

**Agenda Item 9**

**Enclosure 5**

**Health and Care Professions Council  
25 September 2019**

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

**For discussion**

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

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## Transfer of Social Workers to Social Work England (SWE)

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### Executive Summary

This paper provides an update on the progress of the project to manage the transfer of the regulation of Social Workers to Social Work England (SWE). The key achievements and focus of activity since the last Council meeting in July have been:

- Public announcement by the Minister of State for Children and Families of 2 December 2019 as the date when Social Work England will take over the regulation of Social Workers in England.
- The project remains on target. We continue to share data with SWE for all three regulatory functions for testing purposes. The export has also been tested in the Production environments (rather than UAT) to ensure the time required to export the data can be predicted with confidence.
- Detailed plans for the transfer weekend are being developed and will be presented for approval at a joint HCPC/SWE project board on 8 October. Transitional arrangement documents will be updated to reflect the schedule.
- The Grant Funding Agreement with the Department for Education (DFE) has been varied (increased) following our request for additional grant funding due to the impact of the delay and uncertainty around the transfer date.
- The 5th grant claim has been approved by the DfE. The next claim is due to be submitted in October.
- The transitional regulations necessary to enable the smooth transfer of functions between HCPC and Social Work England have been laid in Parliament.
- The Infrastructure Projects Authority (IPA) will conduct a further Gateway Readiness Review during the week commencing 14 October.

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Previous consideration	It was previously agreed that project progress update reports be provided to Council each time it meets. The last update was provided on 4 July. An update for the period up to 11 September 2019 is provided at Appendix 1.
Decision	The Council is invited to discuss the progress update report at Appendix 1.
Next steps	The project will be subject to internal audit, with a report due to be considered by the Audit Committee at its meeting in November.

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Strategic  
priority

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Strategic priority 3: Ensure the organisation is fit for the future and is agile in anticipating and adapting to changes in the external environment

Risk

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The Social Worker Risk Register and Risk Treatment plan reflects current and recent levels of risk recognised by risk owners related to the project to migrate Social Workers to Social Work England.

A review of all the risks within the project risk register has been completed. The Social Worker Risk Register and Treatment Plan was presented to the Audit Committee at its meeting on 10 September 2019.

The risk appetite is minimal as the project relates to ensuring ongoing compliance with the law, regulations and standards in place to protect the public in relation to Social Workers to the point of transfer and for the remaining 15 professions pre and post transfer.

Financial and  
resource  
implications

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Costs associated with the transfer of the regulation of Social Workers are being called off against the previously agreed DfE Grant. Following negotiations with the DfE the grant has been extended to £3.5m.

Author

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John Barwick, Executive Director of Regulation

## Appendix 1

### Regulation of Social Workers Project Update

This report provides a summary update on the Regulation of Social Workers project up to 11 September 2019.

#### 1. Executive Summary

1.1. The main developments since the last update provided by Council in July 2019 are:

- The Minister of State for Children and Families has publicly announced 2 December 2019 as the date when Social Work England will take over the regulation of Social Workers in England. This has enabled the transfer project to proceed with greater certainty.
- We continue to share data with SWE for all three regulatory functions for testing purposes. The data export has also been tested in the Production environments (rather than UAT) to ensure the time required to export the data can be predicted with confidence.
- Focus has been on planning the Go-Live weekend. A final joint Go-Live planning meeting is scheduled for 13 September, with detailed plans for the transfer weekend due to be approved at a joint HCPC/SWE project board on 8 October. Transitional arrangement agreements will be updated to reflect the agreed data migration schedule. The data extraction from the FTP and Registration systems will commence on 22 November. This is to allow sufficient time for extraction, export and for SWE to ingest the data into their systems.
- Regular case conference meetings are taking place with SWE to agree the management and transfer of cases, in particular those cases where the ICP has made a case to answer decision and we will not be able to conclude at a final hearing before the transfer date.
- The Grant Funding Agreement with the Department for Education (DFE) has been varied following our request for additional grant funding. The maximum value of the grant has been increased to £3,516,033.78. This comprises £2,400,000 from the original grant and £1,116, 03.78 in respect of our additional grant request.
- The agreement of additional grant funding has enabled us to set in train the employee retention mitigations.
- The 5<sup>th</sup> grant claim has been approved by the DFE. The next claim is due to be submitted in October.
- The transitional regulations necessary to enable the smooth transfer of functions between HCPC and Social Work England have been laid in Parliament. The regulation confirm that any matters in an appeal status at the point of transfer will transfer to SWE.

- The Infrastructure and Projects Authority (IPA) will conduct a further Gateway Readiness Review in the week commencing 14 October. We anticipate being asked to contribute to the review.

## **Detailed Update**

### **2. Project Governance**

- 2.1 The HCPC project board continues to meet on a fortnightly basis to manage the project.

### **3. Transitional process and data export progress**

- 3.1 The transfer date of 2 December 2019 has been publicly confirmed by the Minister of State for Children and Families.
- 3.2 We continue to share data with SWE for all three regulatory functions for testing purposes. The data export has also been tested in the Production environments to ensure the time the time to export can be predicted with confidence.
- 3.3 Changes are being made to the FTP export tool to correct some instances of missing documents.
- 3.4 We are working with our suppliers to develop proposals for any work required to disable system functionality during and after transfer.
- 3.5 Plans for the transfer weekend are being developed and will be presented for approval at the next joint SWE project board meeting on 8 October 2019. A joint Go-live planning meeting is scheduled for 13 September. The current planning assumption is that the data extraction for FTP and Registrations will commence on 22 November 2019. This is to allow sufficient time for extraction, export and ingestion by SWE. The agree data migration schedule will require project board approval, after which the transitional arrangement documents will be updated.
- 3.5 Regular case conferences are taking place with SWE to discuss the management and transfer of FTP cases and ensure regulatory continuity. Particular attention is being paid to those cases where the Investigating Committee have recently made a case to answer decision, and the case will not be concluded before transfer.
- 3.6 Following the agreement by the DFE to extend the grant (see section 4), mitigations around ensuring the organisation retains sufficient numbers of suitably skilled employees - in particular those on fixed term contracts which are due to expire at the end of November - have been put in train. This follows the previous decision to harmonise the end dates of FTCs to reflect the December transfer date.

3.7 The Infrastructure and Projects Authority (IPA) will conduct a further Gateway Readiness Review in the week commencing 14 October. We anticipate being asked to contribute to the review.

3.8 The scoping work for the internal audit of the transfer project has commenced. The BDO report is expected to be received by the Audit Committee at its November meeting.

#### **4. Grant update**

4.1 Following the request for additional grant funding from the DFE in respect of additional costs incurred as a result of the uncertainty around the formal transfer date, the maximum value of the grant has now been increased to £3,516,033.78. This comprises £2,400,000 of the original grant and £1,116,033.78 in respect of the additional request.

4.2 The 5<sup>th</sup> grant claim has been submitted and approved. The next grant claim is due to be submitted in October. We have now received PWC's draft audit report and are proactively engaging with DFE and DHSC to seek confirmation of the expected quantum of the additional grant.

#### **5. Stakeholder Engagement**

5.1 HCPC has implemented a robust Stakeholder management plan. Meetings with key internal and external stakeholders continue including SWE communications counterparts. A SWE communications plan and interim consultation update has been shared with relevant colleagues.

5.2 A website notice outlining our approach to sharing data with SWE has been prepared and will be published as soon as the transfer date has been confirmed.

5.3 Communications messaging has been developed for parties involved in FTP proceedings which will transfer to SWE. Attention is focusing on developing the necessary communications to support the Go-live weekend.

## **6. Risks**

- 6.1 A review of the Risk Register has been completed. This has resulted in some risks being reassigned to ensure ownership of the risk resides in the most appropriate functional area. The Risk Register has been developed to include mitigation deadlines and completion dates. Implementation of the mitigations is being monitored by the Project Board. The Risk Register and Treatment Plan was presented to Audit Committee at its meeting on 10 September 2019. The next iteration will be presented to the Audit Committee at its meeting in November.