to the financial statements. The revised guidance contained 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 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 was recredited with the 'Investor in People' status in June 2008. This reflects the importance the NISCC places on staff and the valuable contribution which all staff make to the effective running of the NISCC.

Disabled Employees

The NISCC is an Equal Opportunities employer.

Prompt Payment Policy

The NISCC is committed to the prompt payment of bills for goods 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 the receipt of goods or services, or presentation of a valid invoice or similar demand, whichever is the later.

Regular reviews conducted to measure how promptly the NISCC paid its bills found that 89% 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.

Audit

The accounts and supporting notes relating to the NISCC's activities for the year ended 31 March 2009 have been audited by the Northern Ireland Audit Office. The report of the Comptroller and Auditor General is included on Page 29. So far as the Chief Executive is aware, there is no relevant audit information of which the entity'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.

Chief Executive:



Date: 7 July 2009

Chair:



Date: 7 July 2009

Remuneration Report for the Year Ended 31 March 2009

Scope of the 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 managers' remuneration in accordance with HSS (SM) 3/2001 issued by the DHSSPS.

Remuneration Committee

The Council, as set out in its Standing Orders, has delegated certain functions to the Remuneration Committee. The membership of this Committee is as detailed on page 63.

Remuneration Policy

The NISCC applies the remuneration policy as directed by circular HSS (SM) 3/2001 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.

Brendan Johnston was appointed as Chief Executive on 10 September 2001.

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.

Compensation for Premature Retirement

In accordance with Circular HSS (S) 11/83 and subsequent supplements, there is provision within 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 basic 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.

Salary and Pension Entitlements (Audited)

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

Name	2008-09		2007-08	
	Salary incl. Performance related pay £000	Benefits in kind nearest £100	Salary incl. Performance related pay £000	Benefits in kind nearest £100
Brendan Johnston	70 - 75	–	65 - 70	–
Mark Bradley	20-25 from 6 Oct 2008	–		
Gerard Campbell	Left 30 June 2008	–	40 - 45	–
Patricia Higgins	55 - 60	–	45 - 50	–
Lorraine Simmons	50 - 55	–	–	–

Name	Real increase in pension and related lump sum at age 60 £000	Total accrued pension at age 60 and related lump sum £000	Cash equivalent transfer value (CETV) at 31 March 2007 £000	Cash equivalent transfer value (CETV) at 31 March 2008 £000	Real increase in CETV after adjustment for inflation and changes to market investment factors £000
	£	£	£	£	£
Brendan Johnston	5,693	128,441	474,000	710,000	236,000
Mark Bradley	From 6 Oct 2008 (365 day TSR required)				
Gerard Campbell	Left 30 June 2008				
Patricia Higgins	3,623	21,448	63,000	98,000	34,000
Lorraine Simmons	5,157	19,499	62,000	110,000	48,000

HPSS Superannuation Scheme

Pension benefits are provided through the HSC Superannuation scheme. The HSC Superannuation scheme is a 'final salary' defined benefit scheme. The scheme is unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions that are payable are increased annually in line with changes in the Retail Prices Index.

From 1 April 2008 members contribution rates changed and linked earning levels with the contribution rate. With effect from April 2008 the contribution rates are as follows:

- 5.0% for employees earning up to £19,682
- 6.5% for employees earning between £19,683 and £65,002
- 7.5% for employees earning between £65,003 and £102,499
- 8.5% for employees earning over £102,500

Further details about the Health Service pension arrangements can be found at the website www.DHSSPS.gov.uk/superann.

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 the member leaves the scheme and chooses to transfer 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 from 2004/05 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. CETVs are calculated within the guidelines and framework prescribed by the Institute and 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 uses 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 senior managers
- 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: 7 July 2009

Statement of the Northern Ireland Social Care Council and Chief Executive's Responsibilities

Under Schedule 1, paragraph 12 (2) of the Health and Personal Social Services Act (Northern Ireland) 2001, the DHSSPS, has directed the Northern Ireland Social Care Council to prepare financial statements for each financial year in the form and on the basis determined by the DHSSPS. The financial statements are prepared on an accruals basis and must give a true and fair view of the state of affairs of the NISCC, of its income and expenditure, recognised gains and losses and cash flows for the financial year.

In preparing the financial statements, the NISCC is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- Observe the Accounts Direction issued by the DHSSPS including relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis
- Make judgements and estimates on a reasonable basis
- State whether applicable accounting standards set out in the Government Financial Reporting Manual have been followed, and disclose and explain any material departures in the financial statements
- Prepare the financial statements on the going concern basis

The Permanent Secretary of the DHSSPS, as Accounting Officer for Health and Social Care resources in Northern Ireland, has appointed the **Chief Executive of the Northern Ireland Social Care Council** as Accounting Officer for the NISCC. 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 NISCC's assets, are set out in the Accounting Officer's Memorandum published by the DHSSPS.

Statement on Internal Control

Scope of Responsibility

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

- The NISCC delivers its statutory functions and Business Plan by working in partnership with a range of statutory, voluntary and community organisations throughout Northern Ireland and, on a four country basis, throughout the United Kingdom;
- The NISCC executes its responsibilities within the confines of its Management Statement and Financial Memorandum as agreed with its sponsor, the Office of Social Services (DHSSPS).

Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to:

- identify and prioritise the risks to the achievement of the organisation's policies, aims and objectives

- evaluate the likelihood of these risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically

The system of internal control has been in place in the NISCC for the year ended 31 March 2009 and up to the date of approval of the annual report and accounts and accords with the Department of Finance and Personnel guidance.

The NISCC exercises strategic control over the operation of the organisation through a system of corporate governance which includes:

- a schedule of matters reserved for Council decisions
- a scheme of delegation, which delegates decision making authority within set parameters to the Chief Executive and other officers
- standing orders and standing financial instructions
- the establishment of an Audit Committee

The system of internal financial control is based on a framework of regular financial information supported by robust administrative procedures including the segregation of duties and a system of delegation and accountability. In particular it includes:

- comprehensive budgeting systems with an annual budget which is reviewed and agreed by the Council
- regular reviews by the Council of periodic annual financial reports which indicate financial performance against the forecast

- setting targets to measure financial and other performances
- as appropriate, formal budget management disciplines

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 2008/09, Internal Audit reviewed the following systems:

- Bank and Cash (including Petty Cash)
- Travel Expenses
- Payments
- Purchasing
- Service Level Agreements
- Income
- Social Care Disbursements
- Budgetary Control
- Asset Management
- Registration
- Conduct Audit
- Risk Management Audit
- Records Management Audit
- Agenda for Change Audit
- HPSS Controls Assurance Standards
 - Risk Management
 - Governance
 - Financial Management
 - Records Management

In his annual report, the Internal Auditor reported that the Northern Ireland Social Care Council system of internal financial control was satisfactory. However, some weaknesses in control were identified and

recommendations to address these control weaknesses have been or are being implemented.

With regard to the wider control environment, the NISCC has in place a range of organisational controls, commensurate with the current assessment of risk, designed to ensure the efficient and effective discharge of its business in accordance with the law and departmental direction. Every effort is made to ensure that the objectives of the NISCC are pursued in accordance with the recognised and accepted standards of public administration.

Capacity to Handle Risk

The NISCC has developed a robust structure for overseeing the risk management process. The Audit Committee, which reports to the Council, has oversight for the initiatives taken by officers of the organisation to promote risk management. The Business Management Committee also formally endorses the annual Business Risk Register prior to full approval from Council. Executive responsibility for risk management resides with the Chief Executive who delegates day-to-day responsibility to the Director of Corporate Services.

The Risk and Control Framework

The NISCC has developed a risk management strategy, which has identified the organisation's objectives and risks. The Audit Committee reviews all risk management activity and sets targets for the following year. Regular updates on progress towards meeting risk management actions are made to the Audit Committee.

The NISCC can confirm that policies and procedures are in place for the management of

risk associated with information held by the NISCC. Training is provided on a regular basis and policies are reviewed to ensure best practice is always adhered to. The management of this risk is paramount, given the sensitive nature of the work undertaken by NISCC, particularly in relation to the registration process and conduct. Internal Audit provides assurances on risk management processes in relation to information and have provided satisfactory assurance. Any actions emanating from the audits will be followed up in the coming year.

In the forthcoming year, the NISCC will continue to review and develop the effectiveness of its current systems for managing risk, and will work to achieve the necessary compliance levels with new controls assurance standards produced by the DHSSPS.

Compliance with Controls Assurance Standards 2008/09

Controls Assurance Standard	NISCC Assessment	Independent Assessment
Risk Management	Substantive	Substantive
Governance	Substantive	Substantive
Financial Management	Substantive	Substantive
Records Management	Substantive	Substantive

Review of effectiveness

As Accounting Officer, I have responsibility for the review of the effectiveness of the system of internal control. My review of the

effectiveness of the system of internal control 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 report to those charged with governance 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 Council and the Audit Committee and a plan to address weaknesses and ensure continuous improvement to the system is in place.

By order of the Council.



Chief Executive:

Date: 7 July 2009

The Certificate 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 2009 under the Health and Personal Social Services Act (Northern Ireland) 2001. These comprise the Net Expenditure Account, the Balance Sheet, the Cash Flow Statement and Statement of Recognised Gains and Losses 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 Northern Ireland Social Care Council, Chief Executive and Auditor

The Council and Chief Executive as Accounting Officer are responsible for preparing the Annual Report, which includes the Remuneration Report, and the financial statements in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001 and Department of Health, Social Services and Public Safety directions made thereunder and for ensuring the regularity of financial transactions. These responsibilities are set out in the Statement of the Northern Ireland Social Care Council and Chief Executive's Responsibilities.

My responsibility is to audit the financial statements and the part of the Remuneration Report to be audited in accordance with relevant legal and regulatory requirements, and with International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the financial statements give a true and fair view and whether the financial statements and the part of the Remuneration Report to be audited 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 made thereunder. I also report whether in all material respects the expenditure and income have been applied to the purposes intended by the Assembly and the financial transactions conform to the authorities which govern them.

In addition, I report to you if the Northern Ireland Social Care Council has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by the Department of Finance and Personnel regarding remuneration and other transactions is not disclosed.

I review whether the Statement on Internal Control reflects the Northern Ireland Social Care Council's compliance with the Department of Finance and Personnel's guidance, and I report if it does not. I am not required to consider whether this statement covers all risks and controls, or form an opinion on the effectiveness of the Council's corporate governance procedures or its risk and control procedures.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises the unaudited part of the Remuneration Report, the View from the Chair, the Chief Executive's Report and the Management Commentary. I consider the implications for my certificate if I become aware of any apparent misstatements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

Basis of audit opinions

I conducted my audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. My audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements and the part of the Remuneration Report to be audited. It also includes an assessment of the significant estimates and judgments made by the Northern Ireland Social Care Council and Accounting Officer in the preparation of the financial statements, and of whether the accounting policies are most appropriate to the Council's circumstances consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements and the part of the Remuneration Report to be audited are free from material misstatement, whether caused by fraud or error, and that in all material respects the expenditure and income have been applied to the purposes intended by the Assembly and the financial transactions conform to the authorities which govern them. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements and the part of the Remuneration Report to be audited.

Opinions

In my opinion:

- the financial statements give a true and fair view, in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001 and directions made thereunder by the Department of Health, Social Services and Public Safety, of the state of the Northern Ireland Social Care Council's affairs as at 31 March 2009 and of its deficit,

recognised gains and losses and cash flows for the year then ended;

- the financial statements and the part of the Remuneration Report to be audited have been properly prepared in accordance with the Health and Personal Social Services Act (Northern Ireland) 2001 and directions made thereunder by the Department of Health, Social Services and Public Safety; and
- information, which comprises the audited part of the Remuneration Report, included within the Annual Report, is consistent with the financial statements.

Opinion on Regularity

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

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 initially presented on the website.



JM Dowdall CB

Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
Belfast

21st July 2009

The Northern Ireland Social Care Council Annual Accounts for the year ended 31 March 2009

Net Expenditure Account for the year ended 31 March 2009


	Note	2009 £	2008 £
Expenditure			
Staff costs	2.1	(1,436,891)	(1,186,984)
Depreciation	3.0	(35,843)	(38,621)
Other Expenditure	3.0	(1,922,110)	(1,896,175)
		<u>(3,394,844)</u>	<u>(3,121,780)</u>
Income			
Income from other activities	4.1	475,511	420,856
Other Income	4.2	-	-
Reimbursements receivable	4.3	-	-
		<u>475,511</u>	<u>420,856</u>
NET EXPENDITURE		<u>(2,919,333)</u>	<u>(2,700,924)</u>
Credit reversal of notional costs			
Cost of capital	3.0	6,577	7,051
Notional costs (audit fees)	3.0	14,675	14,702
		<u>21,252</u>	<u>21,753</u>
Net expenditure for the financial year		<u>(2,898,081)</u>	<u>(2,679,171)</u>
SUMMARY REVENUE RESOURCE OUTTURN			
Net expenditure		(2,919,333)	(2,700,924)
Adjustments	18.1	58,135	60,374
Net resource outturn		<u>(2,861,198)</u>	<u>(2,640,550)</u>
Revenue Resource Limit (RRL)	18.1	2,847,868	2,679,101
(DEFICIT)/SURPLUS AGAINST RRL		<u>(13,330)</u>	<u>38,551</u>


The notes on pages 37 to 61 form part of these accounts.
All Income and Expenditure is derived from continuing activities.

Balance sheet as at 31 March 2009

	NOTE	2009		2008	
		£	£	£	£
FIXED ASSETS					
Tangible asset	7.0		80,331		95,013
Intangible assets	7.0		5,251		8,302
Financial assets	8.0		—		—
TOTAL NON CURRENT ASSETS			85,582		103,315
CURRENT ASSETS					
Stocks and work in progress	9.0	—		—	
Debtors: Amounts falling due within one year	10.1	249,937		308,275	
Debtors: Amounts falling due after more than one year	10.2	—		—	
Short term investments	11.1	—		—	
Cash at bank and in hand	11.2	1,284,034		1,039,966	
TOTAL CURRENT ASSETS			1,533,971		1,348,241
CREDITORS: Amounts falling due within one year	12.1		1,442,168		1,161,749
NET CURRENT ASSETS / (LIABILITIES)			91,803		186,492
TOTAL ASSETS LESS CURRENT LIABILITIES			177,385		289,807
CREDITORS: Amounts falling due after more than one year	12.2		—		(82,810)
PROVISIONS FOR LIABILITIES AND CHARGES	14.0		—		—
TOTAL ASSETS EMPLOYED			177,385		206,997
FINANCED BY:					
CAPITAL AND RESERVES					
Revaluation reserve	16.0		—		—
Donation reserve	16.0		—		—
General fund	16.0		177,385		206,997
			177,385		206,997

The notes on pages 37 to 61 form part of these accounts.

Chair:  Date: 7 July 2009

Chief Executive:  Date: 7 July 2009

Statement of recognised gains and losses for the year ended 31 March 2009

	2009 £	2008 £
Non-donated Fixed Assets		
Indexation of fixed assets	601	(8,756)
Revaluation of fixed assets	—	—
	<u>601</u>	<u>(8,756)</u>
GAINS/(LOSSES) RECOGNISED IN THE FINANCIAL YEAR	<u><u>601</u></u>	<u><u>(8,756)</u></u>

Cashflow statement for the year ended 31 March 2009

	2009		2008	
	£	£	£	£
Net Cash Inflow from Operating Activities (Note 29.1)		(2,605,251)		(2,462,693)
Returns on Investments and Servicing of Finance				
Interest received	—		—	
Interest paid	—		—	
Interest element of finance lease rental payments	—		—	
	-----		-----	
Net cash (Outflow)/Inflow from Returns on Investments and Servicing of Finance		—		—
Capital Expenditure				
Payments to acquire intangible fixed asset	—		—	
Receipts from sales of intangible fixed assets	—		—	
Payments to acquire tangible fixed assets	(18,549)		(19,899)	
Receipts from sale of tangible fixed assets	—		—	
	-----		-----	
Net Cash outflow from Capital Expenditure		(18,549)		(19,899)
Dividends paid				
Management of Liquid resources				
Purchase of current asset investment	—		—	
Sale of current asset investments	—		—	
	-----		-----	
Net Cash Inflow/(Outflow) from Management of Liquid Resources		—		—

	2009		2008	
	£	£	£	£
Net cash Outflow before				
Financing		(2,623,800)		(2,482,592)
Financing				
Funding	2,867,868		2,699,000	
Movement in general fund working capital	—		—	
Cash drawn down	2,867,868		2,699,000	
Additional public dividend capital advances in year	—		—	
Repayment of prior year impairment	—		—	
Net Cash Inflow from Financing		<u>2,867,868</u>		<u>2,699,000</u>
Increase in Cash				
(Notes 29.2 and 29.3)		<u>244,068</u>		<u>216,408</u>

The notes on pages 37 to 61 form part of this statement.

Notes to the accounts

1. STATEMENT OF ACCOUNTING POLICIES

1.1 Authority

The accounts have been prepared in a form determined by the Department of Health, Social Services and Public Safety in accordance with the requirement of Schedule 1, paragraph 12 of the Health and Personal Social Services Act (Northern Ireland) 2001.

1.2 Accounting Convention

These accounts have been prepared under the historical cost convention as modified by the indexation and revaluation of tangible fixed assets.

1.3 Basis of Preparation of Accounts

The accounts have been prepared in accordance with guidance issued by the Department of Health, Social Services and Public Safety.

Without limiting the information given, the accounts have been prepared in accordance with the Financial Reporting Manual (FRM), issued by the Department of Finance and Personnel. The accounting policies contained in FRM follow UK Generally Accepted Accounting Practice (UK GAAP) for companies to the extent that it is meaningful to the public sector. Where FRM permits a choice of accounting policy, the accounting policy, which has been judged to be the most appropriate to the particular circumstances of the Council for the purpose of giving a true and fair view, has been selected.

1.4 Intangible fixed assets

Intangible fixed assets are capitalised when they are capable of being used in the Council's activities for more than one year, they can be valued, and they have a cost of at least £5,000 (either individually or as a grouped asset).

Intangible fixed assets held for operational use are valued at historical cost and are depreciated over the estimated life of the asset on a straight line basis, except capitalised Research and Development which is revalued using an appropriate index figure. The carrying value of intangible assets is reviewed for impairment at the end of the first full year following acquisition and in other periods if events or changes in circumstances indicate the carrying value may not be recoverable.

Purchased computer software licences are capitalised as intangible fixed assets where expenditure of at least £5,000 is incurred (either individually or as a grouped asset). They are amortised over the shorter of the term of the licence and their useful economic lives.

1.5 Tangible Fixed Assets Substance over form

The Department of Health, Social Services and Public Safety retains legal title for all of the Council's fixed assets. The Council manages such assets in accordance with guidance issued by the Department. The substance and financial reality of such transactions are accounted for

and presented in the accounts rather than their legal form.

Capitalisation

Tangible assets are capitalised if they are capable of being used for a period which exceeds one year and they:

- individually have a cost of at least £5,000; OR
- they satisfy the criteria of a grouped assets i.e. collectively have a cost of at least £5,000, are functionally interdependent, broadly simultaneous purchase dates, and anticipated to have simultaneous disposal dates, under single managerial control and have an individual cost of £1,000 ;OR
- form part of the initial equipping and setting-up cost of a new building or unit irrespective of their individual or collective cost.

Valuation

Tangible fixed assets are stated at the lower of replacement cost and recoverable amount. On initial recognition they are measured at cost (for leased assets, fair value) including any costs such as installation directly attributable to bringing them into working condition. They are restated to current value each year. The carrying values of tangible fixed assets are reviewed for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

All land and buildings are restated to current value using professional valuations in accordance with FRS 15 every five years and in the intervening years by the use of indices. The buildings index is based on the All in Tender Price Index published by the Building Cost Information Service (BCIS). The land index is based on the residential building land values reported in the Property Market Report published by the Valuation Office.

Professional valuations are carried out by the District Valuers of the Valuations and Land Agency. The valuations are carried out in accordance with the Royal Institute of Chartered Surveyors (RICS) Appraisal and Valuation Manual insofar as these terms are consistent with the agreed requirements of the Department of Health, Social Services and Public Safety. In accordance with the requirements of the Department, asset valuations were undertaken in 2004/05 as at the valuation date of 31 March 2005.

The valuations are carried out primarily on the basis of Depreciated Replacement Cost for specialised operational property and Existing Use Value for non-specialised operational property. The value of land for existing use purposes is assessed at Existing Use Value. For non-operational properties including surplus land, the valuations are carried out at Open Market Value.

Operational equipment other than IT equipment, which is considered to have nil inflation, is valued at net current replacement cost through

annual uplift by the change in the value of the GDP deflator. Equipment surplus to requirements is valued at net recoverable amount.

Depreciation, amortisation and impairments

Tangible fixed assets are depreciated at rates calculated to write them down to estimated residual value on a straight-line basis over their estimated useful lives. No depreciation is provided on freehold land, and assets surplus to requirements.

Buildings, installations and fittings are depreciated on their current value over the estimated remaining life of the asset as advised by the District Valuer. Leaseholds are depreciated over the primary lease term.

Equipment is depreciated on current cost evenly over the estimated life of the asset.

Impairment losses resulting from short-term changes in price that are considered to be recoverable in the longer term are taken in full to the revaluation reserve, where one exists with any remaining balance charged to the Net Expenditure Account. Impairment losses caused by economic events are taken in full to the Net Expenditure Account with a transfer being made from the revaluation reserve to the General Fund up to the amount of the economic impairment.

1.6 Donated Fixed Assets

Donated fixed assets are capitalised at their current value on receipt and

this value is credited to the Donated Asset Reserve. Donated fixed assets are valued and depreciated as described above for purchased assets. Gains and losses on revaluations are also taken to the Donated Asset Reserve and, each year, an amount equal to the depreciation charge on the asset is released from the Donated Asset Reserve to the Net Expenditure Account. Similarly, any impairment on donated assets charged to the Net Expenditure Account is matched by a transfer from the Donated Asset Reserve. On sale of donated assets, the value of the sale proceeds is transferred from the Donated Asset Reserve to the General Fund.

1.7 Value Added Tax

The Council, as a Non-Departmental Public Body, cannot recover VAT incurred through the Central VAT Agreement. As the Council is not required to register for VAT, the figures in the accounts are shown inclusive of VAT.

1.8 Pensions

The Council participates in the HPSS Superannuation Scheme. This is an unfunded defined benefit scheme which produces its own resource accounts, but the Council is unable to identify its share of the underlying assets and liabilities. The most up to date actuarial valuation was carried out as at 31 March 2003 and details of this valuation are available in the HPSS Superannuation scheme resource accounts.

For 2008/09, employers' contributions were payable to the HPSS Superannuation scheme at the rate of 15.7%. The amount of the contributions is disclosed in Note 2.

1.9 Leases

Assets held under finance leases are capitalised at the fair value of the asset with an equivalent liability categorised as appropriate under creditors due within or after one year. The asset is subject to indexation and revaluation and is depreciated on its current fair value over the shorter of the lease term and its useful economic life. Finance charges are allocated to accounting periods over the period of the lease to produce a constant rate of interest on the outstanding balance. Rentals under operating leases are charged to the Net Expenditure Account in the year in which they arise.

1.10 Losses

This note (Note 25) is a memorandum statement unlike most notes to the accounts which provide further detail of figures in the primary accounting statements. Most of the contents will be included in operating expenses.

1.11 Capital charges

The Capital Charges scheme involves the Department charging the Council for the use of fixed assets. This charge comprises depreciation and notional interest (interest currently at 3.5%).

The cost of capital charge is estimated at the start of the year. Charges based on actual capital

values of assets are calculated at the year-end. An adjustment is made in the relevant notes to the Accounts to bring the actual charge into line with the estimate. It is the effect of the estimated charges that is reflected in the Net Expenditure Account.

1.12 Financial Instruments

In 2008-09 the Council is required to implement financial Instruments standards FRS 25, FRS 26 and FRS 29.

Financial assets

Financial assets are recognised on the balance sheet 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 balance sheet 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 derecognised 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

Financial reporting standard 29 requires disclosure of the role that financial instruments have had during the period in creating or changing the risks a body faces in undertaking its activities. Because of the relationships with the Department, 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 has 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 Council 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

As the Council receives the majority of its funding through its sponsoring Department which is voted through the Assembly, it is therefore not exposed to significant liquidity risks.

NOTE 2 STAFF NUMBERS AND RELATED COSTS

2.1 Staff Costs

Staff costs comprise

	2009	Directly employed	Other	2008
	£	£	£	£
Wages & Salaries	1,266,870	1,033,532	233,338	1,130,857
Social security costs	80,702	80,702	—	53,824
Other pension costs	139,165	139,165	—	49,359
Sub-Total	1,486,737	1,253,399	233,338	1,234,040
Less recoveries in respect of outward secondments	49,846			47,056
Total net costs	1,436,891			1,186,984

Of the total an amount of £nil has been charged to capital in the year

2.2 Average number of persons employed

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

	2009	Directly employed	Other	2008
	No.	No.	No.	No.
Council members	13	13	—	5
Other professional and technical	5	5	—	5
Administrative and clerical	30	30	—	24
Temporary staff	12	—	12	13
Staff seconded from other organisations	—	—	—	1
Other	—	—	—	—
Total	60	48	12	48

2.3 Retirements due to ill-health

During 2008/09 there were no early retirements from the Council agreed on the grounds of ill-health.

NOTE 3 OPERATING EXPENSES

Operating Expenses

3.0 Operating Expenses are as follows:-

	2009	2008
	£	£
Placements and training	718,431	810,091
Revenue Grants to voluntary organisations	—	—
Capital Grants to voluntary organisations	—	—
Personal social services	—	—
Recharges from other HPSS organisations	94,441	91,668
Supplies and services - clinical	—	—
Supplies and services - general	8,381	5,102
Establishment	457,625	461,453
Transport	—	—
Premises	444,873	390,488
Bad debts	—	—
Regional Body	106,000	94,805
Four country review (OSCAR)	59,498	17,928
Rentals under operating leases	—	—
Interest charges	—	—
PFI Service charges	—	—
CN Other	—	—
Miscellaneous	10,569	2,887
Non cash items		
Depreciation	33,832	36,382
Amortisation	2,011	2,239
Impairments	1,040	—
(Profit) on disposal of fixed assets (excluding profit on land)	—	—
Loss on disposal of fixed assets (including land)	—	—
Cost of Capital	6,577	7,051
Provisions provided for in year	—	—
Unwinding of discount on Provisions	—	—
Auditors remuneration	14,675	14,702
Total	<u><u>1,957,953</u></u>	<u><u>1,934,796</u></u>

NOTE 4 INCOME

4.1 Income from Activities

	2009	2008
	£	£
NIO student placements	47,504	38,766
Registration fees	258,628	216,195
Skills for Care and Development	141,749	131,224
Reform administration	27,630	34,671
Total	475,511	420,856

4.2 Other Operating Income

	2009	2008
	£	£
Other income from non-patient services	—	—
Charitable and other contributions to expenditure	—	—
Donated asset reserve transfer for Impairment	—	—
Donated asset reserve transfer for Depreciation	—	—
Profit on disposal of land	—	—
Interest receivable	—	—
Other income (specify where material)	—	—
Total	—	—

	2009	2008
	£	£

4.3 Reimbursements receivable in respect of provisions

Movements in reimbursable income from Clin neg Central Fund	—	—
Movements in reimbursable income for RPA	—	—
Total	—	—
TOTAL INCOME	475,511	420,856

NOTE 5 TANGIBLE ASSETS

5.1 Tangible fixed assets comprise the following elements:

Purchased Assets

Cost or Valuation	Land £	Buildings (excluding dwellings) £	Dwellings £	Assets under Construction £	Plant and Machinery (Equipment) £	Transport Equipment £	Information Technology (IT) £	Furniture and Fittings £	Total £
At 1 April 2008	—	26,192	—	—	21,460	—	188,502	—	236,154
Indexation	—	313	—	—	288	—	—	—	601
Additions	—	—	—	—	13,996	—	4,553	—	18,549
Reclassifications	—	—	—	—	—	—	—	—	—
Transfers	—	—	—	—	—	—	—	—	—
Revaluation	—	—	—	—	—	—	—	—	—
Impairments	—	—	—	—	—	—	—	—	—
Disposals	—	—	—	—	—	—	—	—	—
At 31 March 2009	—	26,505	—	—	35,744	—	193,055	—	255,304

NOTE 5 TANGIBLE ASSETS

5.1 Tangible fixed assets comprise the following elements (continued):

	Land £	Buildings (excluding dwellings) £	Dwellings £	Assets under Construction £	Plant and Machinery (Equipment) £	Transport Equipment £	Information Technology (IT) £	Furniture and Fittings £	Total £
Depreciation									
At 1 April 2008	–	15,492	–	–	10,510	–	115,139	–	141,141
Indexation	–	–	–	–	–	–	–	–	–
Reclassifications	–	–	–	–	–	–	–	–	–
Transfers	–	–	–	–	–	–	–	–	–
Revaluation	–	–	–	–	–	–	–	–	–
Impairments	–	–	–	–	–	–	–	–	–
Disposals	–	–	–	–	–	–	–	–	–
Reversal of Impairments Provided during the year	–	5,508	–	–	4,326	–	23,998	–	33,832
At 31 March 2008	–	21,000	–	–	14,836	–	139,137	–	174,973
Net Book Value									
At 31 March 2009	–	5,505	–	–	20,908	–	53,918	–	80,331
At 31 March 2008	–	10,700	–	–	10,950	–	73,363	–	95,013
Asset financing									
Owned									
Finance Leased	–	5,505	–	–	20,908	–	53,918	–	80,331
On b/s PFI contracts	–	–	–	–	–	–	–	–	–
Net Book Value	–	–	–	–	–	–	–	–	–
At 31 March 2009	–	5,505	–	–	20,908	–	53,918	–	80,331

The total amount of depreciation charged in the Net Expenditure Account in respect of assets held under finance leases and hire purchase contracts in Enil (2008 Enil)

NOTE 5 TANGIBLE ASSETS

5.2 Donated fixed assets comprise the following elements:

Cost or Valuation	Land	Buildings (excluding dwellings)	Dwellings	Assets under construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total
	£	£	£	£	£	£	£	£	£
At 1 April 2008	-	-	-	-	-	-	14,668	-	14,668
Indexation	-	-	-	-	-	-	-	-	-
Additions	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairments	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
At 31 March 2009	-	-	-	-	-	-	14,668	-	14,668

NOTE 5 TANGIBLE ASSETS

5.2 Donated fixed assets comprise the following elements (continued):

	Land £	Buildings (excluding dwellings) £	Dwellings £	Assets under construction £	Plant and Machinery (Equipment) £	Transport Equipment £	Information Technology (IT) £	Furniture and Fittings £	Total £
Depreciation									
At 1 April 2008	-	-	-	-	-	-	14,668	-	14,668
Indexation	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairments	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
Reversal of Impairments Provided during the year	-	-	-	-	-	-	-	-	-
At 31 March 2009	-	-	-	-	-	-	14,668	-	14,668
Net Book Value									
At 31 March 2009	-	-	-	-	-	-	-	-	-
At 31 March 2008	-	-	-	-	-	-	-	-	-
Asset financing									
Owned	-	-	-	-	-	-	-	-	-
Finance Leased	-	-	-	-	-	-	-	-	-
On b/s PFI contracts	-	-	-	-	-	-	-	-	-
Net Book Value									
At 31 March 2009	-	-	-	-	-	-	-	-	-

NOTE 6 INTANGIBLE ASSETS

	Purchased	Donated Software licences	Total
Cost or Valuation	£	£	£
At 1 April 2008	11,438	—	11,438
Indexation	(1,040)	—	(1,040)
Additions	—	—	—
Reclassifications	—	—	—
Transfers	—	—	—
Revaluation	—	—	—
Impairments	—	—	—
Disposals	—	—	—
	-----	-----	-----
At 31 March 2009	10,398	—	10,398
	=====	=====	=====
Amortisation			
At 1 April 2008	3,136	—	3,136
Indexation	—	—	—
Reclassifications	—	—	—
Transfers	—	—	—
Revaluation	—	—	—
Impairments	—	—	—
Disposals	—	—	—
Provided during the year	2,011	—	2,011
	-----	-----	-----
At 31 March 2009	5,147	—	5,147
	=====	=====	=====
Net Book Value			
	-----	-----	-----
At 31 March 2009	5,251	—	5,251
	=====	=====	=====
At 31 March 2008	8,302	—	8,302
	=====	=====	=====

NOTE 7 SUMMARY FIXED ASSETS

	Purchased	Donated	2009 Total	2008 Total
	£	£	£	£
Net book value:				
Land	—	—	—	—
Buildings (excluding dwellings)	5,505	—	5,505	10,700
Dwellings	—	—	—	—
Assets under construction	—	—	—	—
Plant and machinery (Equipment)	20,908	—	20,908	10,950
Transport Equipment	—	—	—	—
Information Technology (IT)	53,918	—	53,918	73,363
Furniture & Fittings	—	—	—	—
Total Tangible Fixed Assets	80,331	-	80,331	95,013
Total Intangible Fixed Assets	5,251	-	5,251	8,302
TOTAL ASSETS	85,582	-	85,582	103,315

NOTE 8 INVESTMENTS

The Council has no investments

NOTE 9 STOCKS

The Council has no stocks

NOTE 10 DEBTORS**10.1 Debtors: Amounts falling due within one year:**

	2009	2008
	£	£
Trade Debtors	—	—
HPSS Debtor	113,565	161,763
Deposits and advances	—	—
Other Government debtors	29,867	28,055
Clinical Negligence debtors	—	—
RPA debtor	—	—
Current part of PFI debtor	—	—
Other debtors	86,937	97,252
Other prepayments and accrued income	19,568	21,205
	<u>249,937</u>	<u>308,275</u>

The balances are net of a provision for bad debts of £nil (2008 £nil)

10.2 Debtors: Amounts falling due after more than one year:

	2009	2008
	£	£
Trade Debtors	—	—
Deposits and advances	—	—
Clinical Negligence debtors	—	—
RPA debtor	—	—
Other debtors	—	—
Other prepayments and accrued income	—	—
Sub Total	<u>—</u>	<u>—</u>
TOTAL DEBTORS	<u><u>249,937</u></u>	<u><u>308,275</u></u>

NOTE 10 DEBTORS

10.3 Intra-Government balances (Debtors)

Name	Amounts falling due within 1 year 2008/09 £	Amounts falling due within 1 year 2007/08 £	Amounts falling due after more than 1 year 2008/09 £	Amounts falling due after more than 1 year 2007/08 £
Balances with other central government bodies	143,432	189,818	—	—
Balances with local Authorities	—	—	—	—
Balances with NHS /HSC Trusts	—	—	—	—
Balances with public corporations and trading funds	—	—	—	—
Intra-Government Balances	143,432	189,818	—	—
Balances with bodies external to government	106,505	118,457	—	—
Total Debtors at 31 March 2009	249,937	308,275	—	—

NOTE 11.1 SHORT TERM INVESTMENTS

The Council has no short term investments.

NOTE 11.2 CASH

Cash at bank and in hand	2009 £	2008 £
Balance at 1st April	1,039,966	823,558
Net change in cash balances	244,068	216,408
Balance at 31st March	1,284,034	1,039,966

NOTE 12 CREDITORS

12.1 Creditors: Amounts falling due within one year:

	2009	2008
	£	£
Bank overdrafts	—	—
Trade capital creditors	—	—
Trade revenue creditors	—	—
HPSS/NHS creditors and accruals	1,090,202	660,839
Other Government creditors	24,037	56,002
Other taxation and social security	—	—
Payroll creditors	—	—
Clinical Negligence creditor	—	—
RPA creditor	—	—
Accruals and deferred income	—	—
Current part of finance leases	—	—
Current part of imputed finance lease of on balance sheet PFI	—	—
Other creditors	327,929	444,908
Sub Total	<u>1,442,168</u>	<u>1,161,749</u>

12.2 Creditors: Amounts falling due after more than one year:

HPSS/NHS creditors and accruals	—	82,810
Other creditors, accruals and deferred income	—	—
Finance leases	—	—
Imputed finance lease of on balance sheet PFI	—	—
Long term loans	—	—
Sub Total	<u>—</u>	<u>82,810</u>
TOTAL CREDITORS	<u>1,442,168</u>	<u>1,244,559</u>

NOTE 12 CREDITORS

12.3 Intra-government balances (Creditors)

Name	Amounts	Amounts	Amounts	Amounts
	falling due within 1 year 2008/09 £	falling due within 1 year 2007/08 £	falling due after more than 1 year 2008/09 £	falling due after more than 1 year 2007/08
Balances with other central gov bodies	1,114,239	704,751	—	82,810
Balances with local Authorities	—	—	—	—
Balances with NHS/HSC Trusts	—	12,090	—	—
Balances with public corporations and trading funds	—	—	—	—
Intra-Government Balances	<u>1,114,239</u>	<u>716,841</u>	<u>—</u>	<u>82,810</u>
Balances with bodies external to government	<u>327,929</u>	<u>444,908</u>	<u>—</u>	<u>—</u>
Total Creditors at 31 March 2009	<u><u>1,442,168</u></u>	<u><u>1,161,749</u></u>	<u><u>—</u></u>	<u><u>82,810</u></u>

NOTE 13 PROMPT PAYMENT POLICY**13.1 Public Sector Payment Policy – Measure of Compliance**

The Department requires that the Council pays non HPSS trade creditors in accordance with the CBI Prompt Payment Code and Government Accounting Rules. The Council's payment policy is consistent with the CBI prompt payment codes and Government Accounting rules and its measure of compliance is:

	2009	2008
	Number	Number
Total bills paid	2,344	1,320
Total bills paid within 30 day target	2,094	1,174
% of bills paid within 30 day target	89.3%	88.9%

13.2 The Late Payment of Commercial Debts Regulations 2002

There was no amount paid to small businesses during the year under this legislation.

NOTE 14 PROVISIONS**Note 14.1 Provisions for liabilities and charges**

The Council has no provisions for liabilities and charges.

NOTE 15 LOANS

The Council has no loans

NOTE 16 RESERVES

16.1 Movements on Reserves

				2009	2008
	General Fund £	Revaluation Reserve £	Donation Reserve £	Total £	Total £
At 1 April 2008	206,997	—	—	206,997	195,924
Revaluation of fixed assets	601	—	—	601	(8,756)
Impairment of fixed assets	—	—	—	—	—
Donated assets receipts	—	—	—	—	—
Release of reserves to Net Expenditure Account	—	—	—	—	—
Non cash charges - cost of capital	6,577	—	—	6,577	7,051
Non cash charges - auditors remuneration	14,675	—	—	14,675	14,702
Transfer between reserves	—	—	—	—	—
Net expenditure for year	(2,919,333)	—	—	(2,919,333)	(2,700,924)
PDC	—	—	—	—	—
Cash drawdown	<u>2,867,868</u>	<u>—</u>	<u>—</u>	<u>2,867,868</u>	<u>2,699,000</u>
At 31 March 2009	<u>177,385</u>	<u>—</u>	<u>—</u>	<u>177,385</u>	<u>206,997</u>

NOTE 17 RECONCILIATION OF MOVEMENT IN GOVERNMENT FUNDS

	2009	2008
	£	£
Net expenditure	(2,898,081)	(2,679,171)
Gains/(losses) from revaluation/indexation of purchased fixed assets	601	(8,756)
PDC issued	—	—
Cash draw down	2,867,868	2,699,000
Additions (reductions) in other reserves	—	—
Net Movement in Government funds	<u>(29,612)</u>	<u>11,073</u>
Government funds at 31 March 2008	<u>206,997</u>	<u>195,924</u>
Government funds at 31 March 2009	<u><u>177,385</u></u>	<u><u>206,997</u></u>

NOTE 18 FINANCIAL PERFORMANCE TARGETS

18.1 Revenue resource Limit

The Council is given a Revenue Resource Limit which it is not permitted to overspend

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

	2009	2008
	£	£
HSC Board allocation	—	—
SUMDE & NIMDTA	—	—
DHSSPS resource budget	2,847,868	2,679,101
Other Gov Department	—	—
Revenue Resource Limit	<u>2,847,868</u>	<u>2,679,101</u>

The following non cash costs are excluded from net expenditure to calculate net resource outturn.

	2009	2008
	£	£
Non cash costs:		
Depreciation	33,832	36,382
Cost of Capital	6,577	7,051
Amortisation	2,011	2,239
Impairments	1,040	—
Loss on disposal of land & buildings	—	—
Notional audit fees	14,675	14,702
Other Provisions	—	—
Other	—	—
Total Adjustments	<u>58,135</u>	<u>60,374</u>

18.2 Capital Resource Limit

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

	2009	2008
	£	£
Gross Capital Expenditure	18,549	19,237
Receipts from sales of fixed assets	—	—
Net capital expenditure	<u>18,549</u>	<u>19,237</u>
Capital Resource Limit	<u>20,000</u>	<u>19,899</u>
Underspend against CRL	<u>(1,451)</u>	<u>(662)</u>

NOTE 18 FINANCIAL PERFORMANCE TARGETS**18.3 Break even performance**

	Note	2008/09 £	2007/08 £
Revenue Resource Limit	18.1	2,847,868	2,679,101
Income from Activities	4.1	475,511	420,856
Total income		3,323,379	3,099,957
Break Even in year position		(13,330)	38,551

Materiality Test:

	2008/09 %	2007/08 %
Break Even in year position as % of income	(0.401%)	1.244%

NOTE 19 COMMITMENTS UNDER LEASES**19.1 Operating Leases**

Commitments under operating leases to pay rentals during the year following the year of these accounts are given in the table below, analysed according to the period in which the lease expires.

Obligations under operating leases comprise;	2009 £	2008 £
<u>Land & Buildings</u>		
Expiry within 1 year	—	—
Expiry after 1 year but not more than 5 years	165,600	169,200
Expiry thereafter	—	—
	<u>165,600</u>	<u>169,200</u>
<u>Other</u>		
Expiry within 1 year	—	—
Expiry after 1 year but not more than 5 years	2,418	2,418
Expiry thereafter	—	—
	<u>2,418</u>	<u>2,418</u>

The Council has no finance leases.

NOTE 20 CAPITAL COMMITMENTS

The Council has no capital commitments.

NOTE 21 COMMITMENTS UNDER PFI CONTRACTS

The Council has no commitments under PFI contracts.

NOTE 22 OTHER FINANCIAL COMMITMENTS

The Council has no other financial commitments.

NOTE 23 FINANCIAL INSTRUMENTS

Because of the relationships within the HPSS, 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 has 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 Council is exposed to little credit, liquidity or market risk.

NOTE 24 CONTINGENT LIABILITIES

There are no contingent liabilities in respect of the Council.

NOTE 25 LOSSES & SPECIAL PAYMENTS

There were no losses or special payments reported in the year to 31 March 2009.

NOTE 26 RELATED PARTY TRANSACTIONS

The Northern Ireland Social Care Council is a Non-Departmental Public Body sponsored by the Department of Health, Social Services and Public Safety.

The Department of Health, Social Services and Public Safety is regarded as a related party. During the year NISCC has had various material transactions with the Department and with other entities for which the Department of Health, Social Services and Public Safety is regarded as the parent Department, particularly with the NI Central Services Agency for Health & Social Services which provides financial, human resources and procurement services to NISCC through Service Level Agreements.

None of the board members of NISCC, members of the key management staff or other related parties has undertaken any material transactions with the Council during the year.

NOTE 27 THIRD PARTY ASSETS

At 31 March 2009 the Council held no assets on behalf of third parties.

NOTE 28 POST BALANCE SHEET EVENTS

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

NOTE 29 NOTES TO THE CASHFLOW STATEMENT

29.1 Reconciliation of net expenditure to operating cash flows

	Note	2009 £	2008 £
Net expenditure		(2,919,333)	(2,700,924)
Adjustments for non cash transactions	3.0	58,135	60,374
Profit on sale of fixed assets	3.0	—	—
Transfer from donation reserve		—	—
Increase/(decrease) in provisions		—	—
Decrease/(increase) in debtors		58,338	(161,386)
Increase in creditors		197,609	339,243
Net cash outflow from operating activities		(2,605,251)	(2,462,693)

29.2 Reconciliation of net cash flow to movement in net debt

	2009 £	2008 £
Increase in cash in the year	244,068	216,408
Cash inflow from new debt	—	—
Cash outflow from debt repaid and finance lease capital payments	—	—
Cash (inflow)/outflow from decrease/increase in liquid resources	—	—
Change in net debt resulting from cash flows	244,068	216,408
Non-cash changes in debt	—	—
	244,068	216,408
Net Debt at 1 April 2008	1,039,966	823,558
Net Debt at 31 March 2009	1,284,034	1,039,966

29.3 Analysis of changes in net fund

	At 1 April 2008 £	Cash flows £	Non-cash changes £	At 31 March 2009 £
Cash at bank and in hand	1,039,966	244,068	-	1,284,034
Bank overdrafts	—	—	—	—
Debt due within 1 year	—	—	—	—
Debt due after 1 year	—	—	—	—
Finance leases	—	—	—	—
Current asset investments	—	—	—	—
	—	—	—	—
	1,039,966	244,068	—	1,284,034

Appendix 1 – Membership of Committees

Business Management Committee

Chair: Mrs Julie Erskine

Members: Mrs Geraldine Campbell
Mrs Ruth Lavery
Mr Brendan McKeever
Mrs Maire McMahon
Mr James Perry
Mrs Eleanor Taggart

NISCC Officer: Mr Mark Bradley

Registration and Regulation of the Workforce Committee

Chair: Mrs Gillian McCaughey

Members: Mr Joe Blake
Mrs Ruth Lavery
Mrs Maire McMahon
Mr James Perry
Dr Trevor Spratt
Mrs Eleanor Taggart

NISCC Officer: Ms Patricia Higgins

Education and Training Committee

Chair: Mr Glenn Houston

Members: Mr Joe Blake
Mrs Geraldine Campbell
Mrs Julie Erskine
Ms Miriam Karp
Mr Brendan McKeever
Dr Trevor Spratt

NISCC Officer: Mrs Lorraine Simmons

Audit Committee

Chair: Mr James Perry

Members: Mrs Julie Erskine
Mr Glenn Houston
Mrs Gillian McGaughey
Mrs Ruth Lavery

NISCC Officer: Mr Mark Bradley

Workforce Development Committee

Chair: Mr Glenn Houston

Members: Ms Judi Allen
Mr Joe Blake
Ms Joan Boylan
Ms Joyce Cairns
Mrs Geraldine Campbell
Ms Fidelma Carolan
Mrs Julie Erskine
Ms Roisin Foster
Ms Miriam Karp

Ms Jill McAteer
Mr Brendan McKeever
Mr Norman McKinley
Ms Patricia McVeigh
Mr Ian Montgomery
Ms Bridget Nodder
Ms Christine Smyth
Dr Trevor Spratt
Ms Christine Thompson

NISCC Officer: Mrs Lorraine Simmons

Remuneration Committee

Chair: Dr Jeremy Harbison CB

Members: Mrs Julie Erskine
Mrs Gillian McGaughey

Mr Glenn Houston
Mr James Perry

NISCC Officer: Mr Mark Bradley

Participation Group

From 8 December 2008

Chair: Mrs Geraldine Campbell

Members: Mrs Sharon Doherty
Ms Miriam Karp (Vice Chair)
Mrs Rosemary McGarry
Mrs Maria Somerville

Mr Derek Follis
Mrs Emma McDowell
Mr Uel McIlveen
Ms Alicia Toal

**NISCC
Officer:** Mr Mark Bradley

Registrants' Committee

Chair: Mr Brian Smyth (NIPSA)

**Deputy
Chair:** Ms Sharon Woods (UNISON)

Members: Mr Damien Campbell (UNISON)
Mr Frank Carter (Student Representative)
Ms Eithne Darragh (BASW)
Ms Janette Ferguson (UNISON)
Mr Damien McGuire (NIPSA)
Ms Geraldine Mullan (NIPSA)
Mr Sam Murphy (NIPSA)
Mr Paul O'Donnell (UNISON)

NISCC Ms Patricia Higgins

Appendix 2 – NISCC Staff

NISCC Staff

1 April 2008 to 31 March 2009

Senior Management

Chief Executive

Mr Brendan Johnston

Director of Registration

Ms Patricia Higgins

Director of Training

Mrs Lorraine Simmons

Director of Corporate Services

Mr Gerry Campbell (left June 2008)

Mr Mark Bradley (commenced October 2008)

Professional Advisers

Mrs Veronica Callaghan (on secondment)

Mrs Alison Kavanagh

Ms Gerardine Cunningham

Mr Paul Kearney

(commenced September 2008)

Mrs Jan Houston (commenced September 2008)

Ms Sharon McAteer (left September 2008)

Mrs Christine Johnston

Mrs Colleen Stirling

Support Staff

PA to Chair and Chief Executive

Mrs Siobhan Craig

Committee Clerk/Business

Mrs Caroline Cumberland

Support Officer

Ms Angelina O'Neill (Maternity cover from Oct 2008)

IT/Records Management Officer

Mr Mark Patton

Communications Officer

Mrs Andre McKeown

Miss Laura Campbell (Maternity leave cover until Oct 08)

Administrator

Ms Dorothy Keefe

Information Officer

Mrs Mairead Harkin

Assistant Administrator (Finance)

Mrs Julie Dines

Receptionist

Vacant

Personal Secretary/Administrative Staff

Mrs Peggy Carlile

Ms Siobhan Loughran

Mrs Cathy Kennedy

Ms Jackie Ogilvie

Registration Staff

Registration Manager

Ms Ann Crawford (left August 2008)

Mr David McCracken (commenced October 2008)

Registration Officer

Ms Ruth Hutchison (on secondment)

Conduct Officer

Mrs Denise Rooney

Registration Administrators

Ms Laura Keenan

Ms Jillian Major

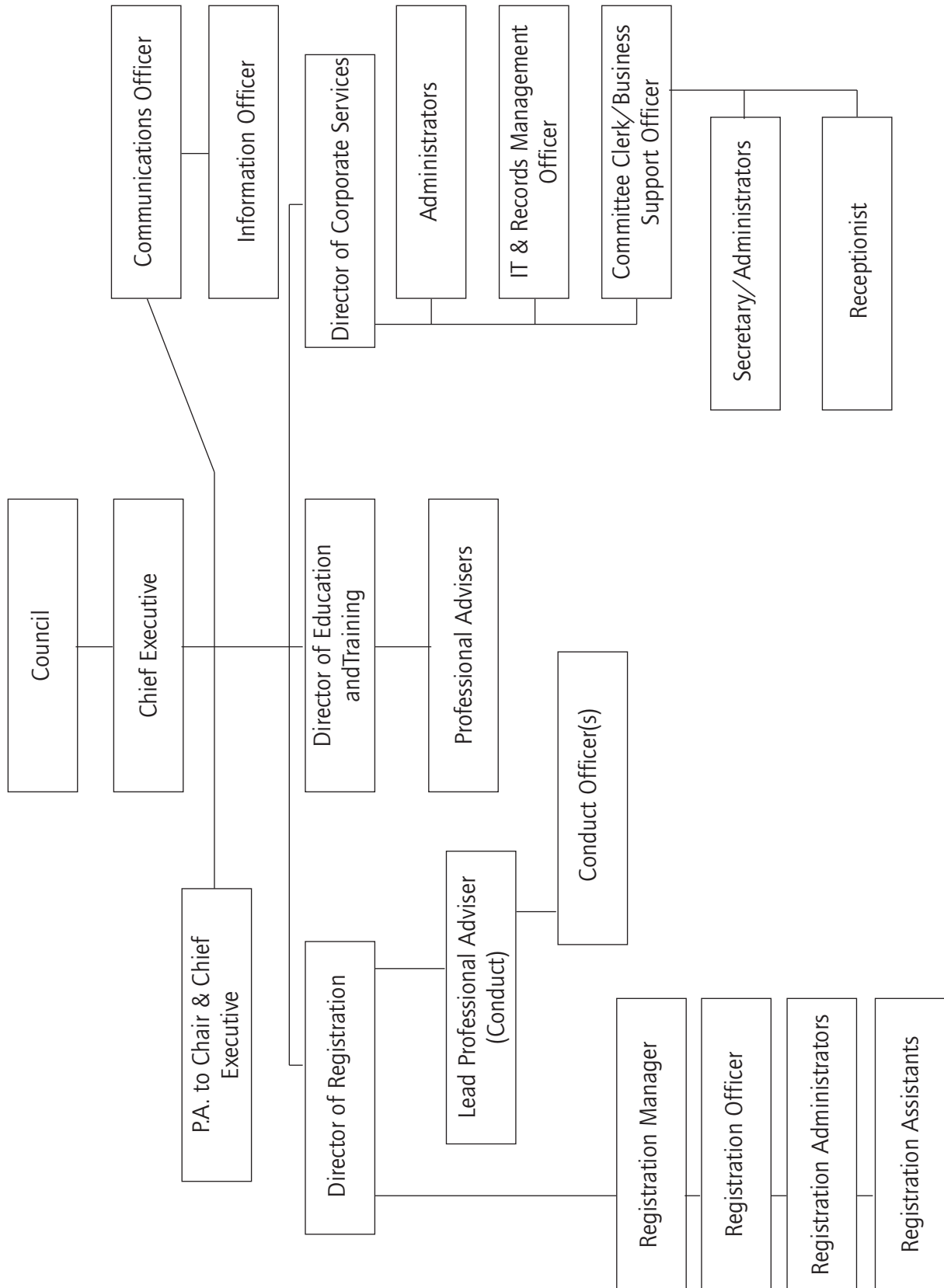
Mrs Fiona Morgan

Mr Niall Thurrat

Registration Assistants

Ms Una Doherty
Ms Justyna Dominiuk
Mr Matthew Fulton
Mr Noel Keenan
Mrs Paula Lewis (left February 2009)
Ms Laura McEldowney
Mr Gary McKenna
Mr Darren Mullan (left September 2008)
Miss Alina Semjanova
Ms Claire Taylor

Appendix 3 Organisational Chart



Feedback

We hope that this report has offered you a useful overview of the activities of the NISCC.

The NISCC is committed to openness and inclusivity and would welcome comments and feedback on any aspect of its work.

Your feedback is important to enable us to continually improve the work that we do so that there may exist a safe, competent and effective social care workforce within Northern Ireland, capable of delivering quality services in a manner that promotes and maintains public confidence.

If you wish to make a comment, or receive any of the NISCC's publications, please contact:

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