

Scottish Social Services Council

Annual Report and Accounts 2014/15



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Annual Report and Accounts of the Scottish
Social Services Council

This report is laid before the Scottish Parliament
under the Regulation of Care (Scotland) Act 2001
and Section 22(5) of the Public Finance and
Accountability (Scotland) Act 2000.

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The Accountable Officer authorised these
financial statements for issue on 27 October 2015



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FOREWORD



FOREWORD FROM THE CONVENER

I believe our work means the people of Scotland can count on social services being provided by a trusted, skilled and confident workforce and as such our work touches the lives of most people in Scotland. This annual report highlights the work we are doing to raise standards of practice in social services and protection of the public through registration, regulation and a programme of workforce development.

The context that social service professionals are working in is developing and changing at a rapid pace and this has implications for our role both in regulation and in developing a professional workforce. This is reflected in the aspirations of our Strategic Plan.

Almost all of us will use social services at some point in our lives. The public and people who use social services have the right to expect that those who work in those services have the skills and qualities needed to provide a high standard of care. We have approximately 189,000 social service workers in Scotland and almost half are now on the SSSC Register. Each year this means more people are required to meet the standards set out in our Codes of Practice and gain the right skills and qualifications for a range of complex, challenging and rewarding jobs. In the coming year we will begin a review of the SSSC Codes of Practice and your views will be central to making sure they reflect the standards of practice we all want to see.

In the last year, we reviewed and streamlined our fitness to practise process, allowing us to manage the continual increase in cases that comes with each new group on the SSSC Register. This is not without resourcing challenges for Scottish Government and for us as our Register will continue to grow until 2020. However we are confident that together we can meet this challenge. I am always keen to hear your views and involve people in how we go about our work. In the last year we asked for views on a number of areas including the move to a fitness to practise model of regulation and the impact of registration on the social service professions. In 2015-16 we will start to implement the move to a fitness to practise approach and there will be more information on this on our website and in newsletters soon. We will also report on the outcome of our research into your views on registration in 2015.

Efficient use of resources is a priority for all businesses, public and private. One of the ways in which we can increase efficiency is through a shift to digital to improve the service we provide. This is about much more than having a good website – it means new ways of thinking and designing services. We have worked hard to develop and improve our digital services and this will continue.

This is a significant workforce with one in every 13 people in Scotland employed in social services of some kind. It is vital that we continue to play our role in developing the professionalism of this workforce, leading to improved outcomes for the people of Scotland through public protection. I am confident that the programme outlined in our Strategic Plan and the achievements reported here demonstrate the progress we are making.

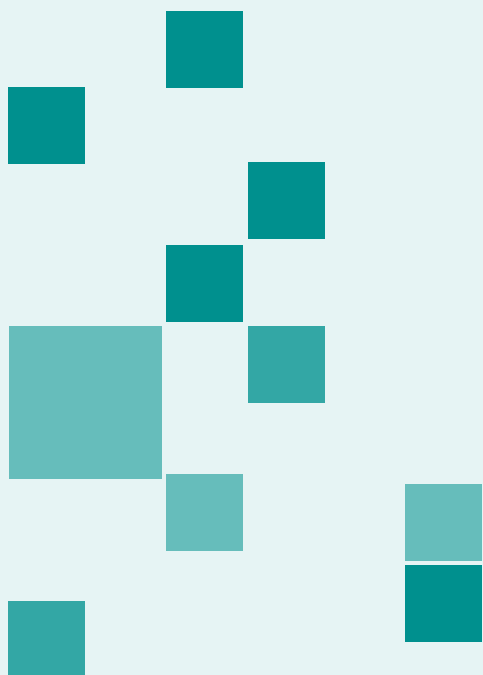
Along with my colleagues on the Council, I welcome any feedback on our work.

Professor James McGoldrick

ANNUAL REPORT

(INCLUDING MANAGEMENT
COMMENTARY AND
REMUNERATION REPORT)

MANAGEMENT COMMENTARY



SECTION 1:
STRATEGIC REPORT

1.



SECTION 1: STRATEGIC REPORT

1.1 ABOUT THE SCOTTISH SOCIAL SERVICES COUNCIL (SSSC)

The SSSC is a Non-Departmental Public Body (NDPB) established by the Regulation of Care (Scotland) Act 2001. Our responsibilities set out in the Act are:

- to set up and maintain registers of key groups of social service workers
- to publish Codes of Practice for all social service workers and their employers
- to regulate the education and training of the workforce
- to promote education and training
- to undertake the functions of the sector skills council, Skills for Care and Development (SfCD); this includes workforce planning and development.

Through these responsibilities our overarching aims are:

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

Our values are:

- integrity
- commitment
- accountability
- pride in what we do
- listening and engaging
- learning and creativity.

The SSSC, as the workforce regulator¹, has a responsibility to plan for a workforce able to meet future demand. This will lead to a trained and qualified workforce with the potential to transform social services.

Registration, regulation and workforce development and planning add value to services, benefit the sector and make sure that people receive effective social services from a safe and skilled workforce.

There are approximately 189,000 social service workers in Scotland today, working in a range of social service settings with a variety of different people. Social service workers include people working in social work and social care, such as care home services for adults and children/young people, in the community and early years settings such as nurseries or out of school care clubs.

Registration of these workers has an important role in improving safeguards for people using services and increasing public confidence in this sector.

The SSSC Codes of Practice for Social Service Workers and Employers set out the standards social workers, social care, early years and young people's workers and their employers should meet. By setting out clear standards of conduct for workers, people who use services know what they can expect.

¹ The Care Inspectorate regulates and inspects care services in Scotland.

1.2 OUR PERFORMANCE

This section sets out how we have performed against our strategic outcomes.

The strategy map for 2014/17 identifies our strategic outcomes (page 10) and shows the most important chains of cause and effect, ie the difference we expect our activities to make. The arrows connecting the boxes represent the most important cause and effect relationships between each element.

The map identifies the systems we must have in place and what we will deliver to achieve our outcomes. It also highlights the outcomes where our work has most direct impact, ie the early outcomes. In achieving our medium and long term outcomes, we must work closely with our partners to bring about the changes needed to achieve our vision.

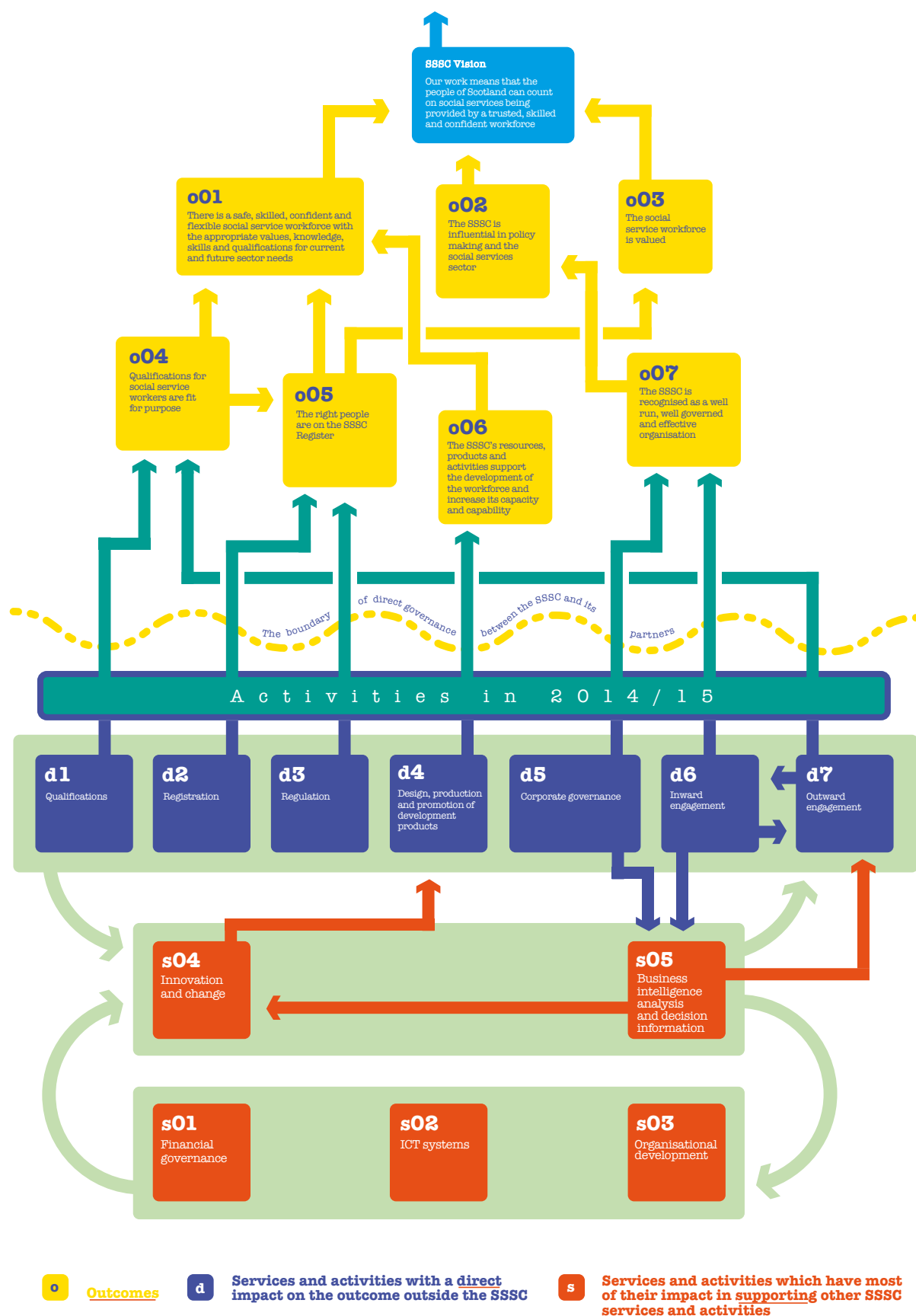
We want to clearly identify the change we aim to bring about and how we will measure and identify that change. To do this we asked: 'What are the questions our stakeholders want answered to assure them we are making a difference?'

Over the life of this strategy we will use our performance measures and other information to check our understanding of the cause and effect connection between outcomes and our services and activities, ie does our work do what we think it does?

Every month we report on our performance to the Executive Management Team (EMT) and a quarterly report goes to Council to monitor progress and take action where necessary.

More detail on our operational measures can be found at **www.sssc.uk.com**.

Scottish Government National Outcomes



Outcome 1: There is a safe, skilled, confident and flexible social service workforce with the appropriate values, knowledge, skills and qualifications to meet current and future sector needs.

Strategic measures to 2017

- An increase in the number of workers who are meeting or exceeding minimum qualification requirements.
- Meet the targets in the development of learning pathways.
- The outcome of the review of our current model of regulation will reflect the views of our stakeholders and the evidence collected.
- More employers and social service workers are aware of and understand their responsibilities to work according to the SSSC Codes of Practice.
- An increase in the number of social service workers receiving induction in values, behaviour and practices which are informed by the SSSC Codes of Practice.

Achievements in 2014/15

- Developed a qualification structure for foster carers.
- Developed the standards for the residential child care degree.
- Engaged with stakeholders in the review of the social work degree.
- Started work to review the Standards in Social Work Education (SiSWE).
- The Chief Social Work Officer Award has been approved by the SSSC, for delivery by Glasgow Caledonian University (GCU) and the University of Dundee.
- Completed the middle manager leadership learning pathway.

Outcome 2: The SSSC is influential in policy-making and the social service sector.

Strategic measures to 2017

- SSSC consultation responses and advice is included in Scottish Government policy.
- Employers, representative bodies and social service workers believe that the SSSC plays an important role in influencing policy and social service workers.
- MSPs and other local and national politicians understand the work of the SSSC.

Achievements in 2014/15

- We responded to 23 consultations.
- Produced a six-monthly report for staff and Council Members to provide an overview of our policy responses.
- Developed learning technology products to support Scottish Government's policy implementation.

- Participated in a number of Scottish Government policy and working groups, eg self-directed support, dementia in care homes, Carers and Young Carers Strategy and the Scottish Leaders Forum.
- In relation to our Step into Leadership work, one large UK care home provider is embedding Promoting Excellence in Scottish social services and provided our learning resources to 3,400 employees.
- We recruited 312 social service Dementia Ambassadors from a target of 150. This involved engagement with 60 new employers.

Outcome 3: The social service workforce is valued.

Strategic measures to 2017

- Positive perceptions of social service career options among potential recruits and key agencies such as career services.
- Positive public perception of the value of the social service workforce.
- Positive media coverage of the social service workforce and the difference it makes.
- Positive views of the workforce among people who use social services and carers.
- Employers recognise the value of the social service workforce through changing key organisational performance questions to reflect and measure the value of social service work.

Achievements in 2014/15

- We have 94 Career Ambassadors registered with the SSSC.
- 'A question of care' is an online tool to help people decide if a career in care is suitable for them and has had 1,383 completions.
- All media enquiries responded to in line with our publicity policy.
- We have worked with the Care Inspectorate to start to link SSSC activity with impact on inspection grades. There is evidence of a positive link between qualification levels in early year settings and inspection grades.

Outcome 4: Qualifications for social service workers are fit for purpose.

Strategic measures to 2017

- Employer satisfaction with the quality of newly qualified social workers.
- Worker satisfaction with how their qualification has prepared them for work or improved existing practice.
- National Occupational Standards meet the needs of the sector.
- Changes made to the qualifications for which we are responsible reflect the views and needs of the sector.

Achievements in 2014/15

- Produced a report on Readiness for Practice of Newly Qualified Social Workers.
- Implemented the revised quality assurance process for approved education programmes.
- Enhancement themes, which include service user engagement and stakeholder involvement in course teaching, have been fully embedded within the social work degree programme.
- Independent research shows a high degree of satisfaction with the degree programmes and the childhood practice programmes.
- We have registered 2,687 candidates on apprenticeship frameworks this year.
- In the SSSC 2014 annual survey, 73% of 537 workers who responded said their knowledge or working practice had improved because of their studies. Of the 128 employers who responded, 68% said that knowledge or working practice had improved or significantly improved as a result of their staff achieving a qualification.

Outcome 5: The right people are on the SSSC Register.

Strategic measures to 2017

- Stakeholders, including the public, believe that regulation of the social service workforce is effective in keeping people who use social services safe.
- Increased awareness amongst relevant groups of their obligation to apply to register with the SSSC.
- Increase in the percentage of referrals from employers that meet the threshold for a complaint.
- The effectiveness of our collaborative partnerships, particularly in relation to information sharing, with other regulatory bodies and Disclosure Scotland.

Achievements in 2014/15

- In 86% of cases, we complied with the timescales for hearings. Of the 2,569 cases, we held 761 hearings.
- Of the 2,569 cases we received 2,466 (96%) were screened within 24 hours.
- We referred 195 cases for interim orders and 95% were referred within the target of five days.
- Only 2% (51 out of 2,569) of referrals did not meet the threshold for complaints.
- An increase in the use of MySSSC from 59% to 81%.
- Met all targets in processing registration applications with the exception of those which were received well in advance of the date for required registration where an exceptionally high volume of applications meant we had to prioritise.
- Achieved a number of efficiencies in the shift to online registration.
- Registration is on target for the groups currently due to register.

Outcome 6: The SSSC's resources, activities and products support the development of the workforce and increase its capacity and capability.

Strategic measures to 2017

- Increased awareness of our products and resources.
- Employers believe that the workforce data produced by the SSSC helps them to make more effective workplans.
- Employers and social service workers who have attended our events and used our resources report that practice has improved.
- We are increasingly asked to develop workforce resources and support national workforce development initiatives.

Achievements in 2014/15

- Step into Leadership – from the evaluation held in March, we received 177 responses. Over 85% indicated that the website has increased their knowledge and understanding of leadership and 95% were positive about the resources and would recommend them to other people.
- From the evaluation of 10 citizen leadership events, 84 out of the 96 who attended thought that the events were useful and provided them with more knowledge.
- 28 people attended a carers' leadership event and everyone identified a positive change they would make to their practice.
- 120 Dementia Ambassadors attended the first annual conference with 50 leadership examples collected, over 100 tweets and 30 post-event feedback forms with positive comments.
- Independent evaluation of EPiC (Equal Partners in Care) said it improved the ability of workers to identify carers and refer them to appropriate support and increased involvement of carers as equal partners in care.
- Held a Learning Technology conference in January 2015 which 100 people attended. Participants identified three products to develop.
- Developed three apps – Safe Administration of Medication, The Modern Apprenticeship and Engaging with Children.
- Developed the multi-professional simulation for the Early Years Collaborative in response to feedback from Scottish Government and employers and workers.
- Statistics demonstrate an increase in the use of our online learning resources – in March 2015 we had 1,038 visits to the Step into Leadership site compared to 411 in March 2014. The Continuous Learning Framework website had 987 visits in March 2015 compared to 199 in March 2014. The Leadership Capability Tool on the Step into Leadership website has generated 12,484 page views from 960 visitors and accounted for 22% of the page views on the Workforce Solutions website.

Outcome 7: The SSSC is recognised as a well-run, well-governed and effective organisation.

Strategic measures to 2017

- We receive unqualified external audit reports.
- External evidence of what works most effectively and efficiently.
- Stakeholders believe we are making a difference.
- Stakeholders believe they are able to influence our work.
- The SSSC manages its information and records in compliance with legislation.
- Our Records Management Plan is approved by the Keeper of the Records of Scotland.
- Meeting Scottish Government's Corporate Expectations.
- Achieve the Silver Award in Investors in People.
- We meet the standards in Audit Scotland's Best Value toolkit on governance and accountability and compare our performance by benchmarking against other organisations.
- All internal and external audit recommendations implemented.

Achievements in 2014/15

- All audit recommendations relating to financial controls, standing orders and financial regulations were implemented on time.
- Carried out the following research:
 - o with employers on the effectiveness of childhood practice
 - o on middle managers' learning needs
 - o into enablers and impact of citizen leadership
 - o review of the Continuous Learning Framework (CLF) organisational capabilities
 - o defining learning needs for foster carers.
- Our Records Management Plan was approved and we are now implementing the actions.
- 88% (15 out of 17) of subject access requests met the required timescales.
- We met all statutory timescales for Freedom of Information requests.

1.3 PRINCIPAL RISKS AND UNCERTAINTIES

As part of our strategic planning process we consider the major risks that might prevent us from achieving our outcomes and look at how we can reduce them. Every year Council Members and the EMT compile a Strategic Risk Register to address the major risks to the SSSC, including likelihood and potential impact.

The EMT reviews the risk register monthly and it is a standing item at the Audit Committee.

We have reviewed and improved our Business Continuity and Disaster Recovery Plan and relevant staff have received in-depth training.

1.4 STAKEHOLDER RELATIONSHIPS

Our stakeholders are people and groups who are affected by, or have an interest in, what we do, including our staff.

In June 2014, the Council established a working group made up of Council Members and officers to ensure that the SSSC has an effective stakeholder engagement strategy in place.

A session was held with Council Members to identify our stakeholders and to identify the different stakeholder needs. Sessions were also offered to staff who have to develop project plans to help them map out the stakeholders who would have an interest in or be affected by the different projects. In all our Council reports we are required to identify the stakeholders and how we have involved them, consulted with and/or informed them. We also refreshed our Stakeholder Engagement Strategy and Framework, which sets out the principles, values and methods for engaging effectively with our stakeholders.

1.5 SOCIAL COMMUNITY AND HUMAN RIGHTS ISSUES

The purpose of the SSSC is to protect people who use social services, often the most vulnerable people in our society. Through our work of registering, regulating and developing the workforce we aim to make sure that the workforce protects the rights of people who use services and carers. Our Codes of Practice for Social Service Workers sets out these obligations.

Our Codes of Practice for Social Service Workers set out their duties. They must:

1. protect the rights and promote the interests of service users and carers
2. strive to establish and maintain the trust and confidence of service users and carers
3. promote the independence of service users while protecting them as far as possible from danger or harm
4. respect the rights of service users while seeking to ensure that their behaviour does not harm themselves or other people
5. uphold public trust and confidence in social services
6. be accountable for the quality of their work and take responsibility for maintaining and improving their knowledge and skills.

As we develop resources to support the workforce we have aligned our work with Scottish Government policy objectives to build on the strengths of the community and individuals to ensure that older people can stay in their homes and communities as they long as they want and are able to. We have developed learning resources to enhance the skills of workers with people living with dementia, resources to encourage people from all walks of life to consider a career in care and resources to develop leadership skills throughout the workforce.

In our Fitness to Practise work we are compliant with human rights issues to ensure that the process is fair and accessible.

1.6 EQUALITY AND DIVERSITY

The SSSC is committed to equality of opportunity and access for all our stakeholders. In March 2015, we published our Equality Mainstreaming Report and our Equality Outcomes Report. These reports are available on our website.

The Regulation of Care (Scotland) Act 2001 requires the SSSC to act in a manner which encourages equal opportunities. Our responsibilities on equality issues were expanded by the Equality Act 2010 (the Act), including the public sector equality duty detailed in section 149 of the Act.

Introducing the new Payroll and HR system has allowed us to compile and analyse information on the recruitment, development and retention of people sharing protected characteristics to improve our use of management information to address equalities issues.

To protect the confidentiality of our staff and to make sure that individual staff members cannot be identified from information published in these tables, we have replaced some totals with asterisks (*).

Table A: Composition of the SSSC workforce based on gender at 31 January 2015

Gender	All staff (count)	All staff (%)	All staff (FTE)	Full time staff (count)	Full time staff (%)	Full time staff (FTE)	Part time staff (count)	Part time staff (%)	Part time staff (FTE)
Female	194	77.29%	180.96	162	75.70%	162	32	83.71%	18.96
Male	57	22.71%	55.69	52	24.30%	52	5	16.29%	3.69
Total	251	100%	236.65	214	100%	214	37	100%	22.65

Table A1: Gender breakdown of SSSC staff at 31 March 2015

Role	Female headcount	Male headcount
Executive Management Team (EMT)	4	1 (shared service) not included in total
Operational Management Team (OMT)	6	0
Other	183	56
ALL STAFF	193	56

Table B: Composition of the SSSC workforce based on ethnicity at 31 January 2015

Ethnicity	All staff (count)	All staff (%)	All staff (FTE)	Full time staff (count)	Full time staff (%)	Full time staff (FTE)	Part time staff (count)	Part time staff (%)	Part time staff (FTE)
Other – any other ethnic group	3	1.20%	2.50	2	0.93%	2	1	2.21%	0.5
Prefer not to say	12	4.78%	12.00	12	5.61%	12	0	0.00%	0.00
Unanswered	39	15.54%	36.11	32	14.95%	32	7	18.15%	4.11
White – any other white ethnic group	8	3.19%	8.00	8	3.74%	8	0	0.00%	0.00
White – British	63	25.10%	58.57	51	23.83%	51	12	33.44%	7.57
White – Scottish	126	50.20%	119.46	109	50.93%	109	17	46.20%	10.46
Total	251	100.00%	236.65	214	100%	214	37	100%	22.64

Table C: Composition of the SSSC workforce based on disability at 31 January 2015

Disability	All staff (count)	All staff (%)	All staff (FTE)	Full time staff (count)	Full time staff (%)	Full time staff (FTE)	Part time staff (count)	Part time staff (%)	Part time staff (FTE)
No	177	70.52%	167.47	152	71.03%	152	25	67.57%	15.47
Prefer not to say	15	5.98%	14.69	*	*	*	*	*	*
Unanswered	48	19.12%	44.49	39	18.22%	39	9	24.32%	5.49
Yes	11	4.38%	10.00	*	*	*	*	*	*
Total	251	100.00%	236.64	214	100.00%	214	37	100.00%	22.64

1.7 SUSTAINABILITY REPORT

This report details the SSSC's sustainability performance for 2014/15. The format follows Scottish Government's guidance on public sector sustainability reporting. It includes key carbon management and other environmental sustainability measures of how public bodies can demonstrate progress towards achieving the targets and actions set out in the Climate Change (Scotland) Act 2009 and other relevant legislation.

The SSSC produced its first Carbon Management Plan in 2011, which is now reported on annually. The SSSC is located in Dundee but staff are required to travel throughout Scotland which has an impact on travel emissions.

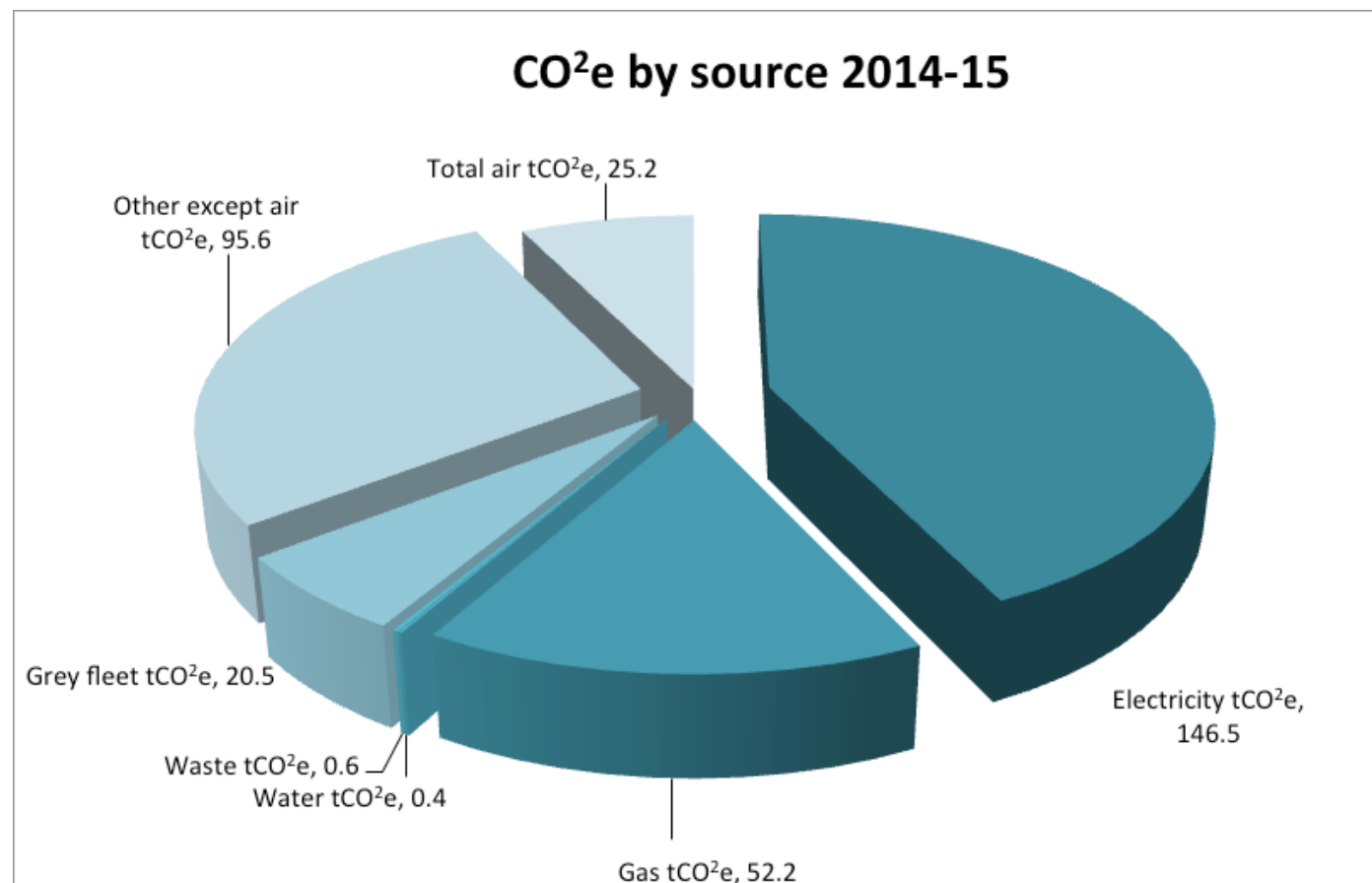
We used the actual figures for the consumption of electricity, gas and water at our offices in Dundee, with average vehicle CO² figures being used for private vehicles. The other travel figures were provided by our travel services provider and other sources, using approved conversion factors.

Summary of performance

Area	Performance 2014-15
Total CO²e	Carbon emissions have increased by 30% from the 2011-12 baseline.
Travel	Carbon emissions have increased by 106% from the 2011-12 baseline.
Gas, water and electricity	Carbon emissions have increased by 3% from the 2011-12 baseline.
Waste and recycling	Carbon emissions have increased by 50% (0.2tCO ² e) from 2011-12.

Increases in these figures relate to increased staff numbers.

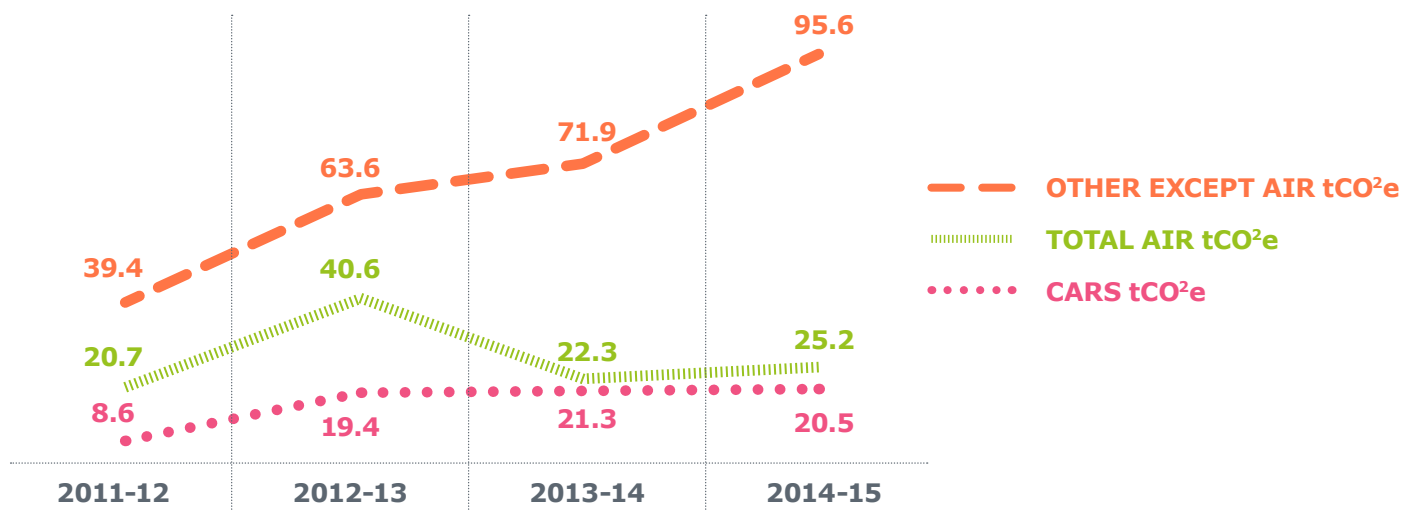
Area	Actual performance
Total CO ² e emissions	341.0 tCO ² e
Travel related CO ² e	141.3 tCO ² e
Total travel cost	£159,412
Total energy CO ² e	198.7 tCO ² e
Energy consumption (gas and electricity)	581 MWh
Energy expenditure (gas and electricity)	£52,621
Total waste CO ² e	0.6 tCO ² e
Waste	28.5 tonnes
Waste expenditure	£6,685
Total water CO ² e	0.4 tCO ² e
Water consumption	1,235 m ³
Water expenditure	£6,780



Travel analysis

Travel						
Year	Cars tCO ² e	Other except air tCO ² e	Air travel tCO ² e	Total travel tCO ² e	FTE	tCO ² e per FTE
2011-12	8.6	39.4	20.7	68.7	170	0.40
2012-13	19.4	63.6	40.6	123.6	173	0.71
2013-14	21.3	71.9	22.3	115.5	183	0.63
2014-15	20.5	95.6	25.2	141.3	231	0.61

Travel year on year



Performance commentary

Car use has decreased this year but there has been a significant increase in public transport use. Air travel shows a small increase on last year.

Direct impact commentary

The increase in 'other' travel is partly attributable to improvements in our management information systems. We are now able to report on the detail of the journey type undertaken for travel claims via our Payroll and HR system. This, along with the significant growth in staff can be directly attributed to the increase in travel emissions. Although overall travel has increased, the tCO₂e per FTE (full time equivalent) has seen a small decrease from the previous year.

The organisation continues to grow; our remit is Scotland-wide and requires significant travel. The SSSC has a growing international reputation and on occasion staff travel overseas. This has an impact on the carbon footprint but is in line with Scottish Government's aspiration that Scotland is seen as a world leader.

Our published business travel and subsistence policy details our preferred methods of business travel. This states that employees must consider the most responsible and sustainable method of travel. We have supported this by actively encouraging walking and using public transport where possible and encouraging alternative means of participating at meetings by using telephone and video conferencing facilities. Where travel is necessary, employees must consider the environmental impact when deciding how to travel.

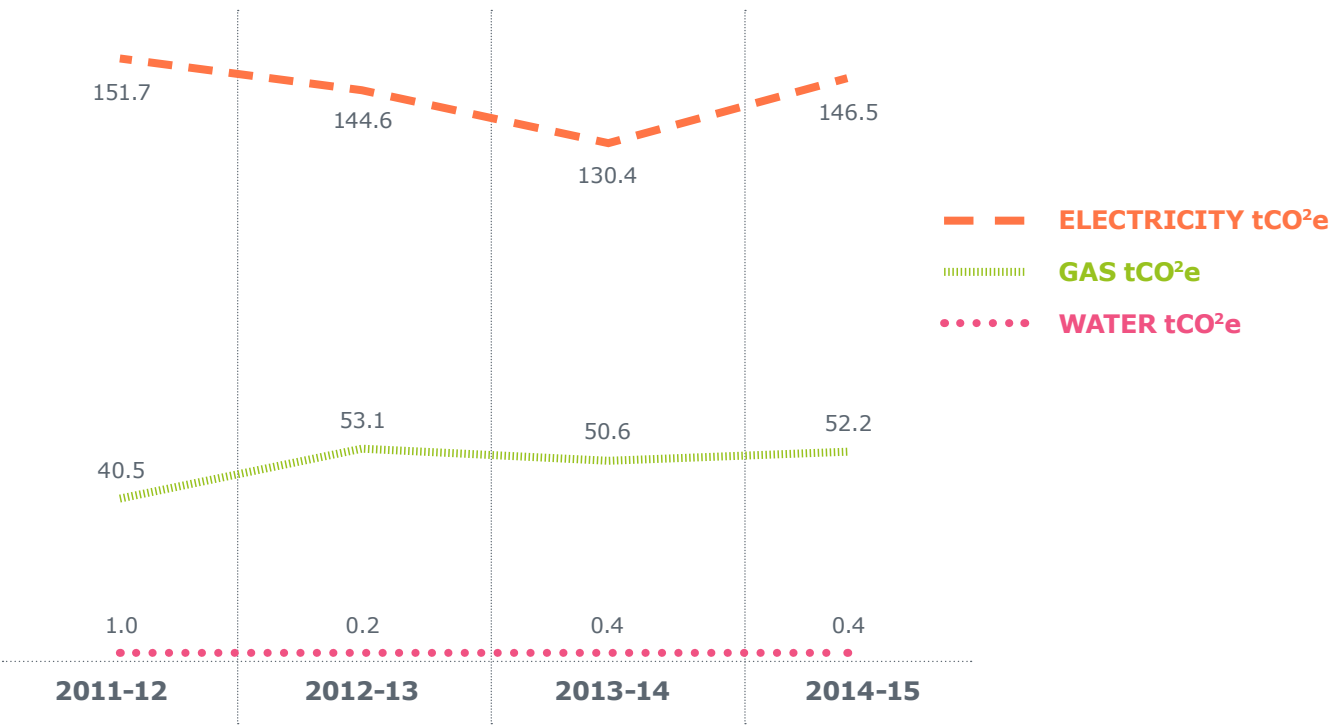
We have also introduced a cycle to work scheme to promote sustainable, healthier travel to work options.

Energy and water analysis

Gas, water and electricity

Year	Electricity tCO ₂ e	Gas tCO ₂ e	Water tCO ₂ e
2011-12	151.7	40.5	1.0
2012-13	144.6	53.1	0.2
2013-14	130.4	50.6	0.4
2014-15	146.5	52.2	0.4

Gas, water and electricity year on year



Performance commentary

There is an increase in electricity but gas and water consumption are at similar levels to last year.

Direct impact commentary

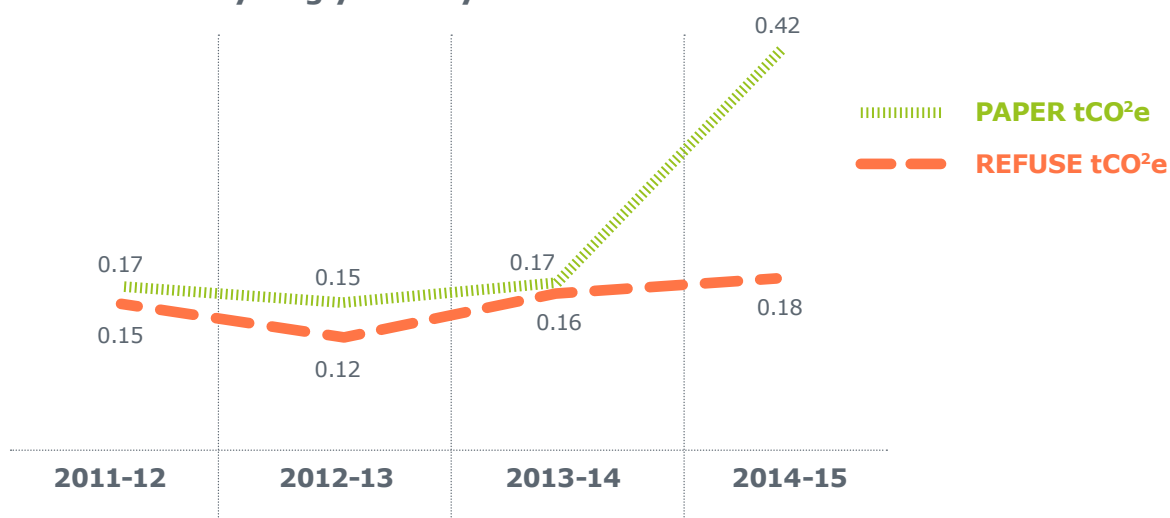
The increased electricity level is directly attributable to an increase in the space we occupy in our shared Dundee office. Our space requirements have increased in line with the increase in the workforce and associated activity, particularly relating to fitness to practise casework and hearings. The overall electricity usage in both buildings the SSSC shares has improved in the last year due to the installation of LED lighting in open plan areas. The lighting replacement programme has continued this year with the renewal of all stairwells and toilets, with further carbon efficiencies expected next year. Despite the increase in space occupation, the gas figures remained similar to last year.

Waste analysis

Waste and recycling

Year	Paper tCO ² e	Refuse tCO ² e
2011-12	0.2	0.2
2012-13	0.2	0.1
2013-14	0.2	0.2
2014-15	0.4	0.2

Waste and recycling year on year



Performance commentary

The refuse figures have remained consistent but there is a significant increase in reported paper waste.

Direct impact commentary

Although there appears to be a dramatic increase in paper waste, this is a result of our confidential waste provider giving us significantly higher carbon management figures this year. The accuracy of the data from the supplier cannot be verified as they have since migrated to a new system and no longer hold the data. We can only use the information provided and hope that this year has been attributable solely to new data collection techniques by the provider.

In line with the Waste (Scotland) Regulations 2012, we have introduced changes to our waste and recycling activity this year. Desk bins have been removed and waste is now separated into paper and card, general waste and dry recyclates. It is hoped that next year there will be a reduction in waste figures due to the measures and better collection data. We are also planning to include secure shredding as part of the new cleaning services contract, which will be procured using the Crown Commercial Services framework. The majority of our waste is either recycled or incinerated for energy production.

Procurement

Sustainable procurement

Sustainable procurement means taking into account social, economic and environmental considerations as part of the procurement process. The SSSC will, when preparing and evaluating tenders, consider sustainability in a way which is relevant and proportionate to the procurement process.

1.8 FINANCIAL REVIEW

Funding

The SSSC is funded mainly by grant in aid and grants for specific projects from the Scottish Government. Operating income includes practice learning funding, income received from registration fees, other fees and miscellaneous income.

The SSSC is not permitted to make use of overdraft facilities or to borrow.

Financial position

We prepare our annual accounts in accordance with the Accounts Direction issued by Scottish Ministers. The Accounts Direction (reproduced at Appendix 1) requires compliance with the Government Financial Reporting Manual (FReM). Our funding and budgeting position is different from the accounting financial position as shown in the Statement of Comprehensive Net Expenditure (SCNE) for three reasons.

1. For budgeting purposes we consider grants and grant in aid to be income. The accounting position must present grants and grants in aid as sources of funds and are credited to the general reserve on the Statement of Financial Position

2. Post-employment benefits (pensions) must be accounted for using International Accounting Standard 19 'Employee Benefits' (IAS 19). IAS 19 requires accounting entries for pensions to be based on actuarial pension expense calculations. Our funding position is based on the cash pension contributions we make as an employer to the pension scheme
3. Grant in aid used for the purchase of non-current assets is credited to the general reserve and the balance reduced by the amount of depreciation charged each year.

The table below reconciles the deficit shown on the Statement of Comprehensive Net Expenditure (SCNE) to the deficit recognised for funding and budgeting purposes.

	Ref	2014/15 £000
Deficit per the SCNE	SCNE	10,669
Funding from grants and grant in aid	Note 13	(13,914)
Reverse IAS 19 Pension accounting adjustments	Note 5b, table 2	2,543
To fund depreciation and amortisation charge	Note 6	(234)
To fund loss on asset disposal	Note 6	(20)
(Surplus)/deficit on funding and budgeting basis		(956)

The SSSC 2014/15 budget was based on approved grant in aid of £11.685m. During 2014/15 the Sponsor approved additional grant in aid of £721k to be used as working capital to assist with short-term funding issues for 2015/16. Other grants with a total value of £1.508m were received providing total grant funding of £13.914m. This was used to fund expenditure of £17.157m. There were no capital purchases in the 2014/15 financial year.

The SSSC's operating income during the financial year 2014/15 was £3.945m. This includes registration fee income of £1.626m.

The SSSC's revenue expenditure for the year ended 31 March 2015 totalled £17.157m. Net revenue expenditure after operating income is therefore £13.212m. The total funding available to meet this cost was £14.168m consisting of grants of £13.914m and transfers from the general reserve for depreciation and a loss on the disposal of an asset of £0.254m. The surplus of £0.956m has increased the general reserve.

In 2014/15 the Sponsor paid the SSSC additional grant in aid of £0.721m as working capital to fund the growth required to meet the impact of a growing register for the 2015/16 year whilst a permanent, long-term solution is identified. This has increased the general reserve to assist with funding the SSSC's 2015/16 budget. The SSSC expects to use this authorised grant in aid allocation in full during 2015/16.

After adjusting the £0.956m surplus for the additional grant in aid there is an underlying underspend of £0.235m in 2014/15. This comprises a £240k underspend on core operating expenditure and a £5k overspend on specific grants. This is summarised in the following table:

	2014/15 Budget	2014/15 Actual	Variance
	£000	£000	£000
Operating income:			
Fee income	(1,585)	(1,626)	(41)
Other grants and income	(2,621)	(2,319)	302
Total operating income	(4,206)	(3,945)	261
Operating costs:			
Staff costs*	7,764	8,499	735
Other operating costs	3,216	3,923	707
Grants, awards & bursaries	5,132	4,705	(427)
Total operating cost	16,112	17,127	1,015
Net bank charges/(interest)	13	30	17
Net revenue expenditure	11,919	13,212	1,293
Funded by:			
Grant in aid	(11,685)	(12,406)	(721)
Other grants **	-	(1,508)	(1,508)
To fund depreciation	(234)	(234)	0
To fund loss on asset disposal		(20)	(20)
Total funding	(11,919)	(14,168)	(2,249)
(Surplus)/deficit	0	(956)	(956)

* Staff costs are shown net of pension valuation adjustments.

** No budget was set for other specific grants in 2014/15 as grant levels were agreed during the year.

Review of 2014/15

Actual income and expenditure was monitored throughout the year and we continued to respond to a significant increase in fitness to practise work. This is expected to become a sustained trend and the cost of fitness to practise is anticipated to increase over the next few years as the number of registered social care workers continues to grow.

Looking ahead

The number of new registrations is still increasing each year as new sectors of the workforce are required to register. This will mean an increase in the number of staff the SSSC needs to employ. The additional staff will mainly be registration and fitness to practise related staff. The increased cost will be partially offset by increased registration income from the increased number of registrants. In the current economic climate and with significant pressures on public finances the SSSC will be required to keep cost increases to a minimum and deal with a significant proportion of increased workload through delivering efficiencies.

Going concern

The Statement of Financial Position at 31 March 2015 shows net liabilities of £4.679m (2013/14: £7.924m). The net liabilities are mainly the result of actuarial assumptions adopted for the application of accounting standard IAS 19.

The SSSC participates in a pension fund which is the subject of an actuarial valuation every three years. This actuarial valuation is different from the valuation required by the accounting standard IAS 19. The actuarial valuation determines employer contribution rates that are designed to bring fund assets and liabilities into balance for the fund as a whole over the longer term.

The liability will therefore be reduced through the payment of employee and employer contributions each year. Any future increases in employer contributions will require to be reflected through the grant in aid agreed with the Sponsor Department.

The SSSC has no reason to believe the Sponsor Department and Scottish Ministers have any intention to withdraw or reduce support to the organisation. In addition the Sponsor has confirmed grant in aid figures for 2015/16. It is therefore considered appropriate to prepare the accounts on a going concern basis.

Pensions

The SSSC 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 238 employees who were active members of the Tayside Superannuation Fund as at 31 March 2015.

The disclosures required by accounting standard IAS 19 "Employee Benefits" are contained in note 5 of the accounts. An actuarial valuation of the fund was carried out as at 31 March 2015 and it set contributions for the period for 1 April 2015 to 31 March 2018. There are no minimum funding requirements in the Local Government Pensions Scheme but the contributions are generally set to target a funding level of 100% using the actuarial valuation assumptions.

Employer contribution rates have been set following actuarial valuation as follows:

Year ended	Employer contribution rate
31 March 2015	18.0%
31 March 2016	17.0%
31 March 2017	17.0%
31 March 2018	17.0%

Employee contribution rates are in the range 5.5% to 12% based on earnings bands. The rates and earning bands are subject to periodic review.

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 2011/12 to 2015/16 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 2014/15 was £17.8k (2013/14 £17.6k). Audit Scotland provided services solely relating to the statutory audit. No further assurance, tax or other services were provided.

Scott Moncrieff are appointed as the SSSC's internal auditors. The cost of internal audit for 2014/15 was £26.7k (2013/14 £17.4k). Three audits planned in 2013/14 were carried out in 2014/15.

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

Public Services Reform (Scotland) Act 2010

Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 imposes a duty on the SSSC to publish information on expenditure, economic stability and efficiency as soon as is reasonably practicable after the end of each financial year. The information required to comply with these disclosure requirements is not an integral part of the annual accounts and is displayed on the SSSC website at www.SSSC.uk.com.

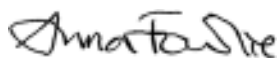
Supplier Payment Policy

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 in accordance with the Scottish Government's instructions on prompt payment and a target of payment within 10 days. We paid 97.2% (2013/14 98.1%) of invoices within 10 days. We aim for continuous improvement in payment performance.

Post Statement of Financial Position events

There were no events after the end of the reporting period (31 March 2015) that require disclosure.



Anna Fowlie

Chief Executive and Accountable Officer

27 October 2015

SECTION 2:
DIRECTORS' REPORT

2.



SECTION 2: DIRECTORS' REPORT

The senior officers of the SSSC are:

- Anna Fowlie, Chief Executive
- Valerie Murray, Director of Fitness to Practise (retired 31 March 2015)
- Mairi-Anne MacDonald, Director of Sector Development
- Lorraine Gray, Head of Strategic Performance and Engagement
- Gordon Weir, Director of Corporate Services (shared post with Care Inspectorate)

The SSSC Council Members are:

- James McGoldrick (Convener)
- Lorraine Brown
- Audrey Cowie
- Paul Dumbleton
- Julia Edey
- Paul Edie
- Joyce Lishman
- Forbes Mitchell
- Andrew Rome
- Harry Stevenson

Staff absence data

In 2014/15, we lost 3.45% of working time to sickness absence which compares to 3.6% in 2013/14. The Chartered Institute of Personal and Development (CIPD) public sector average is 3.6%.

Staff turnover data

Our staff turnover was 17.5% in 2014/15. This compares to 22% in 2013/14. The CIPD average for all sectors is 13.6%.

Disclosure of information to auditors

So far as I, as the Accountable Officer, am aware, there is no relevant information of which our auditors are unaware.

I have taken all steps I ought to have to make myself aware of any relevant information and to establish that our auditors are aware of that information.

Non-audit fees

Audit Scotland provided services solely relating to the statutory audit and Scott Moncrieff provided internal audit services during 2014/15. No further assurance, tax or other services were provided by either organisation in the year.

Pension Liabilities

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

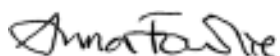
The local government pension scheme is a defined benefit scheme that provides pension benefits based on final pensionable remuneration.

Information on how pension liabilities are treated in the SSSC's accounts can be found in the Notes to the Accounts and the Remuneration Report.

Personal Data Related Incidents

There are no data losses to report for the year to 31 March 2015.

There were no significant data protection breaches for the year to 31 March 2015.



Anna Fowlie

Chief Executive and Accountable Officer

27 October 2015

SECTION 3:
REMUNERATION REPORT

3.



SECTION 3: REMUNERATION REPORT

UNAUDITED INFORMATION

Introduction

This report provides information on the remuneration of SSSC Council Members and senior managers. Senior managers are members of the Executive Management Team (EMT). The EMT is the Chief Executive, Director of Sector Development, Director of Fitness to Practise, Director of Corporate Services and the Head of Strategic Development. The report contains both audited information and information which is not specifically subject to audit.

Remuneration Committee

The Remuneration Committee determines the performance element of the pay of the EMT excluding the pay of the Chief Executive.

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

- James McGoldrick (Convener)
- Lorraine Brown (Chair of Resources Committee)
- Paul Dumbleton (Vice Chair of Resources Committee)

The Committee is advised by the following officers:

- Chief Executive
- Human Resources Manager

Remuneration policy

Members

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

Executive Management Team

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 Government to allow the Chief Executive's remuneration to be agreed.

Senior managers

The Directors of Fitness to Practise and Sector Development are on a salary scale of £57k to £66k and the Head of Strategic Development's salary scale is £46k to £52k. Incremental progression to the maximum of the scale is determined by performance. Performance is assessed by the SSSC's "Performance Development Review System" and progression is subject to agreement by the Remuneration Committee. The SSSC's pay strategy must be approved by the Scottish Government. 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.

The Director of Corporate Services is employed by the Care Inspectorate and works for the SSSC through a shared service arrangement.

Notice periods – Members

Council Members are appointed for a period determined by Scottish Ministers. Council Members are eligible to be re-appointed following the end of a period of Council membership. Either party may terminate early by giving notice.

Normally there is no payment available in the event of early termination of the contract. However, where special circumstances exist, 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 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
James McGoldrick (Convener)	1st	01 Sept 2013	n/a	31 Aug 2016
Lorraine Brown	1st	01 Sept 2012	n/a	31 Aug 2015
Audrey Cowie	1st	01 Sept 2013	n/a	31 Aug 2016
Paul Dumbleton	1st	01 Sept 2013	n/a	31 Aug 2016
Julia Edey	1st	01 Oct 2012	n/a	30 Sept 2015
Paul Edie*	2nd	15 April 2013	n/a	14 April 2017
Joyce Lishman	1st	01 Oct 2012	n/a	30 Sept 2015
Forbes Mitchell	1st	01 Sept 2013	n/a	31 Aug 2016
Andrew Rome	1st	01 Aug 2013	n/a	31 Aug 2016
Harry Stevenson	1st	01 Sept 2012	n/a	31 Aug 2015

* Paul Edie is the Chair of the Care Inspectorate. There is a reciprocal arrangement where the Convener of the SSSC is a Board Member of the Care Inspectorate and the Chair of the Care Inspectorate is a Council Member.

Chief Executive

Anna Fowlie was appointed as the SSSC's Chief Executive on 2nd November 2009. The normal retirement age for this post is 65 and the current post holder will attain normal retirement age in 14.4 years. Termination of the contract requires a notice period of six months by either party.

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

Senior managers

The Director of Fitness to Practise, Director of Sector Development and the Head of Strategic Development are all 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 is no compensation payments specified in the contracts in the event of early termination of the contract.

Name	Title	Date of appointment	Years to normal retirement age
Mairi-Anne MacDonald	Director of Sector Development	16 April 2012	14.6
Valerie Murray*	Director of Fitness to Practise	10 June 2002	9.9
Lorraine Gray	Head of Strategic Performance and Engagement	18 Feb 2008	14.4

* Valerie Murray retired early on 31 March 2015.

Services from other organisations

Gordon Weir, the Director of Corporate Services is employed by the Care Inspectorate but provides professional services to the SSSC through a Service Level Agreement (SLA). The SSSC made payments to the Care Inspectorate for professional services as follows:

	2014/15 £000	2013/14 £000
Gordon Weir, Director of Corporate Services	23.0	23.0

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 104 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 are subject to a three year pay-back period and must be approved by the Council.

AUDITED INFORMATION

Remuneration – SSSC Council Members

Salary 2013/14		Salary 2014/15
£000		£000
10–15	Garry Coutts (Convener to 31/08/2013)	n/a
10–15	James McGoldrick (Convener)	25–30
5–10	Lorraine Brown	5–10
0–5	Elizabeth Carmichael (to 31/08/2013)	n/a
0–5	Audrey Cowie	0–5
0–5	Paul Dumbleton	5–10
5–10	Julia Edey	5–10
0–5	Gail Harris (to 30/06/2013)	n/a
0–5	Joyce Lishman	0–5
0–5	Forbes Mitchell	5–10
0–5	Maureen O'Neill (to 31/08/2013)	n/a
0–5	Andrew Rome	0–5
0–5	Harry Stevenson	0–5
0–5	Kingsley Thomas (to 31/08/2013)	n/a

Paul Edie, the Chair of the Care Inspectorate 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 Inspectorate and receives no remuneration from the Care Inspectorate.

Harry Stevenson has chosen not to claim remuneration for his work as a Council Member.

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:

	Single Total Figure of Remuneration							
	Salary		Benefits in Kind to nearest £100)		Pension Benefits*		Total	
	2014/15	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15	2013/14
	£000	£000	£	£	£000	£000	£000	£000
Anna Fowlie, Chief Executive	80-85	75-80	0	0	32	9	110-115	80-85
Mairi-Anne MacDonald, Director of Sector Development	60-65	60-65	0	0	16	16	80-85	75-80
Valerie Murray, ** Director of Fitness to Practise	65-70	65-70	0	0	n/a	8	65-70	70-75
Lorraine Gray, Head of Strategic Development	50-55	45-50	0	0	14	13	65-70	60-65

*The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation or any increases or decreases due to transfer of pension rights.

** Valerie Murray retired early on 31 March 2015. Her pension was actuarially reduced and therefore the pension benefit figure is not disclosed.

Salary

Salary includes gross salary; overtime; recruitment and retention allowances and any other allowance to the extent that it is subject to UK taxation. This report is based on accrued payments made by the SSSC as recorded in the annual accounts.

Benefits in kind

The monetary value of benefits in kind covers any benefits provided by the SSSC and treated by HM Revenue and Customs as a taxable emolument. No benefits in kind were paid during 2014/15.

Pay multiples

We are required to disclose the relationship between the remuneration of the highest paid director and the median remuneration of our workforce.

The Chief Executive was the highest paid director in the financial year 2014/15 and 2013/14. Full time equivalent (FTE) remuneration of the workforce ranged from £16,004 to £65,685 in 2014/15.

	2014/15 £	2013/14 £
Highest paid employee (mid-point)	82,500	77,500
Median salary	21,390	20,291
Remuneration ratio	3.86	3.82

Total remuneration includes salary, overtime and other taxable allowances as well as severance payments. It does not include employer pension contributions and the cash equivalent transfer value of pensions.

Local Government Pension Scheme (LGPS)

Details of the LGPS and the SSSC's status as an admitted body to Tayside Superannuation Fund are contained in Note 5 of the annual accounts. The Chief Executive, Directors and Head of Strategic Development are all members of the LGPS.

	As at 31 March 2015		As at 31 March 2015		Cash Equivalent Transfer Values (CETVs)		
	Accrued pension at age 60* £000	Related lump sum £000	Real increase in pension at age 60* £000	Real increase in related lump sum at age 60 £000	As at 31 March 2015 £000	As at 31 March 2014 £000	Real Increase £000
Chief Executive	40-45	60-65	2.5-5.0	0.0-2.5	476	428	38
Director of Sector Development	15-20	-	2.5-5.0	-	39	24	14
Director of Fitness to Practise*	n/a	n/a	n/a	n/a	n/a	362	n/a
Head of Strategic Performance and Engagement	15-20	5-10	0.0-2.5	(0.0-2.5)	92	77	13

*The Director of Fitness to Practise retired early on 31 March 2015. Her pension was actuarially reduced and therefore pension details for 2014/15 are not disclosed.

Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

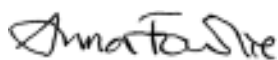
The figures include the value of any pension benefit in another scheme or arrangement which the member has transferred to the LGPS. They also include any additional pension benefit accrued to the member as a result of their buying additional pension benefits at their own cost. CETVs are worked out in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008 and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

Real Increase in CETV

This reflects the increase in CETV that is funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

Payment of compensation for loss of office

No Council Members or senior manager received any payment or other compensation for loss of office.



Anna Fowlie

Chief Executive and Accountable Officer

27 October 2015

SECTION 4:
STATEMENT OF ACCOUNTABLE
OFFICER'S RESPONSIBILITIES

4.



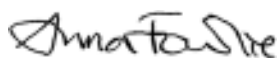
SECTION 4: STATEMENT OF ACCOUNTABLE OFFICER'S RESPONSIBILITIES

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 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 Accountable Officer is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the accounts direction issued by 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.

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 Government and published in the Scottish Public Finance Manual.



Anna Fowlie

Chief Executive and Accountable Officer

27 October 2015

SECTION 5:
ANNUAL GOVERNANCE
STATEMENT

5.



SECTION 5: ANNUAL GOVERNANCE STATEMENT

Introduction

The SSSC is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for. The SSSC also has a duty of Best Value as described in the Scottish Public Finance Manual. The duty of Best Value ensures there is a focus firstly on continuous improvement which will help ensure sustainable economic growth for the people of Scotland and secondly on the delivery of the outcomes required of all public services as articulated in the National Performance Framework.

In discharging this overall responsibility, members and senior officers are responsible for putting in place proper arrangements for the governance of SSSC's affairs and facilitating the exercise of its functions. This includes setting the strategic direction, vision, culture and values of the SSSC, effective operation of corporate systems, processes and internal controls, engaging with stakeholders, monitoring whether strategic objectives have been achieved and services delivered cost effectively and ensuring that appropriate arrangements are in place for the management of risk.

This Annual Governance Statement explains the SSSC's governance and risk management framework.

THE GOVERNANCE FRAMEWORK

Organisational structure

The Council consists of a Convener and nine members. The Convener and eight of the members were appointed by Scottish Ministers through open competition. The Chair of the Care Inspectorate is a member of the Council through a reciprocal arrangement where the Convener of the SSSC is a Board Member of the Care Inspectorate. The membership reflects a wide range of interests in the field of social care, including service users, carers, those involved in service delivery, professional bodies and those delivering education and training for the social service workforce. The Council remains ultimately responsible and accountable for all the decisions taken in its name, whether directly or through its Committees.

The Council has overall responsibility for oversight of the work of the SSSC and in particular for ensuring that the interface between the SSSC's work in registration, regulation and development of the capability and capacity of the workforce is identified and managed to ensure that the SSSC works in a coherent and effective manner.

The Council must approve the making, revision or revocation of standing orders, scheme of delegation, annual report and accounts, budget, strategic plan, risk register and risk management strategy for each financial year.

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

We currently have the following Committees all of which report to the Council:

Audit Committee

Established to:

- scrutinise and develop the external audit arrangements and also to ensure that there is sufficient and systemic review of the internal control arrangements of the organisation, including arrangements for risk management
- review the comprehensiveness of assurances and the reliability and integrity of these assurances.

Resources Committee

Established to:

- develop and scrutinise strategy, budgets and plans ensuring efficient, effective and economical use of the Council's resources, and to report and make recommendation to Council on its findings
- consider the organisational structure and human resources policies, processes and procedures to facilitate the discharge of business by the SSSC and to agree modifications as appropriate.

Remuneration Committee

Established to deal with the remuneration of the SSSC excluding the Chief Executive and Council Members, whose remuneration is determined by Scottish Government.

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 sub committees that only meet as required.

Council Members

Council Members are subject to the Ethical Standards in Public Life (Scotland) Act 2000 and the SSSC Code of Conduct which has been approved by Scottish Ministers. The key principles which underpin the Code are based on the principles of public life set down by the Committee on Standards in Public Life (originally 'the Nolan Committee') and then expanded by the Scottish Executive.

The key principles are:

- Duty
- Selflessness
- Integrity
- Objectivity
- Accountability and Stewardship
- Openness
- Honesty
- Leadership and
- Respect.

SSSC Council Members also work to the six core principles set out in the Good Governance Standard for Public Services, which are:

- focusing on the organisation's purpose and on outcomes for citizens and service users
- performing effectively in clearly defined functions and roles
- promoting values for the whole organisation and demonstrating the values of good governance through behaviour
- taking informed transparent decisions and managing risk
- developing the capacity and capability of the governing body to be effective
- engaging stakeholders and making accountability real.

The quarterly Council meetings are held in public and the minutes of each meeting are available on our website www.sssc.uk.com. SSSC committee membership and Council Member attendance is detailed in the table opposite.

SSSC COMMITTEE MEMBERSHIP AND ATTENDANCE – 1 April 2014 and 31 March 2015 (inclusive)

Council Member	Council	Finance & Resources		Audit		*Registration		*Conduct Committee		*Remuneration Committee	
	Attended	Member Yes/No	Attended	Member Yes/No	Attended	Member Yes/No	Attended	Member Yes/No	Attended	Member Yes/No	Attended
Professor James McGoldrick (Convener)	4									Y	1
Lorraine Brown	4	Y	5							Y	1
Audrey Cowie	4	Y	5								
Paul Dumbleton	4	Y	5							Y	1
Julia Edey	2			Y	5						
Paul Edie	3										
Professor Joyce Lishman	3			Y	4						
Forbes Mitchell	2	Y	5	Y	5						
Andrew Rome	2			Y	5						
Harry Stevenson	0										

*Registration Committee and Conduct Committee did not meet within this period.

*Remuneration Committee meet yearly.

Accountable Officer

The SSSC's Chief Executive, Anna Fowlie is the designated Accountable Officer for the SSSC. The Accountable Officer is personally responsible to Scottish Ministers, who are ultimately accountable to the Scottish Parliament, for securing propriety and regularity in the management of public funds and for the day-to-day operations and management of the SSSC.

The detailed responsibilities of the Accountable Officer for a public body are set out in a memorandum from the Principal Accountable Officer of the Scottish Administration which is issued to the Chief Executive on appointment and updated from time to time.

Executive Management Team (EMT)

The EMT supports the Chief Executive in her Accountable Officer role through the formal scheme of delegation. The EMT comprised the Director of Sector Development, the Director of Fitness to Practise, Director of Corporate Services and the Head of Strategic Development. Each of these officers has responsibility for the development and maintenance of the governance environment within their own areas of control.

Internal audit

The SSSC's internal audit function has been contracted out. Internal audit forms an integral part of the SSSC's internal control and governance arrangements. The internal audit service operates in accordance with Government Internal Audit Standards and undertakes an annual programme of work approved by the Audit Committee. This annual programme is based on a formal risk assessment process which is updated on an ongoing basis to reflect evolving risks and changes. It also takes account of the three-year Strategic Internal Audit Plan and the Annual Internal Audit Plan.

Key elements of the SSSC's governance arrangements

- The SSSC's vision is incorporated within the Strategic Plan which has been published and is available on the SSSC's website.
- The SSSC seeks stakeholder views on a wide range of issues and undertakes regular formal and informal consultation.
- The roles and responsibilities of Council Members and officers are defined in our standing orders, scheme of delegation and financial regulations.
- Our standing orders, scheme of delegation and financial regulations are subject to annual review and revised where appropriate.
- We have tested business continuity plans in place which set out the arrangements with which we aim to continue to deliver services in the event of an emergency.
- Our performance management arrangements enable progress against the SSSC's priorities to be monitored.

- We publicly report on our performance.
- We respond to findings and recommendations of our external auditors (Audit Scotland) and our internal auditors (Scott Moncrieff). The Audit Committee receives regular reports from management on the implementation of audit recommendations. The internal auditors formally report on the implementation of agreed audit recommendations to the Audit Committee annually.
- The Audit Committee reports annually to the Council on their own performance as a Committee, the Committee's opinion on the performance of internal and external audit and provide an opinion on the reliability and appropriateness of the Annual Governance Statement.
- We are committed to the efficient government programme and on an annual basis identify efficiency savings achieved by implementing this initiative.
- Codes of conduct are in place for, and define the standards of behaviour expected from, Council Members and officers.
- We foster relationships and partnerships with other public, private and voluntary organisations where there is a clear alignment with our strategic objectives.
- A register of members' interests is maintained and is available for inspection by members of the public. Declarations of conflicts of interest are standing agenda items at each Council and Committee meeting.
- The performance and training needs of Council Members is assessed by the Convener. The Convener is similarly assessed by senior officials within the Sponsor Department. Through this process all Council Members have personal development plans which are periodically supplemented by additional training.
- Council Members are appointed by Scottish Ministers. The scheme of members' remuneration and expenses is similarly determined by Scottish Ministers. Details of all members' expenses are published on an annual basis.
- The Chief Executive is responsible and accountable for all aspects of executive management.
- The roles of all officers are defined in agreed job descriptions. Staff performance is reviewed on an annual basis in accordance with our personal development and review scheme (PDRS).
- Our procurement capability is assessed by the Scottish Procurement Directorate and we strive to continually improve our procurement capability.
- We hold regular performance review meetings with the Sponsor Department.
- We have Prevention of Fraud and Prevention of Bribery policies.
- A Whistle Blowing policy provides for the direct reporting of problems to senior managers without fear of recrimination.

Risk management

The SSSC has a Risk Management policy. The main priorities of this policy are the identification, evaluation and control of risks which threaten our ability to deliver our objectives. The policy provides direction on a consistent, organised and systematic approach to identifying risks, the control measures that are already in place, the residual risk, the risk appetite and action that is necessary to further mitigate against risks.

Risks identified are maintained on a Strategic Risk Register and addressed in the preparation of the Strategic Plan. The Strategic Plan has been developed to show clear links between risks identified on the risk register and the SSSC's strategic objectives. As a result, the risks identified become embedded in managers' work plans for the year. The Council have agreed a risk appetite statement to underpin the SSSC's approach to risk management and control.

Information Governance

The SSSC has procedures for dealing with requests for information in terms of the Freedom of Information (Scotland) Act 2002 and the Data Protection Act 1998. We also have a procedure to respond to suspected data breaches and operate a Records Management policy and a Data Protection policy with complimentary procedures and oversight arrangements. These policies, procedures and processes provide for a direction on a consistent, organised and systematic approach to responding to requests for information and managing the information that we hold. To support this work we have an annual information governance training strategy.

There are no data losses to report for the year to 31 March 2015.

There were no significant data protection breaches for the year to 31 March 2015.

System of internal financial control

Within the SSSC's overall governance framework specific arrangements are in place as part of the system of internal financial control. This system is intended to ensure that reasonable assurance can be given that assets are safeguarded, transactions are authorised and properly recorded and material errors or irregularities are either prevented or would be detected within a timely period.

The SSSC's system of internal financial control is based on a framework of financial regulations, regular management information, administrative procedures (including segregation of duties), management supervision and a system of delegation and accountability. Development and maintenance of the system is the responsibility of managers within the SSSC. In particular, the system includes:

- financial regulations and standing orders
- comprehensive budgeting systems
- regular reviews of periodic and annual financial reports which indicate financial performance against forecast
- a comprehensive set of control reconciliations performed regularly
- regular compliance testing
- setting targets to measure financial and other performance

- the preparation of regular financial reports which indicate actual expenditure against the forecasts
- clearly defined capital expenditure guidelines.

Compliance with guidance and best practice

The following are all key documents that have underpinned the development of our governance framework:

- Scottish Public Finance Manual
- Executive Framework Agreement for the SSSC
- On Board: A Guide for Board Members of Public Bodies in Scotland
- The Model Code of Conduct for Members of Devolved Public Bodies
- Best Value in Public Services: Guidance for Accountable Officers
- The Good Governance Standard for Public Services
- The Audit Committee Handbook
- The Role of Boards (Audit Scotland)
- SSSC Codes of Practice for Social Service Workers and Employers.

Review

The effectiveness of our code of corporate governance is reviewed annually. Individual policies and procedures that contribute towards the overall governance framework are also subject to periodic review. This review is informed by:

- the views of Audit Committee on the assurance arrangements
- the opinions of internal and external audit on the quality of the systems of governance, management and risk control
- "Certificates of Assurance" supplied by EMT members to the Accountable Officer following a review of the governance arrangements within their specific areas of responsibility
- feedback from managers and staff within the SSSC on our performance, use of resources, responses to risks, and the extent to which in-year budgets and other performance targets have been met.

Significant issues and areas where the governance framework can be developed identified as a result of this review process are detailed in the next section opposite.

Significant issues

No significant governance issues have been identified.

Developing the governance framework

Committee structure review

The committee structure was revised in 2014/15. A review of the effectiveness of the revised structure is planned for August 2015.

Review of the SSSC Code of Corporate Governance

The annual review of the SSSC's Code of Corporate Governance is scheduled for September 2015.

Stakeholder Engagement

A working group of Council Members worked on and prepared a "Stakeholder Engagement Strategy and Framework" during 2014/15. Implementation of this strategy will commence in 2015/16.

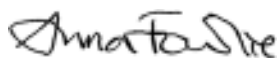
Quality Assurance

We want to maintain and enhance the high quality service we provide to our stakeholders and intend to introduce quality assurance models such as EFQM where appropriate.

Certification

The SSSC's governance framework has been in place for the year ended 31 March 2015 and up to the date of signing of the accounts.

It is my opinion that reasonable assurance can be placed upon the adequacy and effectiveness of the SSSC's systems of governance. Although areas for further improvement have been identified the annual review has provided sufficient evidence that the SSSC's governance arrangements have operated effectively and that the SSSC complies with all relevant guidance and generally accepted best practice in all significant respects.



Anna Fowlie

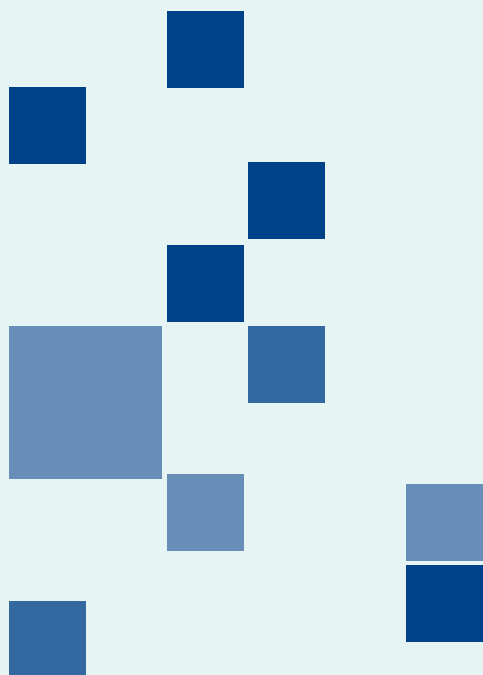
Chief Executive and Accountable Officer

27 October 2015

SECTION 6 :

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE SCOTTISH SOCIAL SERVICES COUNCIL, THE AUDITOR GENERAL FOR SCOTLAND AND THE SCOTTISH PARLIAMENT

6.



SECTION 6:

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 2015 under the Regulation of Care (Scotland) Act 2001. The financial statements comprise the Statement of Comprehensive Net Expenditure, the Statement of Financial Position, the Statement of Cash Flows, the Statement of Changes in Taxpayers' Equity and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the 2014/15 Government Financial Reporting Manual (the 2014/15 FReM).

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 125 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 Accountable Officer and auditor

As explained more fully in the Statement of the Accountable Officer's Responsibilities, the Accountable Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and is also responsible for ensuring the regularity of expenditure and income. My responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland) as required by the Code of Audit Practice approved by the Auditor General for Scotland. Those standards require me to comply with the Auditing Practices Board's Ethical Standards for Auditors. I am also responsible for giving an opinion on the regularity of expenditure and income in accordance with the Public Finance and Accountability (Scotland) Act 2000.

Scope of the audit of the financial statements

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

Opinion on 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 the body's affairs as at 31 March 2015 and of its net operating cost for the year then ended;
- have been properly prepared in accordance with IFRSs as adopted by the European Union, as interpreted and adapted by the 2014/15 FReM; and
- have been prepared in accordance with the requirements of the Regulation of Care (Scotland) Act 2001 and directions made thereunder by the Scottish Ministers.

Opinion on regularity

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

Opinion on other prescribed matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with the Regulation of Care (Scotland) Act 2001 and directions made thereunder by the Scottish Ministers; and
- the information given in the Management Commentary for the financial year for which the financial statements are prepared is consistent with the financial statements.

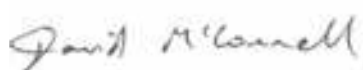
Matters on which I am required to report by exception

I am required to report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records; or
- I have not received all the information and explanations I require for my audit; or
- the Governance Statement does not comply with guidance from the Scottish Ministers.

I have nothing to report in respect of these matters.

David McConnell, MA, CPFA
Assistant Director of Audit
Audit Scotland
4th Floor, South Suite
The Athenaeum Building
8 Nelson Mandela Place
GLASGOW G2 1BT

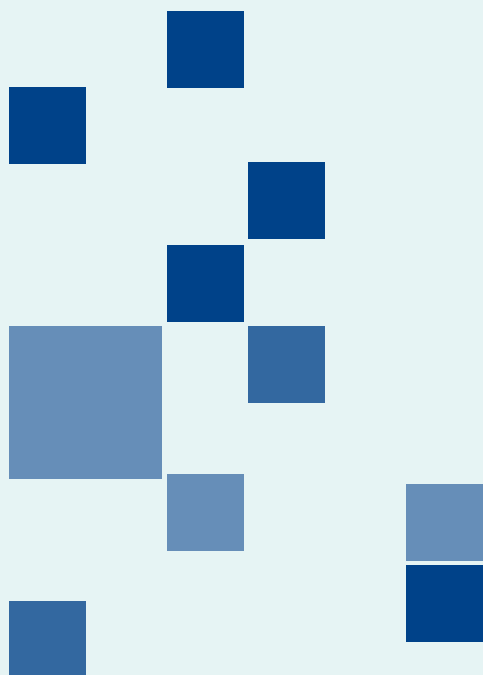


Date: 28 October 2015

SECTION 7: SCOTTISH SOCIAL SERVICES COUNCIL

ANNUAL ACCOUNTS

1 APRIL 2014 TO 31 MARCH
2015



SECTION 7:

SCOTTISH SOCIAL SERVICES COUNCIL

ANNUAL ACCOUNTS

1 April 2014 to 31 March 2015

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**STATEMENT OF COMPREHENSIVE NET EXPENDITURE
FOR THE YEAR ENDED 31 MARCH 2015**

	Note	2014/15 £000	2013/14 £000
Income			
Registration fees	2a	(1,626)	(1,370)
Other operating income	2b	(2,319)	(2,521)
		(3,945)	(3,891)
Expenditure			
Staff costs	3b	9,147	7,173
Operating expenditure	6a	3,923	3,600
Postgraduate bursaries	6b	2,501	2,586
Practice learning fees	6b	2,119	2,354
Disbursement grants	6b	85	65
		17,775	15,778
<i>Net operating cost on ordinary activities before interest and (return)/cost on pension scheme assets and liabilities</i>		13,830	11,887
Bank charges		30	16
Net interest on defined pension (asset)/liability	5b	386	224
<i>Net operating cost on ordinary activities after interest and net interest on pension scheme net liabilities</i>		14,246	12,127
Total actuarial re-measurements on defined pensions liability	5b	(3,577)	3,172
Total comprehensive net expenditure before Government funding		10,669	15,299

All operations are continuing.

The notes on pages 64-88 form an integral part of these accounts.

STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2015

	Note	2014/15 £000	2013/14 £000
Non-current assets			
Property, plant and equipment	7	68	124
Intangible assets	8	378	576
Total non-current assets		446	700
Current assets			
Trade and other receivables	9	853	827
Cash and cash equivalents	10	4,252	2,550
Total current assets		5,105	3,377
Total assets		5,551	4,077
Current liabilities			
Trade and other payables	11	(3,784)	(3,087)
Total current liabilities		(3,784)	(3,087)
Assets plus current liabilities		1,767	990
Non-current liabilities			
Other payables greater than one year	11	(75)	0
Pension assets/(liabilities)	5a	(6,371)	(8,914)
Total non-current liabilities		(6,446)	(8,914)
Net assets/(liabilities)		(4,679)	(7,924)
Taxpayers' equity			
Pensions reserve	SOCTE	(6,371)	(8,914)
General reserve	12	1,692	990
		(4,679)	(7,924)

Anna Fowlie
Chief Executive and Accountable Officer
27 October 2015

The notes on pages 64-88 form an integral part of these accounts.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2015

	Note	2014/15 £000	2013/14 £000
Cash flows from operating activities			
Net operating cost before Government funding	SCNE	(10,669)	(15,299)
Adjustments for non-cash items:			
Pension adjustments and re-measurements	5b, table 2	(2,543)	3,790
Depreciation and amortisation	6a, 7, 8	234	239
Disposal of property, plant and equipment	6a, 7	20	0
(Increase)/decrease in trade and other receivables	9a	(26)	62
Increase/(decrease) in trade and other payables	11a	772	(107)
Net cash outflow from operating activities		(12,212)	(11,315)
Cash flows from investing activities			
Purchase of intangible assets	8a	0	(11)
Net cash outflow from investing activities		0	(11)
Cash flows from financing activities			
Funding from Government	13a	13,914	10,770
Net financing		13,914	10,770
Net increase/(decrease) in cash and cash equivalents in the period	10	1,702	(556)
Cash and cash equivalents at the beginning of the period	10	2,550	3,106
Cash and cash equivalents at the end of the period	10	4,252	2,550

The notes on pages 64-88 form an integral part of these accounts.

**STATEMENT OF CHANGES IN TAXPAYERS' EQUITY
FOR THE YEAR ENDED 31 MARCH 2015**

	Note	Pension Reserve £000	General Reserve £000	Total Reserves £000
Balance at 31 March 2013		(5,124)	1,729	(3,395)
Changes in taxpayers' equity for 2013/14				
Pensions adjustment and re-measurement	5b table 2	(3,790)	3,790	0
Total comprehensive net expenditure	SCNE		(15,299)	(15,299)
Total recognised income and expense for 2013/14		(3,790)	(11,509)	(15,299)
Funding from Government	13a		10,770	10,770
Balance at 31 March 2014		(8,914)	990	(7,924)
Changes in taxpayers' equity for 2014/15				
Pensions adjustment and re-measurement	5b table 2	2,543	(2,543)	0
Total comprehensive net expenditure	SCNE		(10,669)	(10,669)
Total recognised income and expense for 2014/15		2,543	(13,212)	(10,669)
Funding from Government	13a		13,914	13,914
Balance at 31 March 2015		(6,371)	1,692	(4,679)

The notes on pages 64-88 form an integral part of these accounts.

NOTES TO THE ACCOUNTS

1 Statement of accounting policies

1.1 Basis of accounting

The accounts have been prepared in accordance with the Accounts Direction issued by the Scottish Ministers. The Accounts Direction (reproduced at Appendix 1) requires compliance with the Government's Financial Reporting Manual (FReM) which follows International Financial Reporting Standards as adopted by the European Union, International Financial Reporting Interpretation Committee (IFRIC) interpretations and the Companies Act 2006 to the extent that it is meaningful and appropriate in the public sector context. The particular accounting policies adopted by the SSSC are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

The accounts are prepared using accounting policies and, where necessary, estimation techniques, which are selected as the most appropriate for the purpose of giving a true and fair view in accordance with the principles set out in International Accounting Standard 8: Accounting Policies, Changes in Accounting Estimates and Errors.

1.2 Accounting standards issued not yet effective

In accordance with IAS8, changes to IFRS that have been issued but not yet effective have been reviewed for impact on the financial statements in the period of initial application. No significant impact on future periods' financial statements is anticipated. The following standards have been considered:

- IFRS13 – Fair value measurement
- IAS 19 – Employee benefits
- Improvements to IFRSs 2010/12 cycle (including IAS 16 and IAS 24).

1.3 Accounting convention

The accounts have been prepared under the historical cost convention except for certain financial instruments and pensions that have been measured at fair value as determined by the relevant accounting standard.

1.4 Going concern

The accounts have been prepared on the going concern basis, which provides that the entity will continue in operational existence for the foreseeable future. Further explanation of the adoption of the going concern basis is contained in the Financial Review section (pages 25-30).

1.5 **Property, plant and equipment**

Capitalisation

The capitalisation threshold for individual assets is £10,000. This applies to all asset categories.

Valuation

Property, plant and equipment assets are carried at cost, less accumulated depreciation and any recognised impairment value. The SSSC does not have any assets held under finance leases.

Depreciated historic cost has been used as a proxy for the current value. All property, plant and equipment have low values and short useful economic lives which realistically reflect the life of the asset, and a depreciation charge which provides a realistic reflection of consumption.

Depreciation

Depreciation is provided on property, plant and equipment on a straight line basis using the expected economic life of the asset. A full year's depreciation is charged in the year the asset is first brought in to use and no depreciation is charged in the year of disposal. The economic life of an asset is determined on an individual asset basis.

1.6 **Intangible assets**

Acquired intangible assets are measured initially at cost and are amortised on a straight line basis over their estimated useful lives. Acquired intangible assets tend to be software and the useful lives are typically four to six years.

1.7 **Impairment of tangible and intangible assets**

All tangible and intangible non-current assets are reviewed for impairment in accordance with IAS 36 "Impairment of Assets" when there are indications that the carrying value may not be recoverable. If such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

The recoverable amount is the higher of fair value, less costs to sell and value in use. If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount.

An impairment loss is recognised as an expense immediately. Where an impairment loss subsequently reverses this is recognised as income immediately.

1.8 **Government grants receivable**

Grants and grant in aid in respect of revenue and capital expenditure are treated as a source of financing and are credited to the general reserve.

1.9 **Disbursement grants & bursaries payable**

This expenditure is recognised in the Statement of Comprehensive Net Expenditure 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.

1.10 **Leases**

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

The SSSC currently only holds operating leases. Costs in respect of operating leases are charged to the Statement of Comprehensive Net Expenditure on a straight line basis over the term of the lease. The SSSC has shared service arrangements with the Care Inspectorate and charges in respect of Compass House and ICT costs are disclosed as lease payments. Charges from Scottish Ministers in respect of Quadrant House are also disclosed as lease payments.

1.11 **Cash and cash equivalents**

Cash and cash equivalents in the Statement of Financial Position consist of cash at bank and cash in hand.

1.12 **Pensions**

The SSSC accounts for pensions under IAS 19 "Employee Benefits" standard as adapted to the public sector.

The SSSC is an admitted body to the local government pension scheme and this is a defined benefit scheme. Obligations are measured at discounted present value whilst plan assets are recorded at fair value. The operating and financing costs of such plans are recognised separately in the Statement of Comprehensive Net Expenditure. Service costs are spread systematically over the expected service lives of employees. Financing costs and actuarial gains and losses are recognised in the period in which they arise.

The SSSC's funding rules requires the general reserve balance to be charged with the amount payable by the SSSC to the pension scheme and not the amount calculated according to the application of IAS 19. Therefore there are appropriations to/from the pensions reserve shown in the Statement of Changes in Taxpayers' Equity to reverse the impact of the IAS 19 entries included in the Statement of Comprehensive Net Expenditure to ensure the general reserve balance is charged with the amount payable by the SSSC.

1.13 **Short-term employee benefits**

The SSSC permits the carry forward of unused annual leave entitlement and accumulated flexible working hours scheme balances. Entitlement to annual leave and flexible working hours are recognised in the accounts at the time the employee renders the service and not when the annual leave and accumulated hours balances are actually used.

1.14 **Shared services**

The SSSC shares its headquarters and some services with the Care Inspectorate. The Care Inspectorate charges the SSSC for services provided based on a Service Level Agreement (SLA). The SLA contains arrangements akin to a lease for accommodation and ICT equipment.

1.15 **Value Added Tax (VAT)**

The SSSC can recover only a nominal value of VAT incurred on purchases, with irrecoverable VAT being charged to the Statement of Comprehensive Net Expenditure.

1.16 **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 2015 have been brought into account.

1.17 **Financial instruments**

The SSSC does not hold any complex financial instruments. As the cash requirements of the SSSC are met through grant in aid provided by the Children and Families Directorate of the Scottish Government, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with our expected purchase and usage requirements and the SSSC is therefore exposed to little credit, liquidity or market risk.

Financial assets and financial liabilities are recognised on the Statement of Financial Position when the SSSC becomes a party to the contractual provisions of the instrument.

Trade receivables

Trade receivables are non-interest bearing and are recognised at fair value, reduced by appropriate allowances for estimated irrecoverable amounts.

Trade payables

Trade payables are non-interest bearing and are stated at fair value.

1.18 Changes in accounting policy

There have been no changes in accounting policy during the year.

1.19 Operating segments

Financial reporting to senior decision makers is at organisation wide level and therefore segmental reporting under IFRS 8 is not required.

1.20 Contingent Liabilities

In the event that the SSSC had contingent liabilities, these would be disclosed in accordance with IAS37.

2 Operating income		2014/15 £000	2013/14 £000
2a	Registration fees	1,626	1,370
2b	Other operating income:		
	Practice learning fees (i)	2,119	2,354
	Modern apprenticeship fees	138	142
	Recovery of Protection of Vulnerable Groups (PVG) fees	23	15
	Other income (ii)	26	2
	Care accolades sponsorship	13	8
		2,319	2,521

(i) 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. The Scottish Government provides separate funding to the SSSC to make these payments to universities.

(ii) Other income for 2014/15 comprises: supplier discounts and rebates £15k; secondment recharge £6k; recovery of legal costs £2k; and other recharges of £3k.

Other income for 2013/14 comprises: recovery of legal costs and other recharges £1k and supplier rebates £1k.

3 Staff numbers and costs

3a	Average number of staff employed (full time equivalent)	2014/15 FTE	2013/14 FTE
	Chief Executive and committee	20	14
	Fitness to practise	59	42
	Sector development	113	92
	Strategic performance and engagement	14	13
	Corporate services	18	20
	Seconded staff inwards*	3	-
	Seconded staff (outwards)	(1)	(1)
	Agency staff	4	3
		230	183

*Secondments inwards in the 2013/14 year were 0.2 FTE.

3b	Analysis of staff costs	2014/15 £000	2013/14 £000
	Salaries	6,107	4,877
	Social security costs	433	348
	Pension costs	1,702	1,198
	Other staff costs	670	676
	Agency staff	125	63
	Secondments inwards	110	11
		9,147	7,173

3c	Analysis of impact of actuarial pension valuation adjustments on staff costs (note 5)	2014/15 £000	2013/14 £000
	Actual Payments		
	Employer pension contributions actually paid	1,042	796
	Unfunded pension payments actually paid	20	19
	Total pension related payments actually paid	1,062	815
	Accounting Entries (IAS 19 note 5)		
	Service costs included in staff costs (SCNE)	1,704	1,201
	Variance between actual costs and accounting basis	642	386

4 Severance costs

Two staff members left the SSSC during 2014/15 and received severance payments.

Exit costs include:

- Pay in lieu of statutory notice period (PILON)
- Redundancy payments
- Payments to the pension fund where early retirement has been agreed
- Compensation for added years.

The table below shows the number of departures and associated costs:

	2014/15		2013/14	
Exit package cost band	Number of departures	Total cost £000	Number of departures	Total cost £000
Up to £25,000	1	0*	2	11
£25,000 to £50,000				
£50,000 to £100,000	1	85		
£100,000 to £150,000				
£150,000 to £200,000			1	161
	2	85	3	172

*PILON payment was less than £500 in 2014/15.

Exit costs are accounted for in full in the year of departure. Redundancy and other departure costs have been paid in accordance with the financial requirements of the SSSC's voluntary severance scheme and the Local Government Pension Scheme Regulations for Scotland. Where the SSSC has agreed early retirements, the additional costs are met by the SSSC and not the Local Government Pension Scheme.

5 Post-employment benefits: pensions

International Accounting Standard 19 (IAS 19) "Employee Benefits" sets out the accounting treatment to be followed when accounting for the costs of providing a pension scheme.

Tayside Pension Fund

The Tayside Superannuation Fund is a multi-employer scheme which includes local authorities and admitted bodies.

The Fund is administered by Dundee City Council and the pension scheme is part of the Local Government Pension Scheme (LGPS). 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.

Contributions are set every three years as a result of the actuarial valuation of the fund required by the regulations. The next actuarial valuation of the fund will be carried out as at 31 March 2017 and will set contributions for the period 1 April 2018 to 31 March 2021. There are no minimum funding requirements in the LGPS but the contributions are generally set to target a funding level of 100% using the actuarial valuation assumptions.

The contributions paid by the SSSC for the year to 31 March 2015 were £1,042k representing 18.0% of pensionable pay (2013/14: £792k representing 18.0% of pensionable pay). Employee contribution rates were in the range 5.5% to 12% based on earnings bands. The employer contribution rate for the next three years is shown in the table below:

Year to:	Employers contribution rate
31 March 2016	17.0%
31 March 2017	17.0%
31 March 2018	17.0%

In general, participating in a defined benefit pension scheme means that the SSSC is exposed to a number of risks:

- **Investment risk:** The fund holds investment in asset classes, such as equities, which have volatile market values and while these assets are expected to provide real returns over the long-term, the short-term volatility can cause additional funding to be required if a deficit emerges
- **Interest rate risk:** The fund's liabilities are assessed using market yields on high quality corporate bonds to discount future liability cashflows. As the fund holds assets such as equities the value of the assets and liabilities may not move in the same way
- **Inflation risk:** All of the benefits under the fund are linked to inflation and so deficits may emerge to the extent that the assets are not linked to inflation
- **Longevity risk:** In the event that the members live longer than assumed a deficit will emerge in the fund. There are also other demographic risks.

In addition, as many unrelated employers participate in the Tayside Pension Fund, there is an orphan liability risk where employers leave the fund but with insufficient assets to cover their pension obligations so that the difference may fall on remaining employers.

All of the risks above may also benefit the employer eg higher than expected investment returns or employers leaving the fund with excess assets which eventually get inherited by the remaining employers.

The SSSC's share of the underlying assets and liabilities have been separately identified on the following basis:

5a Employee benefits – Statement of Financial Position recognition

	Year to 31 March 2015 £000	Year to 31 March 2014 £000
Present value of funded obligation	25,085	25,003
Fair value of scheme assets (bid value)	19,137	16,452
Net liability	5,948	8,551
Present value of unfunded obligation	423	363
Net liability in Statement of Financial Position	6,371	8,914

5b Statement of Comprehensive Net Expenditure costs for the year to 31 March 2015

The amounts recognised in the Statement of Comprehensive Net Expenditure are as follows:

Table 1:	Year to 31 March 2015		Year to 31 March 2014	
	£000	£000	£000	£000
Service costs		1,704		1,201
Administration expenses		6		8
Net interest on defined (asset)/liability		386		224
Difference between actual employer's contributions plus unfunded payments and actuarial assumptions	30		(55)	
Return on plan assets in excess of interest	(1,626)		(410)	
Other actuarial gains/(losses) on assets	782		-	
Change in financial assumptions	3,387		3,039	
Change in demographic assumptions	(1,232)		625	
Experience (gain)/loss on defined benefit obligation	(4,918)		(27)	
Total re-measurements		(3,577)		3,172
Total		(1,481)		4,605
Actual return on scheme assets		2,407		1,112

The SSSC recognises the cost of retirement benefits in the reported operating cost when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge required to be made under the SSSC's funding rules is based on the cash payable in the year. This requires the real cost of post-employment/retirement benefits to be reversed out of the general reserve via the Statement of Changes in Taxpayers' Equity during the year:

Table 2: Actuarial adjustments are made for:	Note	2014/15 £000	2013/14 £000
Staff costs	3c	642	386
Administration expenses	5b table 1	6	8
Net interest on defined (asset)/liability	5b table 1	386	224
Total re-measurements	5b table 1	(3,577)	3,172
Total actuarial adjustments		(2,543)	3,790

5c Benefit obligation reconciliation for the year to 31 March 2015

Changes in the present value of the defined benefit obligations are as follows:

	Year to 31 March 2015		Year to 31 March 2014	
	£000	£000	£000	£000
Opening defined benefit obligation		25,366		19,651
Current service costs	1,704		1,106	
Past service costs, including curtailments	-		95	
Total service costs		1,704		1,201
Interest costs		1,167		926
Estimated benefits paid net of transfers in	(309)		(310)	
Contributions by scheme participants	363		280	
Unfunded pension payments	(20)		(19)	
Total scheme transactions		34		(49)
Change in financial assumptions	3,387		3,039	
Change in demographic assumptions	(1,232)		625	
Experience (gain)/loss on defined benefit obligation	(4,918)		(27)	
Total actuarial (gains)/losses		(2,763)		3,637
Closing defined benefit obligation		25,508		25,366

5d Fair value of fund assets reconciliation for the year to 31 March 2015

Changes in the fair value of fund assets are as follows:

	Year to 31 March 2015		Year to 31 March 2014	
	£000	£000	£000	£000
Opening fair value of fund assets		16,452		14,527
Interest on assets		781		702
Estimated benefits paid plus unfunded net of transfers in	(329)		(329)	
Contributions by employer including unfunded	1,032		870	
Contributions by scheme participants	363		280	
Total scheme transactions		1,066		821
Return on assets less interest		1,626		410
Other actuarial gains/(losses)		(782)		-
Administration expenses		(6)		(8)
Closing fair value of fund assets		19,137		16,452

5e Projected pension expense for the year to 31 March 2016

Projected pension expense	Year to 31 March 2016 £000
Service cost	1,413
Net Interest on the defined (asset)/liability	201
Administration expenses	7
Total	1,621
Employer contributions	911

Note that these figures exclude the capitalised cost of any early retirements or augmentations which may occur after 31 March 2015.

5f SSSC fund assets

The table below provides details of the estimated asset allocation of the fund for the SSSC.

Asset share – bid value	31 March 2015		31 March 2014	
	£000	%	£000	%
Equities	13,551	71%	11,681	71%
Gilts	1,049	5%	823	5%
Bonds	2,418	13%	2,138	13%
Property	1,908	10%	1,481	9%
Cash	211	1%	329	2%
Total	19,137	100%	16,452	100%

The SSSC's share of the assets of the fund is approximately 1%.

5g Financial assumptions as at 31 March 2015

The financial assumptions used for IAS 19 calculations are below. These assumptions are set with reference to market conditions at 31 March 2015. The estimate of the duration of the employer's liabilities is 22 years. The discount rate is the annualised yield at the 22 year point on the Merrill Lynch AA-rated corporate bond yield curve which has been chosen to meet the requirements of IAS 19 and with consideration of the duration of the SSSC's liabilities. This is consistent with the approach used at the last accounting date.

The Retail Price index (RPI) increase assumption is set based on the difference between conventional gilt yields and index-linked gilt yields at the accounting date using data published by the Bank of England (BoE), specifically the 22-year point on the BoE market implied inflation curve. The RPI assumption used by the actuary is 3.3% p.a. This is consistent with the approach used at the last accounting date.

As future pension increases are expected to be based on Consumer Price Index (CPI) rather than RPI, CPI is assumed to be 0.8% below RPI i.e. 2.5%.

Salary increases are assumed to be 1.8% per annum above CPI in addition to a promotional scale. The actuary has allowed for a short-term overlay from 31 March 2014 to 31 March 2016 for salaries to rise in line with CPI.

Assumptions at:	31 March 2015		31 March 2014		31 March 2013	
	% p.a.	real rate % p.a.	% p.a.	real rate % p.a.	% p.a.	real rate % p.a.
RPI increases	3.3	-	3.7	-	3.4	-
CPI increases	2.5	(0.8)	2.9	(0.8)	2.6	(0.8)
Salary increases	4.3	1.0	5.1	1.4	4.8	1.4
Pensions increases	2.5	(0.8)	2.9	(0.8)	2.6	(0.8)
Discount rate	3.4	0.1	4.6	0.9	4.7	1.3

5h Demographic/statistical assumptions

A set of demographic assumptions that are consistent with those used for the most recent funding valuation, which was carried out as at 31 March 2014 have been adopted. The post retirement mortality tables adopted are the S2PA tables with a 120% multiplier. These base tables are then projected using the CMI 2013 Model, allowing for a long-term rate of improvement of 1.5% per annum.

The assumed life expectations from age 65 are:

Life expectancy from age 65		31 March 2015 years	31 March 2014 years
Retiring today	Males	21.2	21.0
	Females	23.2	23.3
Retiring in 20 years	Males	23.4	23.2
	Females	25.5	25.6

The following assumptions have been made:

- members will exchange half of their commutable pension for cash at retirement
- members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche requirement age
- 10% of active members will take up the option under the new LGPS to pay 50% of contributions for 50% of benefits.

5i Sensitivity analysis

The following table sets out the impact of a small change in the discount rates on the defined benefit obligation and projected service cost along with a +/- 1 year age rating adjustment to the mortality assumption.

	£000	£000	£000
Adjustment to discount rate	+0.1%	0.0%	-0.1%
Present value of total obligation	24,969	25,508	26,059
Projected service cost	1,378	1,413	1,449
Adjustment to long term salary increase	+0.1%	0.0%	-0.1%
Present value of total obligation	25,629	25,508	25,388
Projected service cost	1,413	1,413	1,413
Adjustment to pension increases and deferred revaluation	+0.1%	0.0%	-0.1%
Present value of total obligation	25,943	25,508	25,084
Projected service cost	1,450	1,413	1,377
Adjustment to mortality age rating assumption	+1 year	none	-1 year
Present value of total obligation	24,570	25,508	26,453
Projected service cost	1,362	1,413	1,465

6 Analysis of operating costs

6a	Operating expenditure	2014/15 £000	2013/14 £000
	Supplies & services	1,306	1,098
	Administration costs	1,353	1,382
	Property costs	766	669
	Depreciation and amortisation	234	239
	Transport costs	225	199
	Asset disposal	20	-
	Changes in debt impairment allowance	13	5
	Pension administration costs	6	8
		3,923	3,600

The above total includes £17.8k (2013/14: £17.6k) for external auditor's remuneration. External audit did not receive any fees in relation to non-audit work.

The above total includes £26.7k (2013/14: £17.4k) for internal auditor's remuneration. Internal audit also received £4k for facilitating a risk workshop in 2013/14.

6b Analysis of disbursements

During 2014/15 postgraduate bursaries totalling £2.501m (2013/14: £2.586m) were managed by the SSSC. Of this £1.493m (2013/14: £1.573m) was paid directly to students undertaking postgraduate social work training and £1.008m (2013/14: £1.013m) to universities for tuition fees.

A total of £2.119m (2013/14 £2.354m) was paid to universities to support practice learning opportunities during the year.

Disbursements totalling £0.085m (£0.065m in 2013/14) were paid to education and training providers in 2014/15 to fund students undertaking the Professional Development Award in Childhood Practice at SCQF Level 9.

7 Property, plant and equipment

7a		Information technology £000	Plant & equipment £000	Furniture & fittings £000	Total £000
Cost or valuation:					
	At 1 April 2014	10	231	138	379
	Additions	0	0	0	0
	Disposal/de-recognition	0	(86)	0	(86)
	At 31 March 2015	10	145	138	293
Depreciation:					
	At 1 April 2014	10	157	88	255
	Charged in year	0	27	9	36
	Disposal/de-recognition	0	(66)	0	(66)
	At 31 March 2015	10	118	97	225
	Net book value: At 31 March 2015	0	27	41	68
	At 31 March 2014	0	74	50	124

7b		Information technology £000	Plant & equipment £000	Furniture & fittings £000	Total £000
Cost or valuation:					
	At 1 April 2013	101	231	186	518
	Additions	0	0	0	0
	Disposal/de-recognition	(91)	0	(48)	(139)
	At 31 March 2014	10	231	138	379
Depreciation:					
	At 1 April 2013	100	127	126	353
	Charged in year	1	30	10	41
	Disposal/de-recognition	(91)	0	(48)	(139)
	At 31 March 2014	10	157	88	255
	Net book value: At 31 March 2014	0	74	50	124
	At 31 March 2013	1	104	60	165

All assets are owned.

8 Intangible assets

8a

	Information technology £000
Cost or valuation:	
At 1 April 2014	1,431
Additions	0
Disposal/de-recognition	(324)
At 31 March 2015	1,107
Amortisation:	
At 1 April 2014	855
Charged in year	198
Disposal/de-recognition	(324)
At 31 March 2015	729
Net book value:	
At 31 March 2015	378
At 31 March 2014	576

8b

	Information technology £000
Cost or valuation:	
At 1 April 2013	1,460
Additions	11
Disposal/de-recognition	(40)
At 31 March 2014	1,431
Amortisation:	
At 1 April 2013	697
Charged in year	198
Disposal/de-recognition	(40)
At 31 March 2014	855
Net book value:	
At 31 March 2014	576
At 31 March 2013	764

All assets are owned.

9 Trade and other receivables

9a	Amounts falling due within one year	2014/15 £000	2013/14 £000
	Prepayments and accrued income	531	487
	Trade receivables	141	125
	Other receivables	181	215
		322	340
		853	827

Trade and other receivables are non-interest bearing. Credit terms are generally 30 days. Trade and other receivables are recorded at fair value, reduced by appropriate allowances for estimated irrecoverable amounts. There are no amounts receivable after more than one year.

9b	Provision for impairment of receivables	2014/15 £000	2013/14 £000
	As at 1 April	(13)	(8)
	Charge for the year	(66)	(54)
	Unused amounts reversed	5	2
	Uncollectable amounts written off	48	47
	As at 31 March	(26)	(13)

As at 31 March 2015, trade and other receivables of £26k (2013/14: £13k) were past due and impaired. The amount of the provision is £26k (2013/14: £13k). The ageing analysis of these receivables is as follows:

Aged analysis of past due & impaired receivables	2014/15 £000	2013/14 £000
0 to 3 months past due	8	7
3 to 6 months past due	2	2
Over 6 months past due	4	2
Over 12 months past due	12	2
	26	13

As at 31 March 2015, trade and other receivables of £322k (2013/14: £340k) were due but not impaired. The ageing analysis of these receivables is as follows:

Aged analysis of unimpaired receivables due	2014/15 £000	2013/14 £000
Not past due date	285	274
Up to 3 months past due	22	39
3 to 6 months past due	0	2
Over 6 months past due	3	6
Over 12 months past due	12	19
	322	340

9c	Analysis of trade & other receivables	2014/15 £000	2013/14 £000
	Bodies external to Government	677	615
	Other Government bodies	175	182
	NHS bodies	-	30
	Local authorities	1	-
		853	827

10 Cash and cash equivalents

	2014/15 £000	2013/14 £000
Balance as at 1 April	2,550	3,106
Net change in cash & cash equivalent balances	1,702	(556)
Balance as at 31 March	4,252	2,550
The following balances as at 31 March were held at:		
Government banking service	4,239	2,457
Commercial banks and cash in hand	13	93
Balance as at 31 March	4,252	2,550

11 Trade and other payables

11a	Amounts falling due within one year	2014/15 £000	2013/14 £000
	Trade payables	2,362	1,799
	Accruals and deferred income	1,134	1,061
	Other taxation and social security	143	107
	Other payables	142	115
	VAT	3	5
		3,784	3,087

Amounts falling due after more than one year	2014/15 £000	2013/14 £000
Deferred income	75	0
	75	0

11b Analysis of trade and other payables

Amounts falling due within one year	2014/15 £000	2013/14 £000
Bodies external to Government	1,676	1,403
Higher education institutes (HEIs)	963	1,169
Other Government bodies	851	414
Local authorities	294	101
	3,784	3,087

Amounts falling due after more than one year	2014/15 £000	2013/14 £000
Bodies external to Government	75	0
	75	0

12 Sources of financing

2013/14		2014/15			
Total £000	General reserve	note	Revenue £000	Capital £000	Total £000
1,729	Opening balance		290	700	990
(15,299)	Surplus/(deficit) for the year	SCNE	(10,415)	(254)	(10,669)
3,790	Pension adjustments and re-measurements	5b	(2,543)		(2,543)
10,770	Grants and grant in aid	13	13,914		13,914
990	Closing balance		1,246	446	1,692

13 Government and European Union funding

13a	Grants and grant in aid	2014/15 £000	2013/14 £000
	Grant in aid	12,406	9,409
	Workforce development grant	626	565
	Self-directed support grant	257	137
	Integration grant	179	103
	Promoting excellence: dementia strategy	165	164
	Childhood practice professional development award	85	65
	Skilled citizens, skilled workers	72	54
	Early years change fund	60	0
	Self-directed support best practice guidance	24	73
	Skills for care and development (sector skills)	17	175
	Framework for foster carers in Scotland	15	0
	Development of childcare workers qualification	2	0
	Childhood practice grant	0	25
	Total funding from Government	13,908	10,770
	European Union funding		
	Erasmus grant – digital bridges	6	0
	Total Government and European Union funding	13,914	10,770

All grant conditions have been met and no grants are due for repayment.

13b	Grant in aid analysis	2014/15 £000	2013/14 £000
	Approved grant in aid from Scottish Government	11,685	9,409
	Grant drawdown during the year	12,406	9,409
	Additional grant in aid approved during the year	721	0

14 Capital commitments

There were no capital commitments as at 31 March 2015.

15 Commitments under leases

15a Operating leases

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

Obligations under operating leases comprise:	2014/15 £000	2013/14 £000
Buildings:		
within 1 year	713	670
within 2 to 5 years	2,319	2,679
beyond 5 years	542	460
	3,574	3,809
Other:		
within 1 year	260	233
within 2 to 5 years	0	0
beyond 5 years	0	0
	260	233

Other leases comprise the charges from the Care Inspectorate for shared service information and communications technology services.

15b Finance leases

There are no obligations or commitments under finance leases.

16 Contingent liabilities

There were no contingent liabilities as at 31 March 2015.

17 Related-party transactions

The SSSC is a Non-Departmental Public Body (NDPB) sponsored by the Office of the Chief Social Work Adviser of the Children and Families Directorate of the Scottish Government. The SSSC has shared service arrangements with the Care Inspectorate 2014/15 £998k, (2013/14 £961k). Both Scottish Government and the Care Inspectorate are regarded as related parties with which the SSSC has had various material transactions during the year.

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.

18 Post statement of financial position events

There were no events after the Statement of Financial Position date relating to the 2014/15 financial year.

19 Losses statement

There were no losses or special payments made in the year.

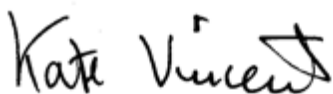
APPENDIX 1

SCOTTISH SOCIAL SERVICES COUNCIL



DIRECTION BY THE SCOTTISH MINISTERS

1. 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.
2. 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.
3. 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.
4. This direction shall be reproduced as an appendix to the statement of accounts. The direction given on 25 November 2001 is hereby revoked.



Signed by the authority of the Scottish Ministers

Dated: 16 January 2006