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Council



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Annual Report and Accounts 2006-07





SSSC annual report and accounts
1 April 2006 to 31 March 2007

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Convener's foreword

"This annual report
highlights our
successes and the
real progress we
are making in all
areas of our work"



This has been a year of intense activity for the Scottish Social Services Council as we continue to work towards meeting our key responsibility of making a difference to, and improving the lives of, people who use social services in Scotland.

This annual report highlights our successes throughout the year and the real progress we are making in all areas of our work as we meet that responsibility.

I am very pleased to report that the SSSC has made significant progress in just a few years in our work as the regulator of the social service workforce and its education and training, as a partner in the Scottish Practice Learning Project (SPLP) and as part of Skills for Care and Development. We are working to build a competent, confident and valued social service workforce that can make a positive contribution to the lives of those who use its services.

A recurring theme for the SSSC and the sector since we were established in 2001 is the changing and developing context in which we work and this is both a challenge and an opportunity for all of us. During this year we have contributed to the change and improvement agenda through our roles in the implementation of the 21st Century Review of Social Work and the National Review of the Early Years and Childcare Workforce. Ensuring that we have a skilled and qualified workforce providing high quality social services is the central theme of our work. The need to meet the qualification requirements set for registration has meant that many more social service workers are completing relevant training and education. In future years, we hope to be able to measure the impact a qualified workforce is having on the people who use social services.

This year we opened the Register to workers in day care of children services, one of the largest groups of social service workers. Registered social service workers must uphold the high standards set out in the SSSC Codes of Practice and make a commitment to developing and improving their practice throughout their careers to help ensure that they are delivering better care services. This year we have continued to take action against the small minority of workers who have failed to meet these standards. We have done this in a fair and thorough manner which focuses on protection of the public but which also aims to assist workers to address failings in their practice by setting, where appropriate, specific conditions on their registration.

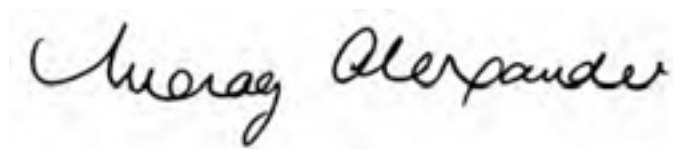
Several major projects got underway aimed at developing the workforce and helping employers and workers to get the right skills mix for the services they provide. These include the Sector Skills Agreement process which will ensure that employers and training providers can develop a workforce to meet the needs of service users now and for the future. This year we piloted materials designed to recognise prior learning

and assist workers to gain the qualifications they need for registration. This flexible approach to learning and development will ensure that the competence and skills already in the workforce can be taken into account in assessing qualifications. But developing the workforce isn't something we can do on our own. Our ambitious agenda can be achieved only with the support of our partners. So we will continue to work in close collaboration respecting and listening to the views of our partners and stakeholders, ensuring that we provide meaningful opportunities for them to inform our decisions and policies.

This is my final annual report as Convener of the SSSC and I am delighted that this year we were awarded Investor in People status. As an organisation that promotes learning and development to the sector we want to lead by example: the staff of the SSSC are committed to a continuous improvement agenda for themselves as well as the wider workforce. In my time as Convener, I have been both impressed and humbled by the professionalism, abilities, expertise and commitment of the staff team and I thank them for their hard work.

It has been an enormous privilege and pleasure for me to work with the SSSC over the past five years. My fellow Council Members and I have relished the experience of being in the beginning of a process whose aims – professionalising the workforce and protecting and raising standards for people who use services – fit so well with our own values. We have worked well together and with our partners, and I thank them all for their insights and support in helping to establish the Council as the respected and credible body it is today.

I wish my successor all the best. I hope the new Convener will enjoy working with Chief Executive Carole Wilkinson and her team and with Council Members as much as I have.

A handwritten signature in black ink, reading 'Morag Alexander', written in a cursive style.

Morag Alexander

Convener
SSSC



management commentary

"The SSSC's vision
is of a competent,
confident and
valued social
service workforce"

About the Scottish Social Services Council

The Scottish Social Services Council (SSSC) was established in October 2001 as part of the UK-wide drive to raise standards in social services.

The SSSC is responsible for establishing a register of people who work in social work, social care and early education and child care in Scotland and for making sure that the education and training of the social service workforce meets the needs of the sector now and for the future.

Based in Dundee, the SSSC is a non-departmental public body set up under the Regulation of Care (Scotland) Act 2001. The Social Work Services Policy Division, part of the Scottish Executive Department for Education and Young People oversees and monitors the work of the SSSC.

The SSSC's vision is of a competent, confident and valued social service workforce.

We will achieve this vision by:

- putting people who use services and carers at the heart of everything we do
- being a champion of the social service sector
- promoting the importance of education, training and workforce development as part of the drive to raise standards
- anticipating and being responsive to policy developments and wider initiatives in the sector
- regulating and registering the social service sector
- being open, accountable, accessible and responsive
- working in partnership with our stakeholders.

Our objectives are:

- to protect those who use services
- to raise standards of practice
- to strengthen and support the professionalism of the workforce.

In doing this we will also seek to:

- raise public confidence in the workforce.

To achieve our objectives we have a number of responsibilities:

- register and regulate key groups of social service workers
- publish Codes of Practice for all social service workers and their employers
- regulate the training and education of the workforce
- promote education and training
- undertake the functions of the Sector Skills Council, Skills for Care and Development (SfCD); this includes workforce planning and development.

Our objectives and responsibilities aligned with our priorities can be categorised under three headings:

- registering and regulating the workforce
- building the capability and capacity of the workforce
- developing the SSSC as an organisation that leads by example.

Our context

The people

There are around 138,000 people working in social services in Scotland and they provide services to half a million people.

Social trends

Some key demographic changes and technological changes are leading to an increase in the number of people using social services:

- the population is ageing, and there are increasing numbers of older people with dementia or Alzheimer's disease
- people with disabilities, including those with severe disabilities are enjoying longer life expectancy
- the population is becoming more transient and culturally diverse
- the use of technology will lead to new ways of delivering and using services.

People who use social services also have changing expectations:


- more people want to be supported to remain at home and maintain their independence
- people are becoming more assertive in expressing their choices and challenging poor services
- people expect services to be delivered in a range of ways.

The SSSC must support the social service workforce to respond to these changes and we will take them into account in all areas of our work.

The policy context

The Scottish Social Services Council is part of a regulatory and excellence framework for social services, which comprises:

- Care Commission
- Social Work Inspection Agency
- The Scottish Institute for Excellence in Social Work Education
- The Centres for Excellence.



The General Social Care Council, the Care Council for Wales and the Northern Ireland Social Care Council were set up at the same time as the SSSC and are respectively responsible for regulating the social care workforce in England, Wales and Northern Ireland. The SSSC works closely with these bodies to align, where possible, policies in relation to registration and regulation of social service workers.

The SSSC is part of Skills for Care and Development (SfCD); the sector skills council for the social care, children and young people's workforce in the UK. Our partners in SfCD are Skills for Care who deal with adult care in England, the Children's Workforce Development Council in England, the Care Council for Wales and the Northern Ireland Social Care Council.

During this year we worked closely with the Scottish Executive in implementing the recommendations and actions arising from:

- Changing Lives: 21st Century Social Work Review
- The National Strategy for the Development of the Social Service Workforce in Scotland - A Plan for Action 2005 – 2010
- The National Review of the Early Education and Childcare Workforce
- A National Framework for Service Change in the NHS in Scotland.

There are clear links between the 21st Century Review Report and its recommendations, the National Strategy for the Development of the Social Service Workforce and the training and development of the workforce. Published in 2006, the Scottish Executive report, **Changing Lives: 21st Century Social Work Review** will continue to inform the work of the SSSC over the next few years with the SSSC playing a major part in taking forward initiatives in the action plan. **Changing Lives** is the change programme for social work services in Scotland. The five year programme involves five Change Programmes led by senior people in social work services. The Chief Executive of the SSSC is the Chair of the Workforce Change Programme and other senior officers of the SSSC are members of the other Change Programmes.

To achieve a qualified and supported workforce is the core business of the SSSC. The SSSC leads the work on developing career pathways and career progression and on scoping the need to develop new roles in social services. We are contributing to work on:

- developing social workers to practise as accountable and autonomous professionals
- developing leadership and management at all levels
- building the capacity of the workforce which is about increasing knowledge and skills in the workforce and addressing skill gaps and shortages.

The **National Review of the Early Years and Childcare Workforce** was launched in August 2006. The SSSC is playing a leading role in the implementation of a number of initiatives contained in this Review particularly in relation to the training, development and registration of early education and child care workers.

The SSSC and the social service sector of the future

What impact is the work of the SSSC having now and for the future?

Improved services for people who use services and carers

Services are increasingly delivered by registered social service workers. In time, people who use services will be assured that only competent and suitable people are working in social services and that the people working with them will be continually improving their skills and knowledge.

A competent and confident workforce

We will have workers who are confident in their work - they will have gained qualifications or be working towards achieving them. There will be opportunities for them to have their existing skills and experience validated.

There will be increased opportunities for career progression and development. Already we are developing a range of resources that will help workers and employers plan career pathways and career development.

A motivated and valued workforce with increased opportunities will remain in the sector. This will lead to improved services.

Public confidence in the sector

The sector will highlight, with confidence, the ways that they make a difference. Events such as the Care Accolades are growing and provide more opportunities to increase understanding of the social services sector.

The sector can confidently state that they are a regulated profession.

A workforce ready for the future

New qualifications that recognise the need for integrated working will be in place and will be based on the nationally recognised standards of the sector.

Future social workers will be well prepared for their working life as they benefit from a wider range of practice learning opportunities. The Post Registration Training and Learning (PRTL) requirements for newly qualified social workers will help ensure that all these workers receive a thorough induction to the duties and responsibilities of their first jobs as social workers and support to consolidate and apply the learning they achieved on their social work courses.

It is anticipated that the raised status of the workforce and the wider recognition of the work of the social service workforce will result in increased numbers applying to work in the sector.

The SSSC as an employer

Equal opportunities

The SSSC has an Equalities and Diversity policy. The policy is intended to promote and support equality in terms of recruitment, training and advancement.

The SSSC pursues positive action in its policies and practices to encourage equal treatment and to support individuals who believe they are being discriminated against either directly or indirectly, unlawfully or unjustifiably because of their personal status in relation to race, ethnic or national origin, religion, age, gender, sexual or marital status or disability.

Provision of information to employees

The SSSC has adopted the principles of openness and participation in its organisation and places a high level of importance on both informing and consulting staff. It does so by providing access to Council and management papers, through verbal and written briefings at staff meetings and events. Information is only withheld where this can be shown to be justified or where a duty of confidence is owed to a third party. The SSSC has established a formal Partnership Forum, comprising representatives from the recognised trade union. Through the Forum, staff are informed and consulted upon all aspects of their employment, including health and safety at work. A quarterly newsletter is also circulated by the communications team as well as an internal email newsletter. All staff have access to the intranet and the SSSC website.

Summary of key activity in 2006/07

During 2006/07, we made significant progress towards raising standards of practice, increasing the professionalism of the workforce and increasing the protection of the people who use social services and carers.

- The Register was opened to managers and practitioners of day care of children services, further increasing the protection of the people who use social services. From October 2006 to 31 March 2007 we received 16,211 requests for application packs. There are about 27,000 workers in this group, making it one of the largest groups that we will register.
- We continued to promote the Codes of Practice for Social Service Workers and Employers to help ensure increased awareness of the standards of conduct set out for social service workers and their employers. This year we distributed almost 100,000 copies of the Codes of Practice bringing the total number distributed up to 31 March 2007, to 0.5 million.
- We held the third Care Accolades awards in Aberdeen. The Care Accolades are increasingly recognised as the mark of excellence in the sector and give us the opportunity to promote the excellent work taking place throughout the sector that makes a difference to lives of people who use social services. This year's event was attended by almost 200 people including people who use social services and carers who are involved in the projects and initiatives that reached the final.
- Our annual conference explored equality and diversity in 21st century social services with feedback from stakeholders highlighting this as one of our most successful events ever. Attended by people who use services and carers, social service workers, training providers and employers among others, the event looked at putting equality and diversity into practice.
- We continued to develop two-way communication with our stakeholders holding a range of consultations throughout the year for registration, workforce development and regulation of education and training.
- We provided 18 registration information sessions for managers and lead practitioners in day care of children services, ensuring that they have the information necessary to apply for registration.
- We held a training day for employers, training officers and umbrella bodies in day care of children services to help them to understand and prepare for their role in the registration process.
- We helped people and voluntary organisations to fund training for a career in social services including social work programmes and Scottish Vocational Qualifications (SVQs). We disbursed this funding in a number of ways throughout the year. We disbursed £2.5m in bursaries for 295 postgraduate social work students, £1.3m in disbursement grants to the voluntary sector for SVQs, the Diploma in Social Work and post qualifying social work programmes and £2.2m in practice learning fees to enable universities to fund training for practice for social work students.

- We implemented our internal communications strategy to ensure that we have two-way communication within the SSSC and that staff have the information they need to do their job and also have an opportunity to influence the work of the SSSC. Internal briefing sessions and team-led full staff meetings continue to give all staff the opportunity to learn about all areas of our work.
- Good information about the workforce is vital to future workforce planning. In conjunction with the Scottish Executive, we helped to produce the Core Minimum Data Set which is a model for collecting workforce information data.
- Getting to know our stakeholders, attending events and providing speakers is helping to promote the work and role of the SSSC. We exhibited at 142 conferences/events to ensure that we use every opportunity to meet with our stakeholders, an increase of 15% on the same period last year.
- Distributed over 100,000 newsletters to our stakeholders keeping them informed of new developments and sharing examples of good practice within social services.

Our performance in 2006/07

The SSSC publishes an annual corporate plan which covers a rolling three-year period. This section outlines our performance against the headline objectives and the key performance indicators set out in our corporate plan.

Headline objectives in the corporate plan

1. Registering and regulating the social service workforce
2. Developing the capability and capacity of the social service workforce
 - Developing the workforce now and for the future
 - Ensuring the quality of education and training
 - Social service workers' learning throughout their career
3. Developing the SSSC as an organisation that leads by example.

Registering and regulating the social service workforce

Registration of the social service workforce in Scotland began on 1 April 2003. This annual report gives information on the fourth full year of registration. In the first three years of registration we opened the Register to:

- social workers
- residential child care workers

- Care Commission officers
- social work students
- managers of adult day care services
- managers of care home services for adults.

In the fourth year we opened the Register to:

- managers of day care of children services
- practitioners of day care of childrens services.

Our progress

Actions in 2006-2007

- Review the Codes of Practice for Social Service Workers and Employers.
- Register agreed groups of social service workers in line with our standards.
- Consult on the registration fee for groups of workers in phase two of registration.
- Consult on the Post Registration Training and Learning (PTRL) requirements for workers in phase two of registration.
- Provide information sessions for day care of children service workers.
- Provide a helpline to registrants, applicants and employers.
- Advise the Scottish Executive about which workers should be registered in future phases of registration.
- Recruit and train Sub-committee members.
- Promote the Codes of Practice in other formats including pictorial and easy to read versions.

Achievements

- We opened the Register to more groups of social service workers, further increasing protection of the public. Phase two of registration began in October 2006 with the Register opening to managers of day care of children services. We implemented an extensive awareness raising campaign with a dedicated poster, leaflet and newsletter. Engaging with the people who will register with the SSSC and listening to their views is an essential part of the registration process. We held 14 information sessions across Scotland to inform workers about the SSSC and how to register. We also held video conferencing sessions with relevant workers in Orkney and Shetland.
- Increased the number of workers on the Register each year taking the total from 2,726 at 31 March 2005 to 12,502 at 31 March 2007.
- Involving employers, training managers and human resources professionals in the registration process is important to its success. We held a successful “training the trainer” day for 40 representatives of day care of children employers and umbrella organisations to help them to prepare for and

understand their role. We also have regular meetings with Human Resources staff from across Scotland to keep them updated and answer their queries about registration and regulation matters.

- We consulted on proposed Post Registration Training and Learning requirements (PRTL) for workers in day care of children and care home services. The level of response was high and we received positive support for the proposals from a range of workers and employers who indicated that enabling workers to continuously develop their competence will enhance their practice and the quality of services they provide.
- In 2006/07, we held a number of Registration and Conduct Sub-committees. Conditions were placed on registrations, Interim Suspension Orders were imposed and one registrant was removed from the Register. Regulating the conduct of the workforce is a significant step towards increasing protection of the public and raising the professionalism of the social service workforce.
- Put in place processes, procedures and rules to ensure the fairness and transparency of all registration and conduct hearings.
- We developed and delivered a comprehensive judicial skills training programme for Registration and Conduct Sub-committees members.
- During 2006/2007 Registry worked with our learning and development and communications teams to produce a CD ROM on all aspects of our work. We have received positive feedback from stakeholders about the CD ROM.
- Provides a high quality support and information service to applicants, registrants and employers. We continued to provide a helpline and develop our website and other sources of information to meet their needs.
- We continued to meet all requests for publications in a range of formats to meet the needs of our stakeholders. This year we provided lip speakers at our annual conference and distributed various publications in a range of languages and publications including a DVD of the Codes of Practice in British Sign Language and a pictorial version of the Codes of Practice.

We set nine targets in relation to this headline objective and one target was not completed.

This was:

- Review the Codes of Practice for Social Service Workers and Employers and consult on any proposed revisions.

We had intended to work with the Care Councils of England, Wales and Northern Ireland towards the end of this reporting year to review the Codes of Practice for Social Services Workers and their Employers and consult on any proposed revisions. However, we decided with the Care Councils that we should first undertake some initial research about the current use that workers and employers are making of the Codes

of Practice and the general public's view about the relevance and appropriateness. This initial research will be completed in 2007 and the feedback we receive will inform the timing and nature of the subsequent review of the Codes of Practice.

Developing the capability and capacity of the social service workforce

Developing the existing social service workforce and planning for the future workforce is a significant role for the SSSC. There are three streams of work in this section.

- Developing the workforce now and for the future.
- Ensuring the quality of education and training.
- Social service workers' learning throughout their career.

Developing the workforce now and for the future

As well as registering and regulating the workforce, the SSSC has responsibility for workforce planning and development. The SSSC is also part of the sector skills council for the social care, children and young people's workforce, Skills for Care and Development.

Our progress

Actions 2006 – 2007

- Publish guidance and information on workforce planning.
- Develop an interactive website to support career planning.
- Lead work on the development of career pathways and career progression.
- Scope and define the role and qualifications for para-professional workers.
- Establish a common data set for collecting workforce information.
- Implement the strategic objectives of Skills for Care and Development (SfCD).
- Develop resources to increase understanding and use of the National Occupational Standards (NOS).
- Develop a resource pack for secondary school students about working in social services.
- Develop a national induction framework for all social service staff.
- Implement the relevant objectives set out in the Scottish Executive's National Strategy for the Development of the Social Service Workforce – A Plan for Action 2005-2010.

Achievements

- Working with employers, training providers and other partners is an important part of our work in developing a social service workforce for the future. Recruitment and retention is a complex and acute issue for the sector and we worked in collaboration with employers and other stakeholders to develop a

national induction framework. This was produced as Preparing for Practice, a practical guidance tool for the sector on induction for new workers. This is available on our website www.sssc.uk.com and as a CD ROM so that it is accessible across the sector and is designed to enable employers to construct tailored induction programmes for their workforce ensuring that they are prepared and equipped to provide high quality social services. This resource is being developed further.

- During this period we began work on the Continuous Learning Framework for the social service workforce which is designed to transform the sector's learning and development and will ultimately improve outcomes for people who use social services and their carers.
It integrates three major pieces of work:
 - a map to support career pathways and progression
 - a structure to guide formal and informal learning and development
 - post registration training and learning and advance practice standards for social service workers.
- Addressing the development needs of staff is one of the many challenges facing employers in the social service sector. Enabling staff to access learning and development opportunities in this context can be particularly challenging. In response to this, and as part of our commitment to supporting the implementation of the National Strategy for the Development of the Social Service Workforce in Scotland, the SSSC held a successful one day conference focusing on the potential uses of learning technologies to support workforce development. We will continue to work with our partners to find new and innovative ways to encourage learning.
- As a sector skills council we have begun the Sector Skills Agreement (SSA) process. This brings together employers and training providers to identify the skills needed for the social service workforce and to develop appropriate training provision to ensure that workers have the skills that people who use social services need. We held regional events in conjunction with the Scottish Social Services Learning Networks, to consult with the sector for stage one of the SSA process. Reports on stages one and two of the process will be ready in spring 2007. Using resources including our website, events, newsletters and eBulletin has ensured that we keep our stakeholders involved and engaged in the process.
- During this year we directed resources towards helping employers to increase their understanding of and confidence in using the National Occupational Standards (NOS). We developed the NOS Navigator, a web-based resource and CD ROM. This has been widely distributed and feedback tells us that it is proving to be a useful and successful tool for the sector. It is now being further developed to enable employers to generate the job descriptions they need to make sure they get the right skills mix for the sector.

- A skills and learning audit tool derived from the NOS Navigator is being piloted and this will continue in 2007. The tool has been developed for social care workers and in 2007 this will be further developed for other social service workers. This along with the SSSC's Workforce Planning Tool, will help employers and other stakeholders to establish training needs for their organisations which allows them to develop training plans for staff who require qualifications to gain access to registration and to allocate funding and other resources towards developing their workforce.
- Raising awareness of careers in social services among the public is important for the development of the workforce. This year we produced a career pack which was sent to every secondary school in Scotland containing information on the variety of careers in this growing sector.

There were 10 targets and one was not completed:

- Establish a UK-wide common data set for collecting workforce information.

This action was revised as SfCD at a UK level found it was more realistic and appropriate to reframe this project, developing country specific core minimum data sets and to look at how we can use the headline findings from these to produce information that can be used across the UK.

Ensuring the quality of training and education

Developing training and education for the sector to meet the needs of the people who use social services will ensure we have a workforce fit for the future.

Our progress

Actions 2006 – 2007

- To quality assure current qualifying and post qualifying programmes for social workers.
- Approve specialist courses for social service workers.
- Determine qualification requirements for registration of school care accommodation service workers by June 2006.
- Develop skill sets for the housing support workforce.
- Work with stakeholders to identify issues in developing new qualifications for a changing workforce.
- Provide an information service to workers and employers about qualifications for registration.
- Work with UK, European and international partners to support workforce mobility and develop alignment of qualifications for registration.
- Implement the objectives for the Scottish Credit and Qualifications Framework as set out in the Scottish Executive's National Strategy for the Development of the Social Service Workforce – A Plan for Action 2005 – 2010.

Achievements

- As the body which approves the social work degree and postgraduate programmes and post qualifying courses for social workers, we carry out quality assurance of the programmes to ensure that they meet the requirements of the Standards in Social Work Education which form the basis of the programmes. The Quality Assurance Commission report this year gave us evidence of stakeholder satisfaction in the degree and postgraduate programmes and this is being used to further develop our quality assurance processes.
- Work on developing the Practice Learning Qualifications (Social Services) is continuing with the validation process with Scottish Qualifications Authority (SQA) underway allowing for approval by the SSSC in summer of 2007. The standards for the Mental Health Social Work Award (MHSWA) are being prepared for consultation in late spring 2007.
- The social service workforce in Scotland is diverse and includes workers from many different disciplines. In 2006 we consulted with employers and workers in school care accommodation services, which includes independent boarding schools and school hostels on the qualification requirements for registration that should be set for relevant workers in these services. The qualification requirements were set in December and we are working with employers and workers and with the Scottish Council of Independent Schools (SCIS) to develop specific qualifications for workers in independent boarding school care.
- This year we added to the skills sets developed for use in Scotland. These are guidance documents developed in collaboration with employer representatives, the Scottish Centres for Excellence and the awarding bodies (Scottish Qualifications Authority (Care Scotland) and City & Guilds Scotland), to assist employers, assessors and candidates to identify the Scottish Vocational Qualification (SVQ) units and underpinning knowledge which are most relevant for particular areas of practice in social services in Scotland. They are intended to guide employers, assessors, training providers and candidates in choosing units to work on which will extend the practice skills and/or knowledge and understanding of social service workers in specified service areas also providing guidance for staff in making choices regarding their continuing professional development (CPD). This means that staff moving from one service area to another (eg from domiciliary care to learning disability) do not need to undertake a full SVQ again but instead will complete units from the relevant skills set to add the skills areas they need to equip them for the new area of work. And flexibility allows for a workforce with the right skills mix for the jobs they do, making their training directly relevant while making the most of existing skills. It should be emphasised that skills sets are not new awards. They are guidance notes, and in using skills sets candidates will be registered and certificated for the individual units they undertake. Listed over the page are the skills sets that are already in existence or which are under development (D).

SVQ 2

Housing Support

Working with People with Complex Physical Care Needs

Working with People with Physical Disabilities

SVQ 3

Housing Support

Working with People with Dementia

Working with People with Complex Physical Care Needs

Working with People with Learning Disabilities

Working in Adult Mental Health Services the Social Services Sector

Working with People with Physical Disabilities

Working in Secure Accommodation for Young People

Working with Drugs and Alcohol Services in the Social Services Sector

Supported Employment (D)

Supporting Children and Families (D)

Supporting Children with Additional Needs (D)

Youth Justice (D)

SVQ 4

Housing Support

Working in Secure Accommodation for Young People

Drugs and Alcohol (D)

First Line Managers (D)

Youth Justice (D)

There were eight actions under this objective. All of the targets are achieved or are ongoing actions that carry over from year to year. The one area where work is still underway is:

- work with European and international partners to support workforce mobility and develop alignment of qualifications for registration.

Work is underway on developing a comparator for social work qualifications which will be used by the UK countries to assess international qualifications against the standards for the new social work degree in Scotland. A joint post with the Scottish Qualifications Authority has been filled and work began in early 2007 on developing a system to establish alignment of qualifications for other groups of workers who will register with the SSSC.

Social service worker's learning throughout their career

A well qualified workforce with workers who have the opportunity to learn both formally and informally throughout their career is essential to raising standards in the sector.

The Scottish Practice Learning Project (SPLP) was jointly managed by the SSSC and the Scottish Institute for Excellence in Social Work Education. The work of the SPLP was aligned with the SSSC in December 2006.

Our progress

Actions 2006 – 2007

- Establish supply and demand of practice learning opportunities up to 2007.
- Work with employers to increase quality, quantity and diversity of practice learning opportunities.
- Promote standards and quality audit tool.
- Embed and monitor practice learning funding streams.
- Support the development of learning networks.
- Monitor the learning networks against agreed outcomes.
- Promote learning organisations and the Social Care Institute for Excellence (SCIE) learning organisation self assessment resource pack.
- Establish the delivery arrangements for Practice Learning Qualifications (Social Services) (PLQ(SS)).
- Promote the new Practice Learning Qualifications (Social Services).
- Implement the relevant objectives set out in the Scottish Executive's National Strategy for the Development of the Social Service Workforce – A Plan for Action 2005-2010.

Achievements

- Increasing the quality, quantity and diversity of practice learning opportunities is essential to provide a workforce that can meet the needs of the sector and understand the context of social service provision and the need for integrated working with other associated sectors. The Scottish Social Service Learning Networks are taking an increasing role in working with employers to achieve this, supported by the SSSC's learning and development team. Already evidence points to an increase in the number of practice learning days in the independent sector available to social work students.
- To establish supply and demand for practice learning opportunities (PLOs) for social work students (we have worked with universities) and a system is now in place that provides three year rolling projections of PLO demand.
- In developing practice learning for social service workers we produced a set of standards and an audit tool to quality assure PLOs and piloted this in six universities with 1000 being sent out to agencies. This is due for a review in summer 2007. The pilot measured the quality and consistency of practice learning opportunities for student social workers to ensure that everyone involved in practice learning uses the same standards.
- The short life working group established to take forward the Practice Learning Qualifications (Social Services) (PLQ (SS)) continued to work to establish delivery arrangements for the qualification and to promote the qualification to the sector and beyond. This work which involved people who use services and carers, ways to recognise experience and other learning to open the qualification to groups other than social workers and developing new materials to support the qualification.

- Developing the Learning Networks has been a priority this year for the SSSC. Initial feedback indicates that this work and the relationships are proving to be successful with work on a number of projects and areas moving forward. In taking forward the work on the Sector Skills Agreement, we have worked closely with the Learning Networks to hold events and engage with employers and other stakeholders. They are also fully engaged in working to establish delivery of the new PLQ (SS). A full review of the Learning Networks was carried out and completed in March 2007. A report has been submitted to the Scottish Executive.

There were 10 actions under this objective with all actions either completed or on target within the set timescale.

Developing the SSSC as an organisation that leads by example

The ability to deliver our vision is dependent upon an ongoing programme to develop the organisation and its staff. We are working to ensure that we lead by example. We set significant goals for other organisations and we will continue to operate to the highest standards.

Our progress

Actions 2006 – 2007

- To achieve the Investors in People Award.
- Review procurement guidelines.
- Meet the learning needs of SSSC staff.
- Implement the actions in the Equality Action Strategy.
- Introduce a staff performance management development review system linked to reward.
- Develop and implement communication strategies for all areas of our work.
- Review and make recommendations for internal communications.

Achievements

- The Scottish Social Services Council (SSSC) has been recognised as an Investor in People after achieving the Standard on the 29 November 2006. The prestigious award is given to organisations that have been formally recognised by Investors in People (IiP) as having a commitment to being progressive in supporting the training and development of their employees.
- Engaging with staff is an important factor in the success of any organisation. We implemented a successful internal communications strategy throughout 2006/07 and this will be reviewed for the coming year. The aim of this strategy was to respond to the results of our survey carried out in January 2006 and take forward the actions. We have carried out briefings on areas of our work, established an internal communications working group with representatives of all teams and our quarterly full staff meetings are facilitated by different teams

to help all staff to gain an understanding of the role each plays in delivering our work agenda and how they make a difference. We have a new intranet for staff launched in May 2006 and a regular internal bulletin.

- We are a learning organisation and all staff have an individual learning plan. Learning and development needs for all staff form our organisational learning and development plan. This is delivered through a number of means including in-house learning and the SSSC continues to support formal development opportunities and informal or work-based learning.
- Our performance management framework was reviewed in 2006 with all staff being consulted on the current system. Their views and comments were analysed and are informing the review. We aim to pilot the revised system in the autumn of 2007.
- We have made significant progress in implementing the actions in the Equality Scheme. We carried out consultations for the Disability Equality and Race Equality action plans which are being successfully implemented and we plan to develop stakeholder reference groups in June 2007 to ensure that our action plans remain fit for purpose and to consult on policy development.
- Our fifth annual conference focused on equality and diversity in the social service sector. As Scotland's population become more diverse, many people and organisations are working to ensure that they appropriately integrate equality and diversity into their practice. Social service workers are at the forefront of delivering increasingly complex, flexible and personalised services to families, carers and individuals and the conference gave delegates an important and useful opportunity to explore these themes and gain new skills that they can use in their day-to-day work.
- Providing up to date information and advice on our work is essential. As well as implementing a communication strategy for the SSSC as a whole, we produced plans for Learning and Development and Registry and a number of other areas of work. We met the targets in these strategies and aim to carry out a survey in 2007 on establishing awareness of the role of the SSSC among a number of stakeholder groups.
- Procurement guidelines are in place. However, procurement practice and procedures will be reviewed in 2007/08 with a view to introducing e-procurement facilities and obtaining access to specialist procurement expertise when required.
- We are audited by internal and external auditors and our annual report and accounts are laid before the Scottish Parliament.

There were seven actions for this objective with all achieved.

Performance objectives and key indicators

This section of the annual report provides details on our progress in meeting our key performance indicators.

The performance objectives are the headline objectives that cover the key functions of the SSSC. They are:

1. to register the social service workforce
2. to develop the workforce now and for the future
3. to ensure the quality of education and training
4. to encourage social service workers' learning throughout their careers.

Performance objective: to register the social service workforce

Key performance indicator

1. Process 95% of completed applications for registration, which do not require to be referred to a Registration Sub-committee within 60 working days.*

*This does not include the time taken to obtain a disclosure from Disclosure Scotland, or to obtain further information, which the SSSC considers necessary.

The figures also do not include student designates because their application process cannot be completed until they commence their courses or those applicants offered registration subject to conditions.

Our performance

Over the reporting year an average of 95.47% of standard applications were processed within 60 days.

Key performance indicator

2. Deal with matters of conduct in relation to registered social service workers in accordance with timescales set in the Council's Conduct Rules.

Our performance

This target was achieved. Papers were sent to applicants and registrants 28 days in advance of Sub-committee meetings except where the formal Notices, and therefore the notice periods, were dispensed with by the Sub-committee. The Sub-committee can do this when it is considering imposing an Interim Suspension Order on the grounds of necessity for protection of the members of the public. The Notices of Decision of all of the Sub-committees were issued to all relevant parties within seven days.

Key performance indicator

3. Implement the fourth year of the five year plan agreed with the Care Commission for how it will take account of the SSSC's Codes of Practice in its registration and inspection of services.

Our performance

The Care Commission commenced a series of thematic inspections in April 2006 one of which focused on how providers of regulated services are adhering to 1.1, 1.2 and 1.3 of the Code of Practice for Employers (see below), which sets out requirements in relation to safe recruitment. The outcome of this thematic inspection will be reported in 2007.

1. **As a social service employer you must make sure people are suitable to enter the social service workforce and understand their roles and responsibilities.**

This includes:

- 1.1 Using rigorous and thorough recruitment and selection processes focused on making sure that only people who have the appropriate knowledge and skills and who are suitable to provide social services are allowed to enter your workforce
- 1.2 Checking criminal records, relevant registers and indexes and assessing whether people are capable of carrying out the duties of the job they have been selected for before confirming appointments
- 1.3 Seeking and providing reliable references.

Performance objective: to develop the workforce now and for the future

Key performance indicator

1. Produce and publish a workforce development plan for the social service sector by September 2007.

Our performance

This key performance indicator is on target with the report to be devised in accordance with the timescale for the Sector Skills Agreement (SSA) and is anticipated by the end of 2007. We anticipate producing a workforce development report on the outcome of the SSA process.

Key performance indicator

2. Develop a national induction framework for social service staff by December 2006.

Our performance

The induction material, Preparing for Practice is now produced and the web based resource now available supported by a promotional booklet.

Key performance indicator

3. Increase understanding and use of the National Occupational Standards (NOS) throughout the sector by March 2007.

Our performance

We have developed the NOS Navigator for both health and social care and for the new children's care learning and development (CCLD) qualifications. The NOS navigator is being further developed and a spin off from this is the job description generator to help employers and human resource professionals with recruitment and training. Work to increase confidence in using the NOS among employers is ongoing and there is anecdotal evidence of growing understanding of the NOS within the sector.

Key performance indicator

4. Work with the Scottish Executive to scope and define the role and functions of para-professional workers and identify if new qualifications need to be developed by December 2006.

Our performance

This work is complex and it was agreed with the Scottish Executive that it would be necessary to undertake an exercise to determine the demand, scale and scope of this role in social services. Further research and wide consultation with the sector is needed and further time has been required to develop the project plan.

Performance objective: to assure the quality of education and training

Key performance indicator

1. To establish quality assurance processes linked to quality enhancement with identified enhancement themes by August 2006.

Our performance

The action plan from the 2005 Annual Monitoring Report for the Diploma in Social Work, the degree and the postgraduate social work courses and the recommendations from the December 2006 exploration of stakeholders' views are being incorporated into the new quality assurance and enhancement procedures.

Key performance indicator

2. Determine qualification requirements for school care accommodation service workers and publish them by December 2006.

Our performance

We held a consultation with this sector including a series of events and established a working group. We held a seminar with the Scottish Council for Independent Schools and the qualification criteria was agreed at the SSSC Council meeting in December 2006 and published.

Key performance indicator

3. Develop and implement recognition of prior learning pilots and distribute findings to the sector by December 2006.

Our performance

There are two strands to this work, looking at ways in which to recognise experience and learning to gain access to formal qualifications. Stage one was a pilot of materials in relation to recognition of prior learning (RPL) for access to Scottish Vocational Qualifications which took place in August 2006 with material reviewed by September 2006. Materials for stage two of the project were developed and tested by November 2006 and an evaluation strategy developed with materials distributed by December 2006.

In relation to RPL for access to university, a scoping exercise was completed in March 2007 and stage two will be progressed from August 2007.

Key performance indicator

4. Work with relevant partners to maximise use of the Scottish Credit and Qualifications Framework (SCQF) across the sector by December 2006.

Our performance

We have worked in collaboration with a number of partners throughout the sector on activities to develop and maximise use of the SCQF. We also produce a regular newsletter, updates in the SSSC eBulletin. Information on the SCQF also forms part of our regular information sessions on registration held for workers and employers across the sector.

Performance objective: to encourage social service workers' learning throughout their careers

Key performance indicator

1. Work with the Learning Networks to ensure they meet the four key objectives set down for them.

Our performance

The SSSC learning and development team continued to offer developmental support and monitored progress of the Learning Networks and carried out a review of progress towards meeting the four objectives. The review, which was completed by March 2007, highlights progress made to date and the significant achievements so far. A report has been submitted to the Scottish Executive.

Key performance indicator

2. Work with stakeholders to promote learning organisations and the use of the Social Care Institute for Excellence (SCIE) Learning Organisation Cards.

Our performance

We continue to promote the SCIE pack to the sector and offer support to organisations who want to use it. The packs are designed to help people understand what a learning organisation is and can be used to assess how an organisation is working as a learning organisation. We are now beginning to harmonise this in line with the learning culture objective of the Workforce Change Programme of the Changing Lives Implementation Plan.

A responsible organisation

We want to ensure that as an organisation we have a positive impact on the environment and our communities.

The environment

The SSSC has in place an environmental policy which sets out how the organisation will aim for best practice environmental solutions and minimise the impact of our operations on the environment locally and in a wider sense.

The environmental management system will follow the requirements of the international standard ISO 14001 and ensure that environmental impact is identified, measured and managed. The senior management team is responsible for the implementation of the policy.

The primary focus of improvement will be:

- energy use
- waste
- transport
- procurement.

We have established an environmental steering group to champion and take this forward for the organisation and also a joint group of the three organisations which have offices in Compass House and the adjoining premises, Quadrant House. Each team in the SSSC has a nominated environmental champion who will promote the policy across the organisation. We have already implemented office measures including double sided printing and recycling of paper based products.

The SSSC is committed to ensuring that we use sustainable resources where possible and to meet the targets set by the Scottish Executive. For example:

1. in printing and writing paper applications, products should contain at least 50% recycled content
2. in tissue paper applications, products should contain 100% recycled content.

Social and community issues

Protecting people who use services is our main objective. Social service workers provide care and services to the young, the elderly and often the most vulnerable in our society. These services are provided in the community and in people's homes. The SSSC will, through registration and regulation of the workforce and by assisting organisations to develop their staff, help to ensure that people who use services and their carers can rely on the highest standards and services that meet their individual needs.

The SSSC is committed to working with people who use services, representative groups and community groups to ensure that their views inform our work. We provide speakers to groups, produce articles for newsletters and actively work to find opportunities to inform people who use services of our work. We are working with the service user and carer group Scottish Voices, established by the Scottish Institute for Excellence in Social Work Education on a number of projects including development of training for social workers.

This year we met with service user and carer groups to raise their awareness of the role of the SSSC and to begin to seek their views on our communication methods to make sure that we take account of a range of requirements in developing our materials, including the website.

In addition, we are working with our partners to encourage people into social services from a diverse range of backgrounds to reflect the nature of our communities.

Planning for the future

To stay effective, the SSSC must plan for the future. Opportunities and challenges will arise and we want to ensure that we are ready to deal with these.

As well as the work we are carrying out through Changing Lives and the National Review of the Early Years and Childcare Workforce, over the next 10 years the following challenges and opportunities are likely:


- increase our role in promoting education and training
- become one of the champions of the sector
- assume increased responsibility for facilitating workforce planning
- expand our registration functions
- continue to work with a wider range of national bodies
- contribute to and take the lead role in national initiatives
- increase our communication role as one of the major sources of information about the sector and about training and careers
- work with other sector skills councils (SSCs), in particular Skills for Health, Skills for Justice and Lifelong Learning UK
- a changing resource climate
- promote increasing use of technology in delivering teaching and learning.

Governance of the Scottish Social Services Council

The SSSC is accountable to the Scottish Executive through the Sponsorship branch: the Social Work Services Policy Division. Our Corporate Plan is agreed with the sponsors and we are accountable to them in the achievement of our objectives.

The Council

The Council is made up of a Convener and 11 Members, all of whom are appointed by the Scottish Ministers through open competition. The membership reflects a wide range of interests in the field of social care, including service users, carers, those involved in service delivery, trade unions, professional bodies and those delivering



education and training for the social service workforce. The Council Members work together to achieve the corporate vision of the SSSC.

During 2006/07 a number of Council Members' terms came to an end and new Members were appointed.

The quarterly Council meetings are held in public and the Minutes of each meeting are available on our website www.sssc.uk.com

The SSSC Committees

The SSSC has a number of Committees with a variety of responsibilities set up to take an overview and monitor the work of the SSSC. The Committees which meet regularly are:

Audit Committee

Established to take an overview of the financial reporting arrangements of the Council, the external and internal audit arrangements and also to ensure that there is sufficient and systematic review of internal control arrangements of the organisation, including arrangements for risk management.

Finance and Resources Committee

Established to take an overview of how the Council conducts its business, overseeing on behalf of the Council, the preparation of work and business plans, including budgets and resource requirements and the effective, efficient and economical use of the Council's money and to agree the organisational structure, human resources strategy and employment policy.

Learning and Development Committee

Established to support the delivery of high quality social work and social services in Scotland, working with employers to develop and maintain a competent and appropriately qualified workforce in all sectors. To oversee workforce analysis and planning, employment and training initiatives and the development of appropriate and accessible National Occupational Standards. In overseeing the SSSC's responsibility for disbursing grants and other funding for training such as postgraduate bursaries and practice learning fees for social work students, the committee has responsibility for 57% of the SSSC budget.

The committee also oversees the work of the Council in relation to the sector skills council; Skills for Care and Development (SfCD).

Registration and Regulation Monitoring Committee

Established to monitor and report to Council on the quality and effectiveness of the systems, processes and procedures used in the registration and regulation of the social service workforce and to advise Council on the development of policy in relation to regulation and registration of the social service workforce.

Remuneration Committee

Established to deal with the remuneration of the Executive Management Team, with the exception of the Chief Executive, whose remuneration is determined by the Scottish Executive.

Registration Committee

Established to act as the Registration Committee in terms of the Council's Registration Rules. The Registration Rules set out the processes, procedures and requirements for registration in the SSSC's Register.

Conduct Committee

Established to act as the Conduct Committee in terms of the Council's Conduct Rules. The Conduct Rules regulate how the SSSC deals with allegations of misconduct against persons on the SSSC's Register.

The SSSC has a number of other committees that only meet as required, such as the Complaints Review Committee and the Employment Appeals Sub-committee.

Current Council Members

MORAG ALEXANDER OBE

Convener of the Scottish Social Services Council since 1 August 2001, Morag is also a Member of the Board of the Scottish Commission for the Regulation of Care. She is also a Member of the Governing Body of Queen Margaret University College and a Lay Member for Scotland of the General Optical Council.

Morag's previous roles include: Chair of the Early Years Advisory Group of Children in Scotland (1995-2003); Chair of Fair Play Scotland (2001-2006); Board Member of Turning Point Scotland (1996-2005); Board Member of Partnership for a Parliament; Member of the Expert Panel on Procedures and Standing Orders in the Scottish Parliament; and a member of the Scottish Committee of Inquiry into Student Finance (Cubie Committee).

Morag was formerly Director of the Equal Opportunities Commission, Scotland.

PROFESSOR FRANK CLARK (app began 17 October 2006)

Appointed as Convener of the Care Commission on 17 October 2006, Frank is also a Non Executive Director of the Voluntary Association for Mental Welfare in Lanarkshire and was recently appointed Patron of the British Lymphology Society. Previous roles include: Chief Executive of Lanarkshire Health Board and Chairman of Forth Valley Primary Care NHS Trust and Forth Valley NHS Board.

IAN DOIG

Ian is an independent consultant, specialising in strategy, finance and corporate governance in the public services.

Ian is an accountant and was formerly the Director of Chartered Institute of Public Finance and Accountancy (CIPFA) in Scotland. CIPFA is a major professional body and is both an examining body and a regulating body for practitioners. Ian has wide experience in public services, including financial management, professional education and training and continuing professional development. Ian's experience includes assisting public service bodies to improve the delivery of services, improve public value outcomes, deliver strategic objectives, build partnerships and collaborative working and develop staff competencies and profile.

Ian is also a Board Member of the Scottish Environmental Protection Agency (SEPA) and is a Co-opted Member of the Audit Committee of the Care Commission. From 13 September 2006, Ian became Chair of the Finance and Resources Committee.

DR ANNE HADDOW (app began 1 October 2006)

Anne is a family carer for her 26-year-old daughter who has profound physical and intellectual disabilities. She is a committee member of several statutory and voluntary organisations. She is also Vice Chair of Fife's Princess Royal Trust for Carers Centre and a family member of PAMIS, an organisation which works in partnership with families of people with profound learning disabilities. She is a member of Dundee University's Carer and User Group which is involved in the teaching, selection, assessment and planning of social work courses. She currently holds a ministerial appointment as a Member with the Care Commission.

MICHAEL KIRBY

A practice team leader with Glasgow City Council Social Work Services, in the east end of Glasgow, working with children and families. Mike is Scottish Convener of UNISON and a member of the General Council of the STUC. Mike is Chair of the Learning and Development Committee.

PROFESSOR BART MCGETTRICK (app began 1 October 2006)

Bart is Emeritus Professor and Dean Emeritus of Education at the University of Glasgow.

He was a teacher of geography, and became Principal of St Andrew's College from 1985 to 1999. He was Professor of Education at Glasgow University since 1993, before leaving the university in November 2005. He has given the keynote address to national and international conferences, and has contributed to congresses, conferences and seminars of international standing in almost every continent.

He has been engaged with aspects of social work and social care looking at cross-professional matters. He recognises the significance of cross-professional dialogue and activities.

MARGARET MCKAY

Margaret was Chief Executive of Children 1ST, one of Scotland's leading child welfare charities. Before this she was Chief Executive of Children's Hospice Association Scotland and founding Director of ChildLine Scotland. Margaret is also a carer.

JUDITH MIDGLEY

Judith is Practice Development Manager for Enable Scotland, a voluntary sector provider of services for adults with learning disabilities. A qualified solicitor and housing professional, Judith worked in housing prior to moving into the social services sector. Judith chairs the Conduct Committee of the SSSC.

KATE PRYDE

Kate is a registered social worker and was the first Scottish Chair of the British Association of Social Workers. She is Chair of the Post Qualifying Consortium for Social Work in Scotland and is a General Member of the Mental Health Tribunal in Scotland.

Kate chaired the Finance and Resources Committee until 12 September 2006 and the Registration Committee of the SSSC until 18 September 2006.

CHERRY ROWLINGS

Professor of Social Work at the University of Stirling since 1991, Cherry is a qualified social worker with particular interest in social work practice, services for older people and practice and management in residential and day care services. She was previously a Member and Vice-Chair of the Central Council for Education and Training in Social Work (CCETSW) and Non-Executive Director of an NHS Primary Care Trust. Cherry is Chair of the Registration Committee since 18 September 2006.

STAN SMITH (app began 1 October 2006)

Stan retired in 2006 as Chief Social Work Officer and Head of Social Services Policy at Aberdeen City Council. He has over 30 years experience in social work and delivery of social services.

BRYAN WILLIAMS OBE

Professor of Social Work at Dundee University since 1989 and seconded by the university to be the founding Director of the Scottish Institute for Excellence in Social Work Education (SIESWE). This collaborative initiative was originally established to bring about transformation in the learning outcomes and processes associated with the new social work honours degree. SIESWE is now engaged in a range of work focused on improving services and supporting workforce development through strengthening the evidence base practice. It works closely with the SSSC on all matters concerned with raising standards in education, training and practice. The two bodies jointly manage the Scottish Practice Learning Project (SPLP).

Bryan is Chair of the Audit Committee and was Chair of the Practice Implementation Group until December 2006. He was awarded the OBE in 2003 for 'services to social work education'.

Previous Council Members

The following were Council Members whose appointments ended in 2006. Their biographies were current at the time of their appointments.

ELIZABETH BRIDGEFORD OBE (app ended 31 August 2006)

Retired Director of Social Work, Perth and Kinross Council, Betty has a wealth of knowledge and expertise gained over many years of working in the social services sector. Betty is on the Boards of a number of voluntary organisations involving adults and children and is presently Chair of Age Concern Scotland.

MARY HARTNOLL (appointment ended 16 October 2006)

Former Convener of the Care Commission until 16 October 2006, Mary was previously Director of Social Work in Grampian, Strathclyde and Glasgow and has served on numerous working groups and national bodies during an extensive career in social services.

PATRICK KELLY (appointment ended 31 August 2006)

Former Director of Priority Services and Chief Nursing Adviser at Dumfries and Galloway Health Board, Pat is a panellist for the Nursing and Midwifery Council (NMC) and the Mental Health Tribunal Scotland. Pat was Chair of the Registration and Regulation Monitoring Committee of the SSSC.

JAMES MCINTOSH MBE (app ended 31 August 2006)

Jimmy was born in 1939 in Inverness. He was diagnosed as having cerebral palsy and as a result of this, spent a total of 40 years in hospitals and residential care homes all over Scotland. While in Gogarburn hospital, Jimmy was deputy chairperson of the patients' committee and then took the lead role for his final

year as a resident in the hospital. Since becoming a resident at Gogarburn in 1956 Jimmy campaigned long and hard for release from hospital.

Latterly he was allowed to attend a day centre outside the hospital and there he also became chairperson of the members' committee. In 1982, along with two other steadfast campaigners, Jimmy fought through the Sheriff Court against the ruling that denied residents of long-stay hospitals the right to vote. Finally, in 1983 Jimmy married and gained his long-awaited freedom from residential care. He continued to attend New Trinity day centre until 1998. In this year Jimmy was accepted as a recipient and pioneer of the relatively new direct payment scheme which gives users the freedom to employ their own assistants and live independently.

Jimmy has also played a lead role in the setting up of two user led organisations in Edinburgh: Sticking up for Your Rights Group and Surging Ahead. In 2001 Jimmy found his first independent employment as a Council Member of the SSSC. He also continues to be involved as a member and board member of many organisations and advocacy groups in his fight for equal rights for people with disabilities.

In early 2006, Jimmy's campaigning on behalf of disabled people was recognised when he was awarded the MBE in the New Year's honours.

Scottish Social Services Council Council Members' Register of Interests

The SSSC keeps a register of Council Members' interests. This is open to the public and available on our website www.sssc.uk.com

Financial review

Current and future

Funding

The Scottish Social Services Council is funded mainly by grant in aid and grants for specific projects from the Scottish Executive. Operating income includes practice learning place funding, income received from registration fees and miscellaneous income.

The Scottish Social Services Council is not permitted to make use of overdraft facilities or to borrow.

Financial position

The SSSC prepares its annual accounts with reference to guidance contained within the Government Financial Reporting Manual (FReM) and this requires a change to the accounting policy applied to the recording of income received from grants and grant in aid. Previously grants and grant in aid were recorded as income to the income and expenditure account but the revised treatment requires grant and grant in aid income to be treated as sources of funds and credited to a reserve on the balance sheet. Recording of grant and grant in aid income as a source of funding on the balance sheet means that the Income and Expenditure Account now shows an operating cost. In previous years grants and grant in aid was recorded as income on the Income and Expenditure Account and a small surplus or deficit would be expected. This surplus or deficit was then transferred to a balance sheet reserve. Therefore this is a presentational change and the net effect of this change on the SSSC's financial position is nil.

The SSSC had authority to drawdown grant in aid of £7.846m and the full amount available was drawdown. £7.726m was used for revenue purposes and the balance of £120k was used to fund capital expenditure. Other grants totalling £0.643m were also received. The SSSC's operating income during the financial year 2006/07 was £2.5m. This includes registration fee income of £0.3m.

The SSSC's expenditure for the year ended 31 March 2007 totalled £11.4m. Staff costs amounted to £3.1m (excluding pension scheme valuation adjustments). Operating expenditure was £2.3m (excluding notional items) and payments of grants, awards and bursaries totalled £6.0m.

The SSSC's financial position at the end of 2006/07 was a funding deficit of £0.2m. A university found an error on a practice learning fee claim after the Scottish Executive had closed their accounts which resulted in an underclaim of £194k. The expenditure has been accrued but to ensure consistency with the Scottish Executive accounts the corresponding income will be accounted for in 2007/08. This is the main reason for the funding deficit. This is summarised in the following table:

	Budget £000	Actual £000	Variance £000
Operating income:	(422)	(269)	153
Fee income	(2,957)	(2,264)	693
Other income			
Total operating income	(3,379)	(2,533)	846
Operating costs:			
Staff costs	3,285	3,144	(141)
Other operating costs	1,688	2,197	509
Grants, awards and bursaries	6,722	6,014	(708)
Depreciation and revaluation	79	79	0
Total operating cost	11,774	11,434	(340)
Net operating cost	8,395	8,901	(506)
Funded by:			
Grants and grant in aid	(7,726)	(7,726)	0
To fund depreciation and revaluation of fixed assets	(79)	(79)	0
Other grants	(590)	(643)	53
Transferred from OSCAR reserve		(252)	252
Total Funding	(8,395)	(8,700)	305
Funding deficit	0	201	201

The balance sheet shows the cash and bank position as a liability of £548k. The actual bank balance is not overdrawn as the amount detailed on the balance sheet is adjusted by £1,314k of cheque payments that have been issued but not yet presented to the bank by the recipients.

The SSSC is in the process of negotiating a revised pay and grading structure following a job evaluation exercise designed to ensure that equal pay obligations are met. The Public Pay Policy Unit requires the revised pay and grading structure to be part of the annual pay remit submission. Therefore the revised pay and grading scheme and the annual pay award that both have an effective date of 1 April 2006 were not implemented by the end of the financial year. The 2006/07 accounts include an

estimate of £66k as the cost of implementing the revised pay and grading scheme and pay award based on the best information currently available.

The OSCAR system is a registration system being developed for the Social Care Councils in Scotland, England, Wales and Northern Ireland. It is a replacement for the existing registration system and the project is scheduled for completion in 2007/08. The funding agreed for this project in 2005/06 was transferred to a specific reserve to be drawn on as the project progresses. Funding of £252k was required from this reserve in 2006/07 leaving £123k to fund the final phase of this project in 2007/08.

The number of new registrations is increasing each year as new sectors of workers are required to register. This will mean an increase in the number of registration staff and associated costs which will be partially offset by an increase in registration income.

The intention when the SSSC was set up in October 2001 was to move to a position where the fees charged to registrants would be sufficient to fund the cost of their registration. The Minister has decided that registration fees should be set at a level that meets registration costs by 2011/12.

Accounting policies

The accounting policies are set out in the notes to the accounts (pages 78 to 89).

There has been a change to the accounting policy adopted for the treatment of grants and grant in aid. In previous years, grants and grant in aid were treated as a source of income and were included in the income and expenditure account. The latest version of the Government Financial Reporting Manual (FReM) now requires grants and grant in aid to be accounted for as financing and credited to the income and expenditure reserve on the balance sheet. The 2005/06 figures have been restated to reflect this change in policy.

Going concern

The balance sheet at 31 March 2007 shows net liabilities of £0.7m. This is a significant improvement on the previous year where there was a net liability of £0.9m. This change is mainly as a result of an actuarial gain of £0.5m in the valuation of the pension scheme arising from the application of the accounting standard FRS17.

The pension liability for 2006/07 is reduced to £1.3m from £1.8m in 2005/06. The SSSC participates in a pension fund which is the subject of an actuarial valuation every three years and employer contribution rates are set at levels designed to bring fund assets and liabilities into balance for the fund as a whole. Therefore the liability will be reduced through the payment of employer contributions each year.

Increases in employer contributions will require to be reflected through the grant in aid agreed with the Sponsor Department.

The SSSC, in common with other non departmental public bodies (NDPBs) is the subject of formal five year reviews. This review addresses fundamental issues such as whether there is still a requirement to have the SSSC as an organisation and if so whether or not the current structure is fit for purpose.

The Council has no reason to believe the Sponsor Department and the Scottish Ministers have any intention to withdraw or reduce support to the SSSC. In addition the Sponsor has confirmed grant in aid figures for 2007/08 and provided indicative figures for 2008/09. It is therefore considered appropriate to prepare the accounts on a going concern basis.

Pensions

The Scottish Social Services Council is an admitted body to the Tayside Superannuation Fund. This is a local government pension scheme administered by Dundee City Council.

The local government pension scheme is a defined benefit scheme that provides pension benefits based on final pensionable remuneration. There were 71 employees who were active members of the Tayside Superannuation Fund as at 31 March 2007.

The actuaries Barnett Waddingham have recently completed an actuarial valuation of the Fund as at 31 March 2005 and have set employer contribution rates as follows:

Year ended	Employer contribution rate
31 March 2007	16.5%
31 March 2008	17.7%
31 March 2009	18.9%

The pension liability on the balance sheet has reduced significantly since 2005/06. This is mainly for the following reasons:

- a change in the pension rules allows scheme members to opt for a higher retirement lump sum payment by reducing their pension. The actuaries in accordance with the relevant guidance have assumed that 50% of future retiring members will exercise this option and opt for the maximum permitted lump sum payment in exchange for lower pensions. The impact of this change is to reduce scheme liabilities by £150k
- a significant increase in the value of assets held
- the discount rate used has increased from 1.8% to 2.0% providing an actuarial gain.

The disclosures required by accounting standard FRS17 "Retirement Benefits" are contained in Note 12 of the accounts.

Auditor's remuneration

Under the Public Finance and Accountability (Scotland) Act 2000 the Auditor General for Scotland appoints the auditors of the SSSC. For the financial years 2006/07 to 2010/11 the Auditor General appointed Audit Scotland to undertake the statutory audit of the SSSC.

The general duties of the auditor, including their statutory duties, are set out in the Code of Audit Practice issued by Audit Scotland and approved by the Auditor General.

The cost of statutory audit for 2006/07 was £18k (2005/06 £17.9k). Audit Scotland provided services solely relating to the statutory audit. No further assurance, tax or other services were provided.

All reports by internal and external audit are considered by the Audit Committee.

Payment of creditors

The SSSC is committed to the Confederation of British Industry Prompt Payment Code for the payment of bills for goods and services we receive.

It is our policy to make payments according to the agreed contract conditions. Where there is no contract or other understanding, suppliers are paid within 30 days of either receipt of the goods or services, or when they present a valid invoice or similar demand, whichever comes later.

We have paid 86% of invoices within 30 days (2005/06 87%) and 80% of invoices within agreed payment terms (2005/06 80%). These calculations are based on the date of the invoice and will therefore marginally understate the SSSC's performance as the invoice date will normally be earlier than the date the invoice is received.

We aim to ensure continuous improvement in payment performance.

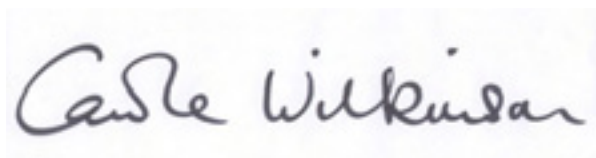
Audit considerations

So far as the Accountable Officer is aware, there is no relevant audit information of which the body's auditors are unaware.

The Accountable Officer has taken all steps they ought to have to make themselves aware of any relevant information and to establish that the body's auditors are aware of that information.

Statement of compliance with best practice

The management commentary has been prepared in accordance with the Accounting Standards Board's Reporting Statement: Operating and Financial Review 2006 as far as practicable. Adjustments have had to be made to reflect the public sector context.

A handwritten signature in dark ink, reading 'Carole Wilkinson', is displayed on a light-colored rectangular background.

Carole Wilkinson

Chief Executive

6 November 2007



renumeration report

"The remuneration
of Council Members
is determined
by the Scottish
Ministers"

Introduction

This report provides information on the remuneration of Scottish Social Services Council (SSSC) Council Members and senior managers. The senior managers are the Chief Executive, the Registrar (Depute Chief Executive), the Head of Education and Workforce Development and the Legal Adviser.

Remuneration Committee

The Remuneration Committee determines the performance element of the pay of the executive management team excluding the pay of the Chief Executive.

The following Council Members have been appointed to sit on the Remuneration Committee:

- Morag Alexander (SSSC Convener)
- Kate Pryde (Chair of Finance and Resources Committee)
- Ian Doig (Depute Chair of Finance and Resources Committee)
- Michael Kirby (Chair of Learning and Development Committee)
- Patrick Kelly (Chair of Registration, Regulation and Monitoring Committee).

The Committee is advised by the following officers:

- Chief Executive
- Senior HR Adviser.

Remuneration policy

Members

The remuneration of Council Members is determined by the Scottish Ministers. There is no performance element to Members' remuneration.

Chief Executive

The Chief Executive's remuneration is determined by the Senior Salaries Review Body. Performance is assessed through an annual appraisal performed by the Convener and this appraisal is submitted to the Scottish Executive to allow the Chief Executive's remuneration to be agreed.

The Executive Management Team

The executive management team are on a salary scale and progression to the maximum of the scale is determined by performance. Performance is assessed by

the SSSC's "Performance Development Review System" and is subject to agreement by the Remuneration Committee. The SSSC's pay strategy is approved by the Scottish Executive. Subject to that approval, a pay award package is negotiated with the trade union. When the pay award package has been agreed it is applied to the remuneration of senior managers and the main body of SSSC staff.

Notice periods

Members

Council Members are appointed for a term that does not exceed three years and may be re-appointed for a further term again not exceeding three years.

There is no notice period specified for Council Members. Either party may terminate early by giving notice but there is no exact time period specified. Normally there is no payment available in the event of early termination of the contract. However, where special circumstances exist, the Scottish Ministers may determine that compensation for early termination is appropriate and instruct the SSSC to make a payment. The value of the payment would also be determined by the Scottish Ministers.

Details of the service contracts for Council Members serving during the year are detailed below:

Name	Current term	Date of initial appointment	Date of re-appointment	Date of termination of appointment
Alexander, Morag (Convener)	2nd	01 Aug 2001	01 Aug 2004	31 July 2007
Bridgeford, Elizabeth	2nd	01 Sept 2001	01 Sept 2003	31 Aug 2006
Clark, Frank	1st	17 Oct 2006	n/a	16 Oct 2009
Doig, Ian	1st	01 Nov 2005	n/a	31 Oct 2008
Haddow, Anne	1st	01 Oct 2006	n/a	30 Sept 2009
Hartnoll, Mary	2nd	01 Aug 2001	01 Aug 2004	16 Oct 2006
Kelly, Patrick	2nd	01 Sept 2001	01 Sept 2003	31 Aug 2006
Kirby, Michael	2nd	01 Sept 2001	01 Sept 2004	31 Aug 2007
McGettrick, Bart	1st	01 Oct 2006	n/a	30 Sept 2009
McIntosh, James	2nd	01 Sept 2001	01 Sept 2003	31 Aug 2006
McKay, Margaret	1st	01 Nov 2005	n/a	31 Oct 2008
Midgley, Judith	2nd	01 Nov 2002	01 Nov 2005	31 Aug 2007
Pryde, Kate	2nd	01 Sept 2001	01 Sept 2004	31 Aug 2007
Rowlings, Cherry	2nd	01 Sept 2001	01 Sept 2004	31 Aug 2007
Smith, Stan	1st	01 Oct 2006	n/a	30 Sept 2009
Williams, Bryan	2nd	01 Sept 2001	01 Sept 2004	31 Aug 2007

Chief Executive

The Chief Executive, Carole Wilkinson commenced on a fixed term contract on 1 October 2001. This was followed by the issue of a permanent contract that commenced on 1 June 2005. The normal retirement age for this post is 65 and the current post holder will attain normal retirement age in 6.6 years. Termination of the contract requires a notice period of 6 months by either party.

There are no compensation payments specified in the contract in the event of early termination of the contract.

Senior Managers

The Registrar, Head of Education and Workforce Development and the Legal Adviser are members of the Executive Management Team. All are engaged on permanent contracts and are subject to the normal retirement age of 65. Termination of the contract requires a notice period of three months by either party.

There are no compensation payments specified in the contract in the event of early termination of the contract.

Name	Title	Date of appointment	Years to normal retirement age
Geraldine Doherty	Registrar	01 Feb 2002	15.1
Mary Howden	Head of Education and Workforce Development	6 Nov 2006	17.8
Val Murray	Legal Adviser	10 June 2002	17.9

Remuneration - SSSC Council Members

Salary 2006 £000		Salary 2007 £000
20 – 25	Alexander, Morag (Convener)	20 – 25
5 – 10	Bridgeford, Elizabeth (left 14 August 2006)	0 – 5
0 – 5	Doig, Ian	5 – 10
	Haddow, Anne (commenced 1 October 2006)	0 – 5
5 – 10	Kelly, Patrick (left 31 August 2006)	0 – 5
5 – 10	Kirby, Michael *	5 – 10
	McGettrick, Bart (commenced 1 October 2006)	0 – 5
0 – 5	McIntosh, James (left 31 August 2006)	0 – 5
0 – 5	McKay, Margaret	5 – 10
5 – 10	Midgley, Judith *	5 – 10
5 – 10	Pryde, Kate	5 – 10
5 – 10	Rowlings, Cherry *	5 – 10
	Smith, Stan (commenced 1 October 2006)	0 – 5
5 – 10	Williams, Bryan *	5 – 10

* Remuneration is paid to the employers of these members.

Frank Clark, the Convener of the Scottish Commission for the Regulation of Care (Care Commission), is a member of the Council but receives no remuneration from the SSSC. There is a reciprocal arrangement in place whereby the Convener of the SSSC, is a member of the Board of the Care Commission and receives no remuneration from the Care Commission.

Council Members are not eligible to join the pension scheme available to employees of the SSSC.

Remuneration – Executive Management Team

The salaries and pension entitlements of the Chief Executive and senior managers are as follows:

2006/07	Age	Emolu- ments £000	Real increase in		Accrued pension at age 60 £000	Related lump sum at age 60 £000	Cash equivalent transfer value		Real increase in cash equivalent transfer value £000
			Pension £000	Lump sum £000			at 31/03/06 £000	at 31/03/07 £000	
Carole Wilkinson Chief Executive	58	80-85	0-2.5	0-2.5	35-40	105-110	597	634	17
Geraldine Doherty Registrar	49	65-70	0-2.5	0-2.5	25-30	85-90	286	308	13
Mary Howden Head of Education and Workforce Development	47	50-55	n/a	n/a	20-25	65-70	n/a	201	n/a
Val Murray Legal Adviser	47	50-55	n/a	n/a	15-20	50-55	n/a	128	n/a

2005/06	Age	Emolu- ments £000	Real increase in		Accrued pension at age 60 £000	Related lump sum at age 60 £000	Cash equivalent transfer value		Real increase in cash equivalent transfer value £000
			Pension £000	Lump sum £000			at 31/03/05 £000	at 31/03/06 £000	
Carole Wilkinson Chief Executive	57	80-85	0-2.5	0-2.5	35-40	105-110	551	597	30
Geraldine Doherty Registrar	48	65-70	0-2.5	0-2.5	25-30	85-90	261	286	17
Raymond Taylor Head of Learning and Development	46	55-60	0-2.5	0-2.5	25-30	75-80	198	224	20

No benefits in kind were paid during 2005/06 and 2006/07

Discretionary benefits policy

The Chief Executive and senior managers do not have any contractual rights to early termination compensation payments but the SSSC operates a discretionary benefits policy that is applicable to all staff (excluding Council Members).

This policy allows additional years of pensionable service to be awarded to those members of the pension scheme who have more than five years pensionable service. The award of additional pensionable service is limited to a maximum of six and two thirds years in a redundancy situation and ten years if early termination is in the interests of the efficiency of the service.

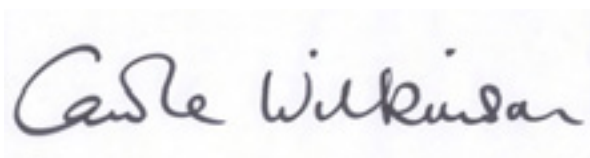
Alternatively, pension scheme members with more than two years pensionable service may be paid compensation of up to 66 weeks pay.

The number of years added or the amount of compensation paid, if any, is determined on the basis of individual circumstances and the employee's age and length of service. All awards of additional service and compensation for early termination must be approved by the Council.

Services from other organisations

The Director of Finance and Administration (Tom Waters) and Director of Human Resources (Carol Proudfoot) are employed by the Care Commission but provide professional services to the SSSC through a Service Level Agreement (SLA). The SSSC made payments to the Care Commission for professional services as follows:

	2005/06 £000	2006/07 £000
Tom Waters , Director of Finance & Administration	16.0	20.2
Carol Proudfoot , Director of Human Resources	1.0	1.2



Carole Wilkinson

Chief Executive

6 November 2007



statement of accountable officer's responsibilities

"a true and fair
view of the SSSC's
affairs at the year
end"

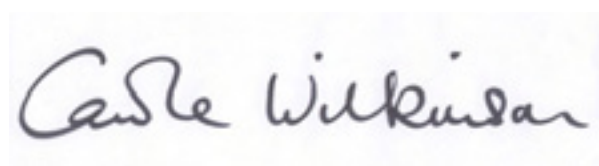


Under paragraph 9(1) of Schedule 2 to the Regulation of Care (Scotland) Act 2001, the SSSC is required to prepare a statement of accounts for each financial year in the form and on the basis directed by the Scottish Ministers. The accounts are prepared on an accruals basis and must give a true and fair view of the SSSC's affairs at the year end and of its financial activities during the year.

In preparing the accounts, the SSSC is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the accounts direction issued by the Scottish Ministers, including the 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 have been followed and disclose and explain any material departures in the financial statements
- prepare the financial statements on a going concern basis, unless it is inappropriate to presume that the SSSC will continue in operation.

The Scottish Ministers designated the Chief Executive as the Accountable Officer for the SSSC. The Chief Executive's relevant responsibilities as Accountable Officer, including responsibility for the propriety and regularity of the public finances and for the keeping of proper records, are set out in the Non-Departmental Public Bodies' Accountable Officer Memorandum issued by the Scottish Executive and published in the Scottish Public Finance Manual.



Carole Wilkinson

Chief Executive

6 November 2007



statement of internal control

"the SSSC is
committed to
a process of
continuous
development and
improvement"

1. Scope of responsibility

As Accountable Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of the SSSC's policies, aims and objectives, while safeguarding the public funds and the NDPB's assets for which I am personally responsible, in accordance with the responsibilities assigned to me.

The Management Statement and Financial Memorandum for the SSSC makes clear that I am personally responsible to the Scottish Ministers, who are ultimately accountable to the Scottish Parliament, for securing propriety and regularity in the management of public funds in my charge and for the day-to-day operations and management of the SSSC.

The SSSC is accountable to its Sponsor, the Social Work Services Policy Division of the Department for Education and Young People of the Scottish Executive.

The Corporate Plan and budget are agreed with the Scottish Ministers. Regular performance meetings are held with the Sponsor where progress against the plan and key performance indicators are discussed.

The Sponsor occasionally attends Council meetings, is supplied with copies of all relevant Council and Committee papers and also receives budget monitoring information on a monthly basis.

The SSSC follows the guidance set out in the Scottish Public Finance Manual (SPFM). The SPFM is issued by the Scottish Ministers to provide guidance to the Scottish Executive and other relevant bodies on the proper handling of public funds. It is mainly designed to ensure compliance with statutory and parliamentary requirements, promote value for money and high standards of propriety and secure effective accountability and good systems of internal control.

2. The purpose of the system of internal control

The system of internal control is designed to manage risk rather than eliminate the 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 the principal risks to the achievement of policies, aims and objectives; to evaluate the nature and extent of those risks and to manage them efficiently, effectively and economically.

The system of internal control has been in place in the SSSC for the year ended 31 March 2007 and up to the date of approval of the annual report and accounts, and accords with guidance from the Scottish Ministers.

3. The risk and control framework

All bodies subject to the requirements of the Scottish Public Finance Manual must operate a risk management strategy in accordance with the guidance issued by the Scottish Ministers. The general principles for a successful risk management strategy are set out in the SPFM.

Leadership for managing risk comes from Council Members and the executive management team by making sure that risks are identified and addressed as an integral part of the corporate planning process.

Facilitated risk workshops are attended by Council Members and all staff are invited. These workshops identify risks and allocate responsibility for managing the risks.

The risks identified are addressed in the preparation of the corporate plan which has been developed to show clear links between the risks identified on the risk register and the SSSC's corporate objectives. As a result, the risks identified become embedded in managers' work plans for the year.

The executive management team meet regularly to consider the plans and strategic direction of the organisation.

All staff are trained in the duties they are required to perform and attend regular "one-to-one" supervision sessions to discuss work related issues, progress towards objectives, training and personal development requirements. There is a formal Scheme of Delegation that sets out the powers and responsibilities of staff. The Scheme of Delegation is reflected in the authorisation limits provided in the SSSC's financial system.

The SSSC continues to embed risk management principles throughout the organisation and a risk awareness training programme has been developed and this was delivered to staff during financial year 2006/07.

More generally, the organisation is committed to a process of continuous development and improvement. Systems are developed in response to any relevant reviews and developments in best practice in this area. In particular, in the year to 31 March 2007 and up to the signing of the accounts the SSSC:

- has organised risk management workshops that were attended by members of the Council and staff. The existing risk register was reviewed and the top 11 risks facing the organisation identified
- has set targets to measure financial and other performance across the organisation and for individual managers and other staff and progress on them is regularly monitored
- approved business continuity and emergency response plans (Finance and Resources Committee in May 2006)

- tested the Business Continuity Plan in March 2007
- continues to develop contingency plans in the areas of information and communications technology (ICT) and communications
- has in place a procurement policy and associated guidance and access to procurement expertise has been achieved through a Service Level Agreement with the Scottish Commission for the Regulation of Care
- continues to develop Key Performance Indicators (KPIs) which have been regularly reported on to Council and operational Committees
- provides the Audit Committee, on each occasion it meets, with an update on progress towards implementing all recommendations agreed with internal and external auditors
- is continuing to develop a new system in conjunction with the other three UK Care Councils to provide the integrated functionality required for registration and conduct processes
- is further developing a risk and control framework
- has developed financial training for budget holders and members and this was delivered early in 2007/08
- has a formal risk management strategy, approved by Council in June 2006.

4. Review of effectiveness

As Accountable Officer, I have responsibility for reviewing the effectiveness of the system of internal control. My review is informed by:

- the executive managers within the SSSC who have responsibility for the development and maintenance of the internal control framework
- the work of internal auditors, who submit to the SSSC's Audit Committee regular reports which include an independent and objective opinion on the adequacy and effectiveness of the organisation's systems of internal control together with recommendations for improvement
- comments made by the external auditors in their management letter and other reports.

An effective system of internal control is maintained by the regular reporting of progress against the corporate plan and budget. Systems are reviewed by staff and managers on a regular basis and procedures revised where appropriate.

The following all have a role to play in ensuring that a robust and effective system of internal control is maintained and reviewed.

- **The Council**

The Council remains ultimately responsible and accountable for all the decisions taken in its name, whether directly or through its Committees.

The Council must approve the making, revision or revocation of Standing Orders, the approval of the Annual Report and Accounts, budget, corporate plan, risk register and risk management strategy for each financial year.

The Council is also responsible for the approval of the appointment of internal auditors to the SSSC.

- **The Audit Committee**

The purpose of the Audit Committee is to take an overview of the financial reporting arrangements of the Council, the external and internal audit arrangements and also to ensure that there is a sufficient and systematic review of the internal control arrangements of the organisation, including arrangements for risk management.

The membership of the Committee includes two co-opted members to provide specific expertise relevant to the work of the Committee.

- **The Finance and Resources Committee**

The purpose of the Finance and Resources Committee is to take an overview of how the Council conducts its business, overseeing, on behalf of the Council, the preparation of budgets, identifying resource requirements, and the efficient, effective, and economical use of the Council's resources.

The membership of the Committee includes two co-opted members to provide specific expertise relevant to the work of the Committee.

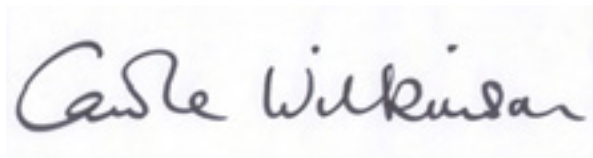
- **Internal audit**

The SSSC's internal audit function has been contracted out. Internal audit forms an integral part of the SSSC's internal control arrangements. This ensures appropriate monitoring of risks and controls is in place.

Other review and assurance mechanisms include external audit, the regular performance monitoring meetings with the Sponsor and the Sponsor's auditors who have the power to examine SSSC's records and undertake investigations as necessary.

During financial year 2007/08 it is intended to undertake the following actions to improve the SSSC's system of internal control:

- The system and procedures associated with the collection of registration fees are to be revised.

A handwritten signature in dark ink, reading 'Carole Wilkinson', on a light-colored background.

Carole Wilkinson

Chief Executive

6 November 2007



independent auditor's report

"prepared under
the accounting
policies set out
within them"

Independent auditor's report to the Members of the Scottish Social Services Council, the Auditor General for Scotland and the Scottish Parliament

I have audited the financial statements of the Scottish Social Services Council for the year ended 31 March 2007 under the Regulation of Care (Scotland) Act 2001. These comprise the Income and 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.

This report is made solely to the parties to whom it is addressed in accordance with the Public Finance and Accountability (Scotland) Act 2000 and for no other purpose. In accordance with paragraph 123 of the Code of Audit Practice approved by the Auditor General for Scotland, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

Respective responsibilities of the Council, Chief Executive and Auditor

The Council and Chief Executive are responsible for preparing the Annual Report and the financial statements in accordance with the Regulation of Care (Scotland) Act 2001 and directions made thereunder by the Scottish Ministers. The Chief Executive is also responsible for ensuring the regularity of expenditure and receipts. These responsibilities are set out in the Statement of Accountable Officer's Responsibilities.

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and with International Standards on Auditing (UK and Ireland) as required by the Code of Audit Practice approved by the Auditor General for Scotland.

I report 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 Regulation of Care (Scotland) Act 2001 and directions made thereunder by the Scottish Ministers. I also report whether in all material respects the expenditure and receipts shown in the financial statements were incurred or applied in accordance with any applicable enactments and guidance issued by the Scottish Ministers. I also report if, in my opinion, the Management Commentary is not consistent with the financial statements, if the body 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 relevant authorities regarding remuneration and other transactions is not disclosed.

I review whether the Statement on Internal Control reflects the Scottish Social Services Council's compliance with the Scottish Executive's guidance. I report if, in my opinion, it does not comply with the guidance or if it is misleading or inconsistent with other information I am aware of from my audit of the financial statements. I am not required to consider, nor have I considered, whether the statement covers all risks and controls. Neither am I required to form an opinion on the effectiveness of the body'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 only the Management Commentary and the Remuneration Report. I consider the implications for my report if I become aware of any apparent mis-statements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

Basis of audit opinion

I conducted my audit in accordance with the Public Finance and Accountability (Scotland) Act 2000 and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board as required by the Code of Audit Practice approved by the Auditor General for Scotland. An audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of expenditure and receipts 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 judgements made by the Council and Chief Executive in the preparation of the financial statements, and of whether the accounting policies are appropriate to the body'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 mis-statement, whether caused by fraud or error, and that in all material respects the expenditure and receipts shown in the financial statements were incurred or applied in accordance with any applicable enactments and guidance issued by the Scottish Ministers. 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.

Opinion

Financial statements

In my opinion:

- the financial statements give a true and fair view, in accordance with the Regulation of Care (Scotland) Act 2001 and directions made thereunder by the Scottish Ministers, of the state of affairs of the Scottish Social Services Council as at 31 March 2007 and of its net operating cost, 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 Regulation for Care (Scotland) Act 2001 and directions made thereunder by the Scottish Ministers.

Regularity

In my opinion, in all material respects, the expenditure and receipts shown in the financial statements were incurred or applied in accordance with any applicable enactments and guidance issued by the Scottish Ministers.



Linda Porter, CPFA
Senior Audit Manager, Audit Services
Audit Scotland
Osborne House
1/5 Osborne Terrace
Edinburgh EH12 5HG

7 November 2007



Scottish Social Services Council financial accounts for the year ended 31 March 2007

"accounts have
been prepared
in accordance
with the Accounts
Direction issued
by the Scottish
Ministers"



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Balance Sheet	76
Cash Flow Statement	77
Notes to the Accounts	78-89
Accounts Direction	Appendix 1

Income and Expenditure Account for the year ended 31 March 2007

Restated 2006 £000		Notes	2007 £000
Income			
(2,107)	Operating income	2	(2,515)
<u>(2,107)</u>	Total income		<u>(2,515)</u>
Expenditure			
2,712	Staff costs	3b	3,071
1,963	Operating expenditure	4a	2,303
1,938	Disbursement grants	4b	1,284
2,210	Bursaries	4b	2,546
1,585	Practice learning fees	4b	2,184
<u>10,408</u>	Total expenditure		<u>11,388</u>
8,301	Operational cost on ordinary activities before interest		8,873
(21)	Bank interest (net of charges)		(18)
24	(Return)/cost on pension assets and liabilities		(11)
<u>8,304</u>	Operational cost on ordinary activities after interest		<u>8,844</u>
(23)	Write back of notional cost of capital		(27)
(56)	Movement on pensions reserve	8	84
<u>8,225</u>	Net operating cost		<u>8,901</u>

All operations are continuing.

The notes on pages 78–89 form an integral part of these accounts.

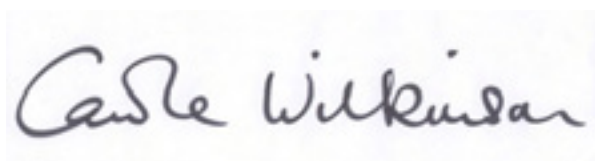
Statement of Recognised Gains and Losses for the year ended
31 March 2007

2006 £000	Notes	2007 £000
(85) Net actuarial gain/(loss) on valuation of pension fund	12d	489
(749) Change in pension fund valuation discount rate	12d	0
0 Gain on fixed asset revaluation	9	1
<u>(834)</u> Recognised gains and (losses) for the financial year		<u>490</u>

The notes on pages 78-89 form an integral part of these accounts.

Balance Sheet as at 31 March 2007

Restated 2006 £000		Notes	2007 £000
	Fixed assets		
291	Tangible assets	5	333
	Current assets		
582	Debtors	6	1,827
2,028	Cash at bank and in hand		0
2,610			1,827
	Current liabilities		
0	Cash at bank and in hand		(548)
(1,918)	Creditors - amounts falling due within one year	7	(1,041)
(1,918)			(1,589)
692	Net current assets		238
(1,841)	Pensions liability	12e	(1,268)
(858)	<i>Total assets less liabilities</i>		(697)
	Financed by:		
(1,841)	Pensions reserve	8	(1,268)
0	Revaluation reserve	9	1
	Specific reserves:		
120	• Legal fees	10a	120
375	• OSCAR development	10b	123
488	General fund	11a	327
(858)			(697)



Carole Wilkinson

Chief Executive

6 November 2007

The notes on pages 78-89 form an integral part of these accounts.

Cash Flow Statement for the year ended 31 March 2007

Restated 2006 £000		Notes	2007 £000
(7,305)	Net cash inflow from operating activities	(i)	(10,963)
21	Returns on investments and servicing of finance	(ii)	18
	Capital expenditure		
(237)	Payments to acquire fixed assets		(120)
	Financing		
8,895	Grants and grant in aid		8,489
<u>1,374</u>	Increase/(decrease) in cash	(iii)	<u>(2,576)</u>

(i) Reconciliation of operating surplus to net cash inflow from operating activities

Restated 2006 £000		2007 £000
(8,301)	Net operating surplus/(deficit)	(8,873)
423	Decrease/(increase) in debtors	(1,246)
456	(Decrease)/(increase) in creditors	(877)
32	Pensions adjustment	(73)
23	Notional cost of capital adjustment	27
56	Depreciation	67
6	Revaluation of fixed assets	12
	Net cash inflow/(outflow) from operating activities	
<u>(7,305)</u>		<u>(10,963)</u>

(ii) Returns on investments and servicing of finance

2006 £000		2007 £000
22	Interest received	19
(1)	Interest paid	(1)
<u>21</u>		<u>18</u>

(iii) Analysis of changes in cash during the period

	At 1 April 2006 £000	Cashflow £000	At 31 March 2007 £000
Cash at bank and in hand	<u>2,028</u>	<u>(2,576)</u>	<u>(548)</u>

The notes on pages 78–89 form an integral part of these accounts.

Notes to the accounts

1 ACCOUNTING POLICIES

1.1 Basis of accounting

These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets. The accounts have been prepared in accordance with the Accounts Direction issued by the Scottish Ministers, and they meet the requirements of the Companies Act 1985, and of the Statements of Standard Accounting Practice/Financial Reporting Standards issued and adopted by the Accounting Standards Board, so far as those requirements are appropriate. The Accounts Direction is reproduced in Appendix 1.

The accounting policies and estimation techniques have been reviewed to ensure they remain the most appropriate.

The SSSC's liquid resources comprise cash balances only.

Change in Accounting Policy

Grants and Grant in Aid

With effect from this financial year grants and grant in aid are treated as sources of funds and are credited to the general reserve on the balance sheet. The income and expenditure account now shows an operating cost. This operating cost is then transferred to the general reserve where the grants and grant in aid have been credited.

In previous years grants and grant in aid would be recorded as income in the income and expenditure account and a small surplus or deficit would be expected. This surplus or deficit would be transferred to the general reserve.

This change in accounting policy has no effect on the overall financial position.

The 2005/06 comparative figures have been restated in response to this change in accounting policy.

The table below shows the net position for the year compared to what it would have been had these changes not been introduced:

2006 £000	2007 £000
8,225 Incorporating FReM changes	8,901
(495) Without FReM changes	453

1.2 Tangible fixed assets

1.2.1 Capitalisation

The minimum level for capitalisation of a single tangible fixed asset is £10,000. Assets with individual values less than £10,000 when purchased together are capitalised where the value of group purchase exceeds £10,000.

1.2.2 Valuation

All assets have been valued at replacement cost, adjusted in accordance with the asset lives assigned to give a depreciated value.

Assets have been subject to an indexation adjustment to reflect the value of the assets to the organisation by reference to current costs.

1.2.3 Depreciation

Depreciation is charged on all tangible fixed assets on a straight line basis using the expected economic life of the asset. A full year's depreciation is charged in the year of purchase and no depreciation is charged in the year of disposal. The economic life of assets are determined as:

Fixtures and fittings:	Determined on an individual asset basis
Office furniture & equipment:	Individual items over £10,000 will have useful economic lives determined on an individual asset basis. Group purchases of assets individually valued at less than £10,000 will be depreciated over eight years
ICT equipment:	Individual items over £10,000 will have useful economic lives determined on an individual asset basis. Group purchases of assets individually valued at less than £10,000 will be depreciated over four years

1.3 Government grants receivable

Grants and grant in aid in respect of revenue expenditure are treated as a source of financing and are credited to the General Fund.

1.4 Disbursement grants and bursaries payable

This expenditure is recognised in the income and expenditure account in the period in which the recipient carries out the specific activity, which forms the basis of entitlement to grant, or otherwise meets the grant entitlement criteria.

1.5 Leases

The Council holds no finance or operating leases.

1.6 Notional costs

In line with Government Financial reporting Manual the Council has included a notional cost for cost of capital. This charge is calculated in accordance with Treasury guidance at 3.5% (2005/06: 3.5%) on the average of all assets less liabilities.

1.7 Pension costs

All the requirements of FRS 17 Retirement Benefits as adapted to the public sector have been applied when accounting for the SSSC pension scheme.

1.8 Shared services

The SSSC shares its headquarters and some services with the Scottish Commission for the Regulation of Care (Care Commission). There is a Service Level Agreement (SLA) between the SSSC and Care Commission and the Care Commission charges the SSSC for property costs, ICT costs, and professional services based on this SLA.

1.9 Value Added Tax (VAT)

The SSSC can recover only a nominal value of VAT incurred on purchases, with irrecoverable VAT being charged to the income and expenditure account.

1.10 Revenue and capital transactions

Revenue and capital transactions are recorded in the accounts on an income and expenditure basis ie recognised as they are earned or incurred, not as money is received or paid. All specific and material sums payable to and due by the SSSC as at 31 March 2007 have been brought into account.

1.11 Prior period adjustments

Prior period adjustments are material adjustments applicable to prior years, arising from changes in accounting policies or the correction of fundamental errors. In accordance with Financial Reporting Standard 3 (Reporting Financial Performance) prior period adjustments are accounted for by restating the comparative figures for the preceding period in the Statement of Accounts and Notes, and adjusting the opening balance of reserves for the cumulative effect.

2 OPERATING INCOME

2006 £000	2007 £000
1,585 Practice Learning Fees*	1,990
235 Registration fees	269
72 Recovery of Disclosure Scotland fees	58
24 Conference fees	19
30 Care Accolades and conference sponsorship	39
83 Recharges**	83
78 Seconded officers	57
<u>2,107</u>	<u>2,515</u>

* Practice learning fees are paid to universities to fund practice learning days for social work students within workplace settings. An administration fee is paid to each university to administer this function.

** Recharges were made to various bodies. They mainly arose from our work as a Sector Skills Council.

3 STAFF NUMBERS AND COSTS

3a Average number of staff employed (full time equivalent)

2006 FTE	2007 FTE
14 Chief Executive and corporate	11
26 Registration	31
13 Learning and Development	14
6 Scottish Practice Learning Project	6
5 Legal and Committee Services	8
7 Central and Support Services	7
5 Communications	5
3 Secondments inward	3
(2) Secondments outward	(1)
<u>77</u>	<u>84</u>

3b Breakdown of staff costs

2006 £000	2007 £000
1,835 Salaries	2,078
144 Social security costs	171
300 Pension costs	227
53 Agency staff	58
150 Secondment inwards	179
230 Other staff costs	358
2,712 Staff costs	3,071
(78) Secondments outwards	(57)
<u>2,634 Total staff costs</u>	<u>3,014</u>

4 ANALYSIS OF OPERATING COSTS

4a Operating expenditure

2006 £000	2007 £000
339 Property costs	472
580 Administration costs	869
56 Depreciation	67
6 Indexation	12
848 Supplies and services	751
111 Transport costs	105
23 Notional cost of capital	27
<u>1,963</u>	<u>2,303</u>

The above total includes £18k (2005/06: £17.9k) for external auditor's remuneration and £15.3k (2005/06: £12.1k) for internal auditor's remuneration. External audit received no fees in relation to non-audit work.

4b Analysis of disbursements

Disbursement grants totalling £1.3m (2005/06: £1.9m) were paid to education and training providers to provide appropriate training to the social services workforce.

During 2006/07 postgraduate bursaries totalling £2.5m (2005/06: £2.2m) were managed by the SSSC. Of this, £1.6m was paid directly to students undertaking postgraduate social work training and £0.9m to universities for tuition fees.

A total of £2.2m (2005/06: £1.6m) was paid to universities to support practice learning opportunities during the year.

5 TANGIBLE FIXED ASSETS

	ICT equipment £000	Office equipment £000	Office furniture £000	Fixtures and fittings £000	Total £000
Cost or Valuation:					
At 1 April 2006	158	52	48	127	385
Revaluation (gain)	0	0	1	0	1
Additions	105	15	0	0	120
At 31 March 2007	263	67	49	127	506
Depreciation:					
At 1 April 2006	76	3	6	9	94
Revaluation	6	1	0	5	12
Charge for year	45	8	6	8	67
At 31 March 2007	127	12	12	22	173
Net book value:					
At 31 March 2007	136	55	37	105	333
At 31 March 2006	82	49	42	118	291

6 DEBTORS

2006 £000	2007 £000
155 Trade debtors	714
368 Prepayments and accrued income	1,041
59 Other debtors	72
582	1,827
This is further analysed into:	
199 Government bodies	1,183
383 Bodies external to government	638
0 Local authorities	6
582	1,827

7 CREDITORS

2006 £000	2007 £000
1,712 Trade creditors	677
39 Other creditors*	107
49 Tax and social security	59
14 Value Added Tax	11
104 Accrued income	187
<u>1,918</u>	<u>1,041</u>

This is further analysed into:

968 Government bodies	106
950 Bodies external to government	910
0 Local authorities	25
<u>1,918</u>	<u>1,041</u>

* Other creditors includes £66k to fund a pay award and the implementation of a revised pay and grading scheme both of which are due to be implemented with effect from 1 April 2006. The pay award and revised pay and grading scheme are still being discussed with the Scottish Executive Pay Policy Unit and will subsequently require to be agreed with the trade union.

8 MOVEMENT ON PENSIONS RESERVE

2006 £000	2007 £000
(951) Opening balance	(1,841)
(85) Actuarial gain/(loss) recognised in STRGL	489
(56) Transferred to income and expenditure a/c	84
(749) Effect of change in accounting methodology	0
<u>(1,841)</u> Closing balance	<u>(1,268)</u>

9 MOVEMENT ON REVALUATION RESERVE

2006 £000	2007 £000
0 Opening balance	0
0 Increase in assets from revaluation	1
<u>0</u> Closing balance	<u>1</u>

10 SPECIFIC RESERVES

Approval from the Sponsor to create two specific reserves was granted in 2005/06.

A sum of £120k is earmarked to provide additional funding for future legal costs which could arise due to the unpredictable frequency and complexity of conduct cases. This reserve was not utilised during the year.

The **On-line Social CAre Register** (OSCAR) is a system being developed for the Social Care Councils in Scotland, England, Wales and Northern Ireland. The project is being managed by the General Social Care Council (England). The project will be completed in 2007/08 and the remaining funding for the project of £123k is being held in a specific reserve to be drawn on as the project progresses.

10a Movement on specific reserve – legal fees

2006 £000		2007 £000
0	Opening balance	120
120	Transfer from general fund	0
<u>120</u>	Closing balance	<u>120</u>

10b Movement on specific reserve – OSCAR development

2006 £000		2007 £000
0	Opening balance	375
375	Transfer from/(to) general fund	(252)
<u>375</u>	Closing balance	<u>123</u>

11 SOURCES OF FINANCING

11a General Fund

Restated 2006 £000		Revenue 2007 £000	Capital 2007 £000	Total 2007 £000
313	Opening balance	197	291	488
(8,225)	Retained surplus (deficit) for year	(8,822)	(79)	(8,901)
8,895	Grants and grant in aid	8,369	120	8,489
	Transfer to specific reserves:			
(120)	Legal reserve	0	0	0
(375)	OSCAR reserve	252	0	252
<u>488</u>	Closing balance	<u>(4)</u>	<u>332</u>	<u>328</u>

Income from government grants

11b Grant in aid

Restated 2006 £000		2007 £000
7,553	Approved grant in aid from Scottish Executive	7,846
7,553	Grant drawdown during the year	7,846
(467)	Repaid to Scottish Executive	0
<u>7,086</u>	Grant in aid required for the year	<u>7,846</u>

11c Analysis of grant in aid, government grants and other government income

Restated 2006 £000		2007 £000
7,086	Grant in aid:	7,846
	Government grants:	
380	Scottish practice learning project team (i)	429
500	Practice learning transitional funding	0
100	Practice teaching award	0
574	OSCAR development	0
<u>1,554</u>		<u>429</u>
	Other government income:	
46	Housing project	47
74	Scottish Credit and Qualifications Framework (SCQF)	59
9	Care Accolades	0
126	Sector Skills Development Agency (ii)	108
<u>255</u>		<u>214</u>
	Total Grant in aid, government grants and other government income	
<u>8,895</u>		<u>8,489</u>

(i) Scottish Practice Learning Project (SPLP) team funding represents salaries and overheads relating to the project team.

(ii) The SSSC has received funds from the Sector Skills Development Agency to cover the costs of carrying out its function as a sector skills council.

12 PENSION COSTS

Financial Reporting Standard 17 (FRS 17) – Accounting for Retirement Benefits sets out the accounting treatment to be followed when accounting for the costs of providing a pension scheme.

Tayside Superannuation Fund

The Fund is administered by Dundee City Council and the pension scheme is part of the Local Government Pension Scheme. It is a defined benefit scheme, which means that the benefits to which members and their spouses are entitled are determined by final pensionable pay and length of service.

The most recent actuarial valuation of the Tayside Superannuation Fund was carried out by a qualified independent actuary, Barnett Waddingham, as at 31 March 2005. The next formal valuation is due as at 31 March 2008.

The contributions paid by the Council for the year to 31 March 2007 were £292k representing 16.5% of pensionable pay (2005/06: £268k representing 16.5% of pensionable pay). The contribution rate for the year to 31 March 2008 will increase to 17.7%. Employee contributions are fixed at 6% of pensionable pay.

SSSC financial accounts for the year ended 31 March 2007 86-87

The Tayside Superannuation Fund is a multi-employer scheme which includes former Tayside Councils and a number of other admitted bodies. The SSSC's share of the underlying assets and liabilities have been separately identified on the following basis:

12a Main financial assumptions

Assumptions	As at 31 March 2006		As at 31 March 2007	
	% per annum	real rate % per annum	% per annum	real rate % per annum
Price increases	3.0%	-	3.3%	-
Salary increases	4.5%	1.5%	4.8%	1.5%
Pensions increases	3.0%	-	3.3%	-
Discount rate	4.8%	1.8%	5.4%	2.0%

12b Fair value of assets held

The table below provides details of the fair value of the SSSC's share of the assets held by the fund and the expected rates of return on these assets.

Asset class	As at 31 March 2006		As at 31 March 2007	
	Assets £000	Expected Return % p.a.	Assets £000	Expected Return % p.a.
Equities	4,623	7.0%	5,399	7.2%
Gilts	762	4.2%	802	4.4%
Other Bonds	305	4.9%	309	5.4%
Property	549	6.5%	816	6.7%
Cash	141	4.0%	170	5.0%
Total	6,380	6.5%	7,496	6.7%

12c Pension expense for the year to 31 March 2007

The amounts below are included in the income and expenditure account.

	Year to 31 March 2006		Year to 31 March 2007	
	£000	£000	£000	£000
Current service costs		310		371
Past service costs		0		(150)
Gains/losses on settlements and curtailments		0		0
Interest costs	347		418	
Expected return on employer's assets	(323)		(429)	
Net cost/(return) on assets and liabilities		24		(11)

The past service gain of £150k is as a result of a change to the regulations governing the Local Government Pension Scheme in Scotland.

Under new tax rules, scheme members are now able to exchange pension for additional lump sum benefits. The actuaries have assumed that 50% of scheme members will exercise this option and this impacts on the valuation of accrued liabilities. This change affects past service because a proportion of the pension entitlement already earned by scheme members can now be exchanged for a lump sum payment.

12d Analysis of the amount recognised in statement of total recognised gains and losses

	Year to 31 March 2006		Year to 31 March 2007	
	%	£000	%	£000
Actual return less expected returns on assets – (expressed as a percentage of assets)	16.1	1,030	1.8	139
Experience gains/(losses) arising on liabilities - (expressed as a percentage of present value of liabilities)	0.6	48	-	-
Changes in assumptions underlying the present value of scheme liabilities		(1,163)		350
Total actuarial gain/(loss) - (expressed as a percentage of present value of liabilities)	(1.0)	(85)	5.6	489
Effect of change in the discount rate		(749)		

12e Movement for the year to 31 March 2007

	Year to 31 March 2006 £000	Year to 31 March 2007 £000
Surplus/(deficit) at beginning of year	(951)	(1,841)
Effect of change in the discount rate	(749)	0
Current service cost	(310)	(371)
Employer contributions	268	284
Unfunded pension payments	10	10
Past service costs	-	150
Net return on assets	(24)	11
Total actuarial gain/(loss)	(85)	489
Surplus/(deficit) at end of year	(1,841)	(1,268)

13 COMMITMENTS

There were no capital commitments as at 31 March 2007.

14 CONTINGENT LIABILITIES

There were no contingent liabilities as at 31 March 2007.

15 PROVISIONS

No provisions for liabilities and charges have been made.

16 RELATED PARTY TRANSACTIONS

The SSSC is a Non-Departmental Public Body (NDPB) sponsored by the Social Work Services Policy Division of the Department for Education and Young People of the Scottish Executive. The Scottish Executive is regarded as a related party, as is the Scottish Commission for the Regulation of Care.

A Register of Interests is maintained and updated annually. None of the Council Members, key managerial staff or other related parties has undertaken material transactions with the SSSC during the year.

17 EVENTS AFTER THE BALANCE SHEET DATE

In June 2007 a university discovered an error on their 2006/07 practice learning fee claim resulting in the university receiving £194k less than it was entitled to.

In accordance with FRS 21 "Events after the Balance Sheet Date" the financial statements have been adjusted to reflect the revised claim. An accrual has been made to include the additional £194k practice learning fee expenditure. However the Scottish Executive had closed their accounts before the error was discovered and the corresponding income will be included in 2007/08.



appendix 1 - accounts direction

"reproduced as
an appendix to
the statement of
accounts"



Appendix 1

Scottish Social Services Council



Direction by the Scottish Ministers

- The Scottish Ministers, in pursuance of paragraph 9(1) of Schedule 2 to the Regulation of Care (Scotland) Act 2001, hereby give the following direction.
- The statement of accounts for the financial year ended 31 March 2006, and subsequent years, shall comply with the accounting principles and disclosure requirements of the edition of the Government Financial Reporting Manual (FReM) which is in force for the year for which the statement of accounts are prepared.
- The accounts shall be prepared so as to give a true and fair view of the income and expenditure and cash flows for the financial year, and of the state of affairs as at the end of the financial year.
- This direction shall be reproduced as an appendix to the statement of accounts. The direction given on 25 November 2001 is hereby revoked.

Kate Vincent

Signed by the authority of the Scottish Ministers

Dated: 16 January 2006

