

Agenda Item 9

Enclosure 6

**Health and Care Professions Council
20 March 2019**

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

For discussion

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

Council, 20 March 2019

Transfer of Social Workers to Social Work England

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 6 March 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 are being called off against the previously agreed DfE Grant of £2.4m.

Appendices

Appendix 1 – Regulation of Social Workers Project Update

Date of paper

6 March 2019

Appendix 1

MP92 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 Following the approval of the Statement of Works by SWE in early January 2019 contracts are now in place with our suppliers and work on developing the data extraction tools has commenced. This work is progressing well and we expect the delivery of the first release of the data extraction tool for the Education system in the week commencing 18 March 2019.
- 1.3 The Transitional Arrangements governing the transfer of the Education and Training, Registrations and Fitness to Practise work in progress have been approved.
- 1.4 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 A Joint project board meeting took place at SWE's offices in Sheffield, between HCPC and SWE in February, to ensure critical milestones are monitored. It also 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. A meeting was held on 25 February involving legal representatives from DfE, SWE and HCPC to discuss data sharing and transfer arrangements. Following this meeting we have now received outline proposals from the DfE on the data sharing arrangements. The Executive is currently considering these proposals.

- 1.8 The Chair, Chief Executive, Executive Director of Regulation and Head of Fitness to Practise met with the Chair and Chief Executive of SWE on 5 March 2019 to discuss the FTP case data. The meeting provided an opportunity to support SWE in their planning by sharing information on the nature and volume of FTP cases likely to be received at the point of transfer.

Detailed Update

2. Project Governance

- 2.1 The HCPC project board continues to meet on a fortnightly basis. All impacted functional areas (FTP, Registration, Finance, Communications, HR and IT) are represented on the board. This is now inclusive of the joint project board meetings taking place on a monthly basis with SWE. Both parties alternated the first two meetings between their individual office locations. Going forward, all meetings between both parties will take place via video conference with the main accountable leads involved with the project.

3. Transitional process and data export progress

- 3.1 HCPC held its second joint project board meeting with SWE on 1 February 2019, at SWE's offices in Sheffield. It was an opportunity for HCPC to meet with all the teams at SWE and discuss progress updates on all avenues connected to the project, status on the export build plan, the announcement of the transfer date and collaborative working to achieving a Transitional Order.
- 3.2 There has been ongoing discussion between HCPC, SWE, DfE and its legal teams regarding the critical importance of having a Transitional Order (TO) in place to facilitate safe transfer of test data, in the run up to go live. We understand that the SWE regulations and Transition Order are planned to be laid in Parliament in June 2019. A meeting was held on 25 February involving legal representatives from DfE, SWE and HCPC to discuss data sharing and transfer arrangements. The main focus of these discussions has been on the provisions that are required to enable HCPC to transfer data before the formal transfer date to allow SWE to test its systems, and covers the risks that HCPC continues to hold as long as it remains the Data Controller. To inform these discussions we have shared our legal advice. At the time of writing, we have just received outline proposals from the DfE on the data sharing arrangements. The Executive is currently considering these proposals.
- 3.4 The announcement of a final transfer date is yet to be confirmed. However, SWE is working towards a provisional date of the 3 December 2019. HCPC is now working towards this date and has aligned its project plan to now reflect the new date of transfer.

- 3.5 HCPC IT System suppliers each provided a Statement of Work (SoW), which outlines the approach to data transfer by the go-live date. The SoWs were approved by SWE in January 2019 and HCPC has signed contractual agreements with its four suppliers for the work to develop the data extract tools.
- 3.6 HCPC IT System suppliers are to deliver the data extract tools/script by end of March 2019. Upon receipt of the export tools, we will begin a phase of User Acceptance Testing (UAT) to ensure the software can handle the required tasks needed for the final date of transfer. The first release of the data extraction tool for the Education system is due to be received in the week commencing 18 March 2019.
- 3.7 Weekly conference calls are taking place with our suppliers and SWE to monitor progress and ensure timely resolution of any issues which may impede progress.
- 3.8 With a successful UAT in place, HCPC will be in the position to provide SWE with a version of the data for their live testing purposes, by 11 April 2019. However this is solely dependent on satisfactory legal provisions governing data transfer being in place.

4. Grant update

- 4.1 We have submitted the third grant claim to the DfE for the claim up to the end of Jan 2019. We have also developed a new grant spend scenario that reflects a December 2019 transfer date and additional costs incurred as a result of the uncertainty around the transfer date. The proposal has been shared with the DHSC, and following their feedback a final submission will be made to the DfE shortly.

5. Stakeholder Engagement

- 5.1 HCPC has implemented a robust Stakeholder management plan. Meetings with key internal and external stakeholders continue. Communications plans are being developed in readiness for when the actual go-live date is finally announced.

Stakeholder	Category	Purpose of Engagement	Frequency
SWE/ DfE/ DHSC/PSA	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. Next meeting is scheduled in April.

PSA	External	Providing updates to PSA on project status and seeking advice on government decisions	Monthly
Joint Project Board SWE & HCPC	External	Ensuring all parties are involved in the aligning of project work processes and decision making	Monthly
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 March 2019)	Due Date
Submission of next grant claim for the period of Jan 2019	11 Feb 2019
HCPC meeting with SWE, Lord Patel, Chief Exec SWE and SWE teams. We are keeping all parties informed on any progress updates and risks to the project. HCPC will also keep SWE informed of the volume and composition of FTP and the potential impact on the project.	5 March 2019
DfE to submit to HCPC a legally backed proposal that outlines the requirements to allow the sharing of data and use of data for live testing.	11 March 2019
Joint HCPC/SWE project board meeting with SWE	13 March 2019
First delivery date of export tool development from supplier (Education)	17 March 2019

First potential date to share live data with SWE (subject to Transfer Scheme and satisfactory data sharing agreements being agreed)	11 April 2019
Drafting of Transfer Scheme to support SWE's testing phase	In progress
Drafting of Transitional Order and arrangements for data transfer	Ongoing

7. Risks

7.1 The Social Worker Risk Register and Risk Treatment Plan reflects current and recent levels of risk recognised by risk owners. This document is continually under review. The most recent version of the Social Worker Risk Register was received by the Audit Committee at its meeting on 5 March 2019.