

Agenda Item 9

Enclosure 5

**Health and Care Professions Council
14 February 2019**

**Transfer of Social Workers to Social Work
England**

For discussion

**From John Barwick, Executive Director of
Regulation**

Council, 14 February 2019

Transfer of Social Workers to Social Work England (SWE)

Executive summary

Introduction

The HCPC project to manage the transfer of the regulation of Social Workers to Social Work England (SWE) has now been formally initiated and has progressed to the build phase.

It was previously agreed that project progress update reports be provided to Council each time it meets. A project update report for the period up to 1 February 2019 is provided at Appendix 1.

Decision

The Council is invited to discuss the project progress report at Appendix 1.

Background information

- In January 2016, the then Secretary of State for Education and the Health Secretary of State announced that, as part of Government's social work reform programme, Government would establish Social Work England as a new, specialist regulator for social workers in England. The Children and Social Work Act 2017 made provision for establishing Social Work England.
- A project to establish Social Work England is being jointly led by the Department for Education and Department for Health and Social Care. The current publicly stated position is that the SWE will be operational not before April 2019.

Resource implications

A Senior Project Manager has been appointed to lead MP92 Regulation of Social Workers project. A grant of £2.4m has been agreed with the Department for Education (DfE) to cover the costs associated with the transfer of the regulation of Social Workers to SWE.

Financial implications

Costs associated with the transfer of the regulation of Social Workers will be called off against the previously agreed DfE Grant of £2.4m.

Appendices

Appendix 1 – Regulation of Social Workers Project Update

Date of paper

4 February 2019

Appendix 1

Regulation of Social Workers Project Update

This report provides a summary update on the Regulation of Social Workers project.

1. Executive Summary

- 1.1 The Regulation of Social Workers project was formally initiated by the Senior Management Team on 25 September 2018 and is now in the build phase. The Project team is now working directly with their counterparts at Social Work England (SWE).
- 1.2 The data discovery and analysis workshops were completed during the last quarter of 2018 and informed the Supplier Export Statements of Works (SOW). The SOW were finally approved by SWE in early January 2019 and the data extraction phase of the project has begun.
- 1.3 Both SWE and the HCPC have now approved the Transitional Arrangements governing the transfer of the Education and Training, Registrations and Fitness to Practise work in progress.
- 1.4 A joint meeting was held on 15 January 2019 to discuss the progress of the project and preparedness for the establishment of SWE. The meeting was attended by the Chairs and Chief Executives of HCPC, SWE, PSA as well as representatives from DfE, DoHsC.
- 1.5 The Project Board owns the Risk Register, and continues to review the mitigation plans at each project board meeting. SWE have now shared a draft Risk Register and this has been reviewed alongside the HCPC Risk register. Three high-level risks which are common to both SWE and HCPC have been identified. They relate to: data transfer; potential knowledge gaps and communications.
- 1.6 Joint project board meetings have been held between HCPC and SWE in December and February to ensure critical milestones are monitored. The most recent meeting provided an opportunity for HCPC to meet SWE colleagues at their offices in Sheffield. The PSA continue to be provided with regular updates at meetings attended by the Chair and Chief Executive and meetings between PSA's Director of Quality and Scrutiny and HCPC's Executive Director of Regulation.
- 1.7 Critical items being tracked include the confirmation of the Transfer date, and the development of a Transitional Order by the DfE to ensure that test export data (amongst other items) can be shared with SWE for import testing prior to the formal go live date.

Detailed Update

2. Project Governance

2.1 The HCPC project board now meets on a fortnightly basis. All impacted functional areas (FTP, Registration, Finance, Communications, HR and IT) are represented on the board. This is inclusive of the joint project board meetings taking place on a monthly basis with SWE. Both parties will alternate the meeting location between HCPC office and SWE offices in Sheffield.

3. Transitional process and data export progress

3.1 HCPC held its first joint project board meeting with SWE on 11 December 2018. This included updates on progress with agreeing the transitional arrangements and supplier SOW.

3.2 There has been ongoing discussion regarding the critical importance of having a Transitional Order (TO) in place to facilitate the test import of data in the run up to go live. DfE have indicated that a slot for the SWE regulations and Transition Order to be laid in Parliament has now been agreed for June 2019. HCPC's position is that it cannot transfer data until a transitional order is in place as it remains the Data Controller. At the most recent joint project board meeting it was agreed that HCPC would work closely with SWE to try and find a suitable arrangement to facilitate the safe transfer of test data before the transitional order is in place.

3.3 Based on the approval of SWE's Business Analyst data discovery report, which maps out the data requirements required by SWE, the report was shared with HCPC suppliers and has formed the basis of the scope of discussions with the HCPC IT System suppliers. This has been used by each supplier as a point of reference in building the individual work plans and Statement of Works (SoW), which outlines the approach to data transfer by the go-live date.

3.4 The SoWs were approved by SWE in January 2019 and HCPC has signed contractual agreements with its suppliers for the work to develop the data extract tools to commence.

4. Grant update

4.1 HCPC submitted a revised Grant Spend profile to the DfE, which was approved by project board. The profile document outlines the original budget vs the forecast data and will be used as a point of reference when making any future grant claims to the DfE. Funds for Grant submission 1 (£236,464.93) were received from the DfE on 11th Oct. The DfE was advised of the next grant claim

which was made in December 2018 for the period of August to November 2018. The third grant claim will be submitted to the DfE by January 2019.

- 4.2 A new grant spend scenario has been developed to cover the impact of any delay to the expected transfer date.

5. Stakeholder Engagement

- 5.1 HCPC has implemented a robust Stakeholder management plan. Meetings with key internal and external stakeholders continue.

Stakeholder	Category	Purpose of Engagement	Frequency
SWE/ DfE/ DHSC	External	Discussion on project deliverables across HCPC and SWE Discussions and approvals on work processes, data transfer dates, legalities, finance and any contractual agreements	Every three months
PSA	External	Providing updates to PSA on project status and seeking advice on governmental decisions	Monthly
Joint Project Board SWE & HCPC	External	Ensuring all parties are involved in the aligning of project work processes and decision making	Monthly <i>(First meeting took place on 11 December 2018)</i>
Joint project management team meeting (SWE & HCPC)	External	Ensuring all parties are involved in the aligning of project work processes and decision making	Monthly
UK Parliament	External	Chair and CEO meetings with Lord Patel	As required
HCPC Project Board	Internal	Review of project work, approvals and decision making on all actions, risks, issues and project milestones/ activities.	Fortnightly
HCPC and SWE IT project team meetings	External	HCPC and SWE's Head of IT and Data have now commenced on a weekly stand-up meetings to discuss Data transfer/ export activities	Weekly

6. Future activities

Future Activities (up to Feb 2019)	Due Date
Joint HCPC/SWE project board meeting at SWE offices in Sheffield	1 Feb 2019
HCPC and SWE's to approve all transitional arrangements document for all three functions at HCPC	15 Jan 2019
Submission of next grant claim for the period of November 2018 to Jan 2019	31 Jan 2019
Start data export tool development	31 Jan 2019
Drafting of Transitional Order and arrangements for data transfer	Ongoing