



GTCNI BUSINESS PLAN 2018-19

Corporate Goal 1: Improving the wellbeing of children and young people Corporate Goal 2: Raising standards for all Corporate Goal 4: Developing the education workforce		
Number	Commitment/Action	Key Success Indicator
1.1	Learning Leaders Strategy Throughout 2018/19, engage and consult with the profession and education stakeholders on the standards of teaching, learning and leadership as part of supporting the delivery of DE's Learning Leaders Strategy	Views of Council and teaching profession reflected at Oversight Group and other working group meetings.
1.2	By 31 August 2018, engage with the wider education sector to refresh and republish the Northern Ireland Teacher Competences as published in Teaching: The Reflective Profession.	Publication of the refreshed teacher competences in the revised format by 31 August 2018 .
1.3	In consultation with DE and key stakeholders, engage with the wider education sector to develop proposals for a competence framework for leadership at all levels.	1. Completion of a review and assessment on usability of previous work done on leadership competences by 30 September 2018 . 2. Development of an engagement process, including appropriate consultation mechanisms, by 31 December 2018 .
2	Initial Teacher Education reaccreditation During 2018/19 commence reaccreditation of all Initial Teacher Education (ITE) programmes delivered by Northern Ireland's HEI's including development of a plan for a cycle of reaccreditation.	1. Final agreement with DE and all stakeholders and Council on the Accreditation of Initial Teacher Education Programmes in Northern Ireland (the accreditation process) including key milestones by 30 June 2018 . 2. Delivery of a draft outcomes report on Phase 1 (of 2) of reaccreditation process, for consideration and agreement by Council, by 31 March 2019 .
3	Review of Qualifications By 31 March 2019 complete a review of the qualifications required for registration to teach in grant aided schools in Northern Ireland.	Establishment of a stakeholder group of all interests and engagement of a suitably qualified independent resource to deliver an independent report on Review of Qualifications by 31 March 2019 .

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Number	Commitment/Action	Key Success Indicator
4	<p>Registration and Assessment of Qualifications</p> <p>Carry out and complete (as per the registration schedule) all of the processes and assessments necessary for the Council to fulfill its statutory registration responsibilities for the registration year to 31 March 2019.</p>	<p>All teachers wishing to teach in grant aided schools in Northern Ireland registered as per statutory requirements.</p>
5	<p>Regulation</p> <p>Carry out and complete all of the processes and assessments necessary for the Council to fulfill its statutory regulatory responsibilities for the year to 31 March 2019.</p>	<p>All referrals are processed as per the statutory requirements.</p>
6.1	<p>Transformation</p> <p>Recruitment and appointment of a permanent Registrar by 30 April 2018</p>	<p>Appointment of the Registrar</p>
6.2	<p>By 31 March 2019, review existing staffing structure and develop, consult upon, agree and implement a new staffing structure.</p>	<p>Approval by Council of revised structure by 31 March 2019.</p>
6.3	<p>Commitment to operational excellence by developing Total Quality Management processes by 31 March 2019.</p>	<p>The work to implement Total Quality Management to the GTCNI's processes to ensure the reliability and value of its data and information in wider policy decision making scoped and a Corporate training programme for staff and Council members developed by 31 March 2019.</p>
6.4	<p>By 31 March 2019, implement Year 1 of GTCNI's Communications Strategy 2018-2021 to promote the work of Council evidenced by improved, positive working relationships.</p>	<p>Branded collateral and a new website procured and developed, and evaluation of Year 1 Communications Strategy outputs completed by 31 March 2019.</p>
7.	<p>Registration Database</p> <p>Procure a replacement teacher registration database by 31 December 2018.</p>	<p>Contract award by 31 December 2018.</p>
8.	<p>Election</p> <p>By 14 October 2019, scope and plan work to appoint elected Council members by reflecting the profile of the teaching workforce.</p>	<p>Notice of election issued 28 February 2019.</p>
9.	<p>Brexit</p> <p>GTCNI as the competent authority for the registration and regulation of teachers in Northern Ireland will ensure that its processes in these areas are fully compliant with the implications of Brexit decisions relevant to registration and regulation of teachers.</p>	<p>Policies and procedures amended to ensure compliance with Brexit decision making and outcomes.</p>

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Number	Commitment/Action	Key Success Indicator
10.1	<p>Effective Governance</p> <p>In line with the Council's Corporate Governance Framework complete a review of governance arrangements by 31 August 2018.</p>	Implementation of a performance management system for Council members.
10.2	Throughout 2018-19, ensure effective governance through full compliance with all required procedures in the Management Statement and related governance guidance issued by DE.	<ol style="list-style-type: none"> 1. Annual and mid-year Governance Statements submitted and approved. 2. All new board members receive corporate governance training within 6 months of appointment. 3. An annual audit of skills and effectiveness
11	<p>Funding & Reserves</p> <p>Review of Council's overall funding model by 31 March 2019, including pricing policy for non-NI registration applicants to ensure full cost recovery and long term financial viability.</p>	<ol style="list-style-type: none"> 1. Completion of a review of pricing policy by 31 December 2018. 2. Finalisation of draft Reserves Policy for Council and DE approval by 31 March 2019.
12.1	<p>Compliance</p> <p>Full compliance with all required procedures and approval requirements in relation to the delegated limits set out in the Financial Memorandum , Business Cases, Economic Appraisals, PPE's, Consultancy and Procurement regulations and other relevant NICS regulations throughout 2018-19.</p>	<ol style="list-style-type: none"> 1. All business cases, consultancy and procurements are compliant with relevant guidance and have appropriate approvals within prescribed timelines and delegated authority. 2. Full adherence to the requirements of NIGEAE, DoF guidance, CPD's guidance notes and guidance issued by DE. 3. The Council does not access its Reserves without prior Departmental approval and budget cover. 4. ICO Compliant publication scheme by 31 March 2019.
12.2	Full compliance with the terms of the new General Data Protection Regulations (GDPR) by 25 May 2018.	Information audit completed across the organisation and processes in place to ensure full compliance with the terms of the new General Data Protection Regulations by 25 May 2018 .
12.3	By 31 March 2019 implement the provisions of the Records Retention and Disposal Policy (RR&DP).	<ol style="list-style-type: none"> 1. RR&DP rolled out across the organisation. 2. Record Management System implemented.
12.4	The publication of the GTCNI's Equality scheme and Disability Action Plan by 30 April 2018 .	Completion of annual Equality Report by 31 August 2018 .
13	<p>Budget Allocations</p> <p>Plan for the containment of expenditure within budgetary limits with an under/over spend of not more than 1% at 31 March 2019.</p>	Budget contained within the +/-1% limit.

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Number	Commitment/Action	Key Success Indicator
14	<p>Accurate and timely Accounts</p> <p>Submission of draft Annual Report and Accounts 2017-18 to DE and the C&AG in accordance with Accounts Direction and WGA by the required date, both prepared to a high standard that does not subsequently result in qualification by the C&AG for reasons considered to be within the control of the Registrar at 31 March 2019.</p>	<p>1. Draft AR&A submitted to DE by the Accounts Direction date.</p> <p>2. WGA submitted by the required date.</p> <p>3. Final audited AR&A's are unqualified.</p>
15	<p>Prompt Payment</p> <p>Throughout 2018/19, maximise the payment of non- disputed invoices within 10 working days of receipt of invoice and ensure that 97% of all non-disputed invoices are paid within 30 days of receipt of invoice.</p>	<p>90% of all non-disputed invoices paid within 10 working days of receipt of invoice.</p> <p>97% of all non-disputed invoices are paid within 30 days of receipt of invoice.</p>
16	<p>Public Sector Pay Policy</p> <p>Throughout 2018/19 ensure that the pay remits align fully with pay policy thresholds as detailed in relevant DoF guidance.</p>	<p>No breaches of Public Sector Pay Policy</p>
17	<p>Procurement</p> <p>Throughout 2018-19, we will, in conjunction with other education bodies, ensure that all procurement is undertaken through an accredited Centre of Procurement Excellence (CoPE) as required, to ensure compliance with current public procurement policy and guidance.</p>	<p>All procurement is through a CoPE, as required by guidance.</p>