

**Northern Ireland Social Care Council  
Confirmed Minutes of Council Meeting & Board Self-Assessment  
Wednesday 16<sup>th</sup> January 2019 at 10.00a.m  
NISCC Offices, Millennium House, Belfast**

**Present: Council**

Paul Martin (Chair)

Noelle Barton

Neil Bodger

Sarah Browne

Roslyn Dougherty

Gerry Guckian

David Hayes

Christine Hunter

Catherine McPhillips

Anne O'Reilly

Lee Wilson

**In Attendance:**

Patricia Higgins - Interim Chief Executive

Declan McAllister- Director of Registration & Corporate Services

Maureen Martin – Council Secretary

Marian O'Rourke – Interim Director of Regulation & Standards

Sandra Stranaghan - Policy & Operations Manager

June Champion, Leadership Centre - facilitator for Board Self-Assessment session,

**Observer:**

Lorraine Conlon, Government Liaison Officer

Fiona McMahon, Board Apprentice

**Apologies:**

Carolyn Ewart, Deputy Chair of Registrants' Forum

Jacqui McGarvey, Council member

Roberta Magee , Chair of Registrants' Forum

Brenda Maitland, Council member

Item		Presenter
1.	<b>Welcome and Apologies</b>	

1.1	The Chair addressed NISCC staff and Council members and one minutes silence was held in memory of Kevin Mulhern.	<b>Chair</b>
1.2	Apologies were received from Carolyn Ewart, Brenda Maitland, Jacqui McGarvey and Roberta Magee.	<b>Chair</b>
1.3	The Chair noted that a facilitated session on Board Self-Assessment would take place after the Council meeting at 11.45a.m.	
<b>2.</b>	<b>Declarations of Interest</b>	<b>Chair</b>
2.1	No Declarations of Interest were received.	
<b>3.</b>	<b>Chair's Business</b>	<b>Chair</b>
3.1	<p>The Chair noted his attendance at the following:</p> <ol style="list-style-type: none"> <li>1. Follow up Accountability meeting with the Chief Social Work Officer of Social Services, Office of Social Services and a good report on NISCC was received;</li> <li>2. An introductory meeting with officials at Social Care Wales and the Chair and officials at the Scottish Social Services Council. These meetings gave an insight into how other regulators are operating at the interface with government and highlight the importance of information sharing across the UK regulatory bodies. Information from the meetings will be shared with Council members at a future strategic session ;</li> <li>3. Meeting with Anne McMurray, Department of Health on behalf of Sean Holland in relation to discovery for a pre Landscape review and the strengths and weaknesses of NISCC. The Chair noted the presentation delivered to the Permanent Secretary had been well received and was useful in informing discussions on the Landscape Review, A report is expected from Ms. McMurray and this will go towards informing the landscape review. Members will be kept updated and information will be shared for review;</li> <li>4. Senior Leadership Network - the Chair advised the meeting had involved a useful exchange on the expectations of NISCC by Social Care and Social Work registrants and employers. It was agreed that the Chair will meet individually with the Directors of Social Work within each</li> </ol>	

	Health & Social Care Trust; 5. NICON Conference – a useful strategic workshop has been held since the last Council meeting and consensus was reached on the way forward.	
3.2	The Chair congratulated Council member, Neil Bodger on his recent appointment as Board member to Probation Board Northern Ireland (PBNI).	
3.3	The Chair expressed appreciation and thanks to Council member, David Hayes, for his research for the Relationship Matters report that was jointly launched in December 2018 by NISCC, PCC and BASW.	
3.4	The Chair confirmed that recruitment for the Chief Executive post would not be undertaken until after the Landscape Review has been completed. The Chair confirmed that a query has been raised regarding the reappointment of Council members whose contracts are due to end at the end of March 2019. Council members will be kept apprised of updates from Sponsor Branch.	
<b>4.</b>	<b>Interim Chief Executive's Report</b>	<b>Interim Chief Executive</b>
4.1	<p>The interim Chief Executive reported on external and internal engagement undertaken since the last Council meeting on 10<sup>th</sup> October and invited questions from members.</p> <p>Discussion took place on the possible need to reform the Professional Strategic Issues Group, in light of intelligence and learning coming from the recent review of Dunmurray Manor and the need to have a line of sight on professional issues in Social Work.</p> <p>The Chief Executive encouraged Council members to attend the launch on 7<sup>th</sup> February of the updated research document coproduced by NIASW and Dr. Joe Duffy, Ulster University.</p>	
<b>5.</b>	<b>Minutes of Council Meeting of Wednesday 10th October 2018 ( for approval)</b>	
5.1	The Minutes of the Council meeting of Wednesday 10th October	

	2018 were approved subject to the following minor amendments: <ul style="list-style-type: none"> <li>• Amend apologies list;</li> <li>• Add Board Apprentice to attendance list;</li> <li>• Amend title to Interim Director of Regulation &amp; Standards.</li> </ul>	
<b>6.</b>	<b>Matters Arising</b>	
6.1	None	
<b>7.</b>	<b>Business Matters</b>	
7.1	<i>Finance Report – Paper C ( for approval)</i>	
7.1.1	<p>The Director of Registration &amp; Corporate Services advised that the document provided an update to the Council on the current financial position at the end of November 2018. Council were asked to consider approval of two capital business cases outlined at Appendix 2 ; NISCC Website Transformation project and the Development of the Regional Registration System for the Social Work and Social Care Sectors.</p> <p><b>Action: Council members approved the Finance Report and the two capital business cases; NISCC Website Transformation project and the Development of the Regional Registration System for the Social Work and Social Care Sectors</b></p>	
7.2	<i>Business Plan Draft 2019/20 – Paper D( for review)</i>	
7.2.1	<p>The Policy &amp; Operations Manager presented the draft Business Plan 2019/20.</p> <p>Following review and discussion, it was agreed that the joint Business Plan review session for Council, Participation Partnership members and staff would be arranged for February, instead of on 13<sup>th</sup> March.</p> <p><b>Action: A date for a joint Business Plan review session for Council, Participation Partnership members and staff to be arranged for February 2019.</b></p>	
<b>8.0</b>	<b>Performance Reporting</b>	

8.1	<i>Business Performance Report at November 2018 – Paper E ( for approval)</i>	
8.1.1	<p>The Director of Registration &amp; Corporate Services spoke to the Business Performance Report at November 2018. The report provided an update to Council on business performance for the month of November 2018 and an overview of cumulative progress for the financial year along with a summary of the activity planned for the next three months of 2018/19.</p> <p>Following review and discussion the Business Performance Report at November 2018.</p> <p><b>Action: Council approved the Business Performance Report at November 2018.</b></p>	
<b>9.</b>	<b>Partnership Updates</b>	
9.1	<i>Participation Partnership Forum unconfirmed minutes 13 December 2018 – Paper F ( for information)</i>	
9.1.1	<p>The Deputy Chair gave an overview on the work of the Partnership.</p> <p><b>Action: Council approved the Participation Partnership Forum unconfirmed minutes of 13 December 2018.</b></p>	
9.2	<i>Workforce Development unconfirmed minutes of 12th December 2018 – Paper G ( for information)</i>	
9.2	<p>Following review of the Workforce Development unconfirmed minutes of 12th December 2018 the following minor amendment was noted:</p> <ul style="list-style-type: none"> <li>• Addition of Committee member, Neil Bodger to be added to the apologies list</li> </ul> <p><b>Action: Council approved the Workforce Development unconfirmed minutes of 12th December 2018 subject to amendment.</b></p>	
9.3	<i>PiP Partnership unconfirmed minutes 5th December 2018 – Paper H ( for information)</i>	
9.3.1	<p>Following review, the PiP Partnership unconfirmed minutes of 5th December were approved.</p> <p><b>Action: Council approved the PiP Partnership unconfirmed minutes of 5th December 2018</b></p>	

<b>10.</b>	<b>Governance</b>	
10.1	<i>Risk Progress Report Oct – Dec 2018 – Paper I (to note)</i>	
10.1.1	<b>Action: Council approved the Risk Progress Report Oct – Dec 2018</b>	
<b>11.</b>	<b>AOB</b>	
11.1	<i>Date(s) of next meetings</i>	
11.1.1	The following dates were noted: <ul style="list-style-type: none"> <li>• 10.00a.m Wednesday 13th March - Council Strategic Session</li> <li>• 10.00a.m Wednesday 17th April - Council Meeting</li> </ul>	
<b>11.2</b>	<b>Action: Council Bios to be circulated for review and update</b>	<b>Admin</b>
<b>11.45a.m</b>	<b>Board Self Assessment Facilitated Workshop</b>	
	<p>June Champion, facilitator, HSC Leadership Centre lead a workshop on Board Self Assessment and delivered a presentation outlining the objectives for the session:</p> <ul style="list-style-type: none"> <li>• To provide a high level summary of context and background to the Board Governance Self Assessment Tool;</li> <li>• To outline the process for self-assessment;</li> <li>• To discuss best practice indicators and key risk factors in respect of the 4 sections;</li> <li>• To outline next steps for the Board in completing the process;</li> <li>• To provide Board members with an opportunity to discuss potential case studies.</li> </ul> <p>Actions agreed were:</p> <ul style="list-style-type: none"> <li>• On Board Audit training to be arranged for Council members;</li> <li>• Less generic HSC training and more ALB specific, proportionate Board training programme needed to be developed for Council members particularly around Risk</li> </ul>	<p><b>Admin</b></p> <p><b>DRCS</b></p>

	<p>Management;</p> <ul style="list-style-type: none"> <li>• Subcommittee structure, standardised Terms of Reference and work plans to be developed aligning to overarching work of Council – this would be helpful for new members and to inform the Landscape Review;</li> <li>• Review and update of Council members pen pics to be completed;</li> <li>• Dates of Council meetings to be issued to Participation Partnership Forum members;</li> <li>• Joint Council/Participation Partnership forum/staff date to be arranged for a review of the draft Business Plan;</li> <li>• Board Self Assessment Case Study to be developed and shared with Council by March.</li> </ul>	<p><b>DRCS</b></p> <p><b>Admin</b></p> <p><b>Admin</b> <b>Admin</b></p> <p><b>DRCS</b></p>
<b>1.30p.m</b>	<b>Council Strategic Session: Presentation and discussion on the Northern Ireland Social Work Degree Partnership (NIDSWP)</b>	
	Joan Broder, Chair and Joanne Lytle, Professional Officer were in attendance to deliver a presentation to the Council on the Northern Ireland Degree in Social Work Partnership (NIDSWP)	

**Signed by Paul Martin, Chair of the Social Care Council**

**Date: 17<sup>th</sup> April 2019**

**Signature:**

