



**Social Workers
Registration Board**

Kāhui Whakamana Tauwhiro

STATEMENT OF PERFORMANCE EXPECTATIONS

2015 – 2016

CONTENTS

STATEMENT OF RESPONSIBILITY	3
REPORTABLE CLASS OF OUTPUTS	4
IMPACTS AND PRIORITIES	5
OUTPUT:	
IMPLEMENTATION OF THE SWRB REGISTRATION FRAMEWORK	8
FORECAST FINANCIAL STATEMENTS	10

Copyright Statement

This Statement of Performance Expectations is copyright to the Social Workers Registration Board. The copyright-protected material may be reproduced free of charge for non-commercial personal use without requiring specific permission. This is subject to the material being reproduced and attributed accurately and not being used in a misleading context. Requests and enquiries concerning the reproduction of information for any purpose other than personal use requires the permission of the Social Workers Registration Board.

STATEMENT OF RESPONSIBILITY

The Social Workers Registration Board is responsible for the preparation of the Statement of Performance Expectations as well as prospective financial statements, including the assumptions on which the financial statements are based.

The prospective financial statements of the Board have been prepared in accordance with the requirements of the Crown Entities Act 2004, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

The prospective financial statements comply with NZ IFRS, and other applicable Financial Reporting Standards, as appropriate for public benefit entities.

The prospective financial statements have been developed for the purpose of presenting the Social Workers Registration Board's intentions in Parliament, and should not be relied upon by any other party for any alternative purpose without the express written permission of the Social Workers Registration Board.

Actual results are likely to be different from the prospective financial statements and the variation may be material.

We have authorised the issue of the prospective financial statements on this day, 8 May 2015.



Shane Walker
Board Chair
8 May 2015



Toni Millar
Chair – Finance Audit and Risk Management Committee
8 May 2015

REPORTABLE CLASS OF OUTPUTS

The Social Workers Registration Board is charged with protecting the public's safety by implementing a registration framework to ensure that social workers are competent to practise and held accountable for their practice.

The Board was established as a Crown agent as per the Crown Entities Act 2004 with its role established under the Social Workers Registration Act 2003 to:

- a) protect the safety of members of the public, by prescribing or providing for mechanisms to ensure that social workers are —
 - i) competent to practise; and
 - ii) accountable for the way in which they practise; and

- b) for the purposes of paragraph (a), to create a framework for the registration of social workers in New Zealand, and —
 - i) establish a Board to register social workers, and provide for its powers; and
 - ii) establish a tribunal to consider complaints about Registered Social Workers; and

- c) to provide for the Board to promote the benefits of registration of social workers —
 - i) to departments of State, other instruments of the Crown, other bodies and organisations that employ social workers, and the public; and
 - ii) among people practising social work; and

- d) to enhance the professionalism of social workers.

The Board will continue to pursue its stated objective that all social workers are registered through an effective registration system that protects the public and ensures high standards of social work practice.

The Board acknowledges that the current voluntary registration environment is the major challenge to ensuring that the public receives social work services from qualified and competent practitioners and will continue to support a move to mandatory registration of social workers.

Impacts and Priorities:

The impacts and priorities described below are a brief overview of the Board's programme for the next twelve months and should be viewed within the context of the Statement of Intent 2014-2018 which will provide the Board's strategic intentions for the next four years

Registration

Social workers are registered to meet minimum standard through an efficient and accessible registration system.

The Board provides access to a registration system for a large number of social workers that is continuing to grow each year. This priority contributes to delivering better public services across various sectors as well as providing value for money by ensuring the cost of registration does not increase as numbers increase. The Board has actively worked to reduce the costs of applying for and maintaining registration and continues to investigate new opportunities to reduce costs.

In 2015/16 the Board intends to continue to further develop its online presence to ensure an efficient registration process that is accessible and also cost effective. The Board is to extend the online APC renewal platform too include an online application process. During 2014/15 the Board has worked on the development of the online application platform and this will be introduced during 2015/2016. Further enhancements that will allow registered social workers to update their details online, reprint certificates and receipts, etc., will also be introduced.

Education

Social work graduates enter the workforce with the expected entry-level competencies as a result of completing Board recognised social work qualifications delivered to national standards supported by educators.

Social work education in New Zealand is recognised internationally as professionally taught and consistently of a high calibre. By maintaining programme delivery standards across tertiary providers, this priority contributes to ensuring that graduates have the skills they need to deliver high-quality social services to New Zealanders, especially those most vulnerable.

In 2015/6 the Board will continue to support providers of recognised social work qualifications to meet the updated Programme Recognition Standards including the move to a four year degree by 2017 for those currently providing a three year qualification. The Board will also continue the consultation with key employment and education organisations as part of the Board's review of the preparation and support provided to student and graduate social workers. The aim of the review is to improve outcomes for employers, employees and clients at the point that social workers with provisional registration undertake entry level social work roles. The Board will provide a report on its recommendations as a result of this review.

Accountability

Social workers are held accountable to the Board's Code of Conduct and the public, the profession and the employers of social workers see evidence of an accessible, transparent and fair process.

The Board ensures that all social workers are aware of the Code of Conduct expected of Registered Social Workers and provides access to a Complaints and Disciplinary system for anyone with concerns about a social worker's practice. This priority contributes to delivering better public services across various sectors as well as value for money by ensuring the public have access to an independent and fair process at no cost.

In 2015/6 the Board will consult on the new Code of Conduct and implement the code. This will also involve a review of the policy and procedures in relation to Complaints and Discipline matters. Registered Social Workers, the employers of Social Workers, the profession and the public will be provided with information on the processes and the revised Code of Conduct.

Professional standards

Social workers are required to meet accepted practice standards and are expected to continually develop their professional knowledge and skills for them to be viewed as professionals by the public, employers, and their peers across multi-disciplinary teams.

The Board ensures that only social workers who are deemed competent to practise social work and are competent to work with Māori, Pasifika and other different ethnic and cultural groups in New Zealand are registered. This priority contributes by ensuring social workers are adaptable to new approaches to providing social services including those identified under Whānau Ora.

In 2015/6 the Board will review and revise the competencies required to work and practise social work with Māori, Pasifika and different ethnic and cultural groups in Aotearoa / New Zealand. This follows the review in 2014/2015 of the general competence standards to practise social work.

Information and promotion

The public, the profession and employers of social workers are aware of the system of registration, how to access it, and the benefits of ensuring that all Registered Social Workers are competent and held accountable for their practice.

This is a significant area of focus for the Board as it is necessary for all New Zealanders to be aware of social worker registration to ensure that the system provides for the purposes as set out in the Act. Protection of the public by providing for mechanisms to ensure that social

workers are competent to practise and accountable for the way in which they practise contributes to better public services.

In 2015/16 the Board will inform and promote to Registered Social Workers, the employers of Social Workers, the profession and the public the outcomes of those reviews and revisions of Board policy and procedures mentioned above.

Review of the Social Workers Registration Act.

In 2015/16 the Board will undertake a full review of the Social Workers Registration Act 2003, as per Section 104 of the Act, and report back to the Minister with recommendations by December 2015. Section 104 of the SWR Act requires that the Board reviews the operation of the Act, its own operations and considers the extent to which the system of voluntary registration it provides for are achieving the purposes of the Act. The full review report will advise whether any amendments are necessary or desirable.

THE DIFFERENCE WE WANT TO MAKE AND HOW WE WILL MAKE IT

OUR VISION	All Social Workers are registered				
SOCIAL SECTOR OUTCOMES	We protect the public's safety by implementing a registration framework to ensure that social workers are competent to practise and held accountable for their practice.				
	 RANGE OF GOVERNMENT AND NON-GOVERNMENT ACTIVITIES				
	 Registration, Education, Accountability, Professional Standards, Information				
OUR IMPACTS	Social workers registered to meet minimum standards via an efficient and accessible registration system	Social work students graduate from SWRB-recognised social work qualifications delivered to national standards	Registered Social Workers, the public and employers see evidence of an accessible, transparent and fair Complaints and Disciplinary Process	Registered Social Workers are viewed as professionals and adhere to accepted practice standards while continually developing their professional knowledge and skills	The system of registration is accessible and the benefits of registration are acknowledged by the profession, employers and the public.
OUR OUTPUT	IMPLEMENTATION OF THE SWRB REGISTRATION FRAMEWORK				
WHAT WE DO	Receive applications for Registration and Annual Practising Certificates (APC)	Recognise Social Work Qualifications	Hold Social Workers accountable via Code of Conduct and Complaints and Disciplinary Tribunal	Review the competence of Social Workers and issue Annual Practising Certificates	Provide information and promote registration to the profession, employers and the public
OUR PRIORITIES	Social Workers and those that receive social work services				

OUTPUT:

IMPLEMENTATION OF THE SWRB REGISTRATION FRAMEWORK

What is intended to be achieved?

We protect the public's safety by implementing a registration framework to ensure that social workers are competent to practise and held accountable for their practice.

This will be implemented via the following processes:

Management of the registration of social workers

- by receiving and considering applications for registration, taking recognised educational qualifications and competence of social workers into account
- by authorising the registration of social workers and maintaining a Public Register
- by considering applications for, and issuing practising certificates.

Consideration of complaints against Registered Social Workers

- by maintaining a Complaints and Disciplinary Tribunal and providing administrative and related services for the Tribunal
- by promoting the establishment by organisations that employ social workers, of accessible and efficient procedures for making, considering and determining complaints relating to social workers they employ.

Enhancement of the professionalism of social workers

- by maintaining a code of conduct to apply to Registered Social Workers and that will apply generally in the social work profession
- by promoting and encouraging high standards of practice and professional conduct among Registered Social Workers and the employers of social workers.

Promotion the benefits of registration

- by promoting the benefits of registration among people practising as social workers, to bodies and organisations that employ social workers, and to the New Zealand public by acknowledging the status of Registered Social Workers as qualified, competent and regulated professionals
- by reinforcing the place of Registered Social Workers as contributing members of multi-disciplinary teams working within many sectors.

Set standards for social work education and training

- by ensuring that the delivery of social work qualifications in New Zealand adheres to the Social Workers Registration Board Programme Recognition Standards
- by maintaining and reviewing the Programme Recognition Standards for recognised social work education providers
- by reinforcing high standards of education in order that social workers achieve minimum competencies prior to engaging in professional practice.

How will we assess performance?

Performance Measure	Target 2013/2014	Actual 2013/2014	Estimated Actual 2014/2015	Forecast 2015/2016
The percentage of Social Work Qualifications due for re-recognition that are assessed by panels prior to their expiry date will be no less than	100%	100%	100%	100%
The percentage of completed applications for Registration that are assessed and presented to the Board for approval within 60 working days, will be no less than	100%	100%	100%	100%
The percentage of APC applications that are processed within 20 working days will be no less than	100%	100%	100%	100%
The percentage of applicants who report being satisfied with the Registration and APC renewal process will be no less than	90%*	92%*	90%*	90%*
The percentage of competence assessments that are completed within 20 working days will be no less than	100%	100%	100%	100%
The percentage of competence re certification assessments that are completed within 20 working days will be no less than	100%	100%	100%	100%
The percentage of applicants who report being satisfied with the Competence Assessments process will be no less than	90%*	92%*	90%*	90%*
The number of events that inform and promote the benefits of Registration to Social Workers, employers of Social Workers and the public, will be no less than	40	45	40	40
The percentage of people who report that they are satisfied with promotional material they receive will be no less than	90%*	92%*	90%*	90%*
The percentage of formal complaints received and referred to the Complaints and Disciplinary Tribunal to be processed within 20 working days will be no less than	100%	100%	100%	100%

* This is/will be evaluated via an annual survey

Forecast Revenue and Expenditure

Expenditure on the output for 2015/2016 will be funded by payments received by the Board from social workers who apply for registration, from Registered Social Workers who wish to maintain their registration and from Tertiary Education Organisations that require their social work qualifications to be recognised for the purposes of the Social Workers Registration Act 2003.

Output
Implementation of the Social Workers Registration Board Registration Framework

Actual 2013/2014 \$'000		Budget 2015/2016 \$'000	Forecast 2014/2015 \$'000
1,451	Revenue	1,606	1,553
1,424	Expenditure	1,607	1,431

PROSPECTIVE STATEMENT OF FINANCIAL PERFORMANCE

For the year ended 30 June 2016

Actual 2013/2014 \$		Budget 2015/2016 \$	Forecast 2014/2015 \$
	INCOME		
1,335,563	Application & registration fees	1,520,660	1,487,123
24,313	Programme recognition & other income	55,500	32,117
62,870	SWRB Conference	-	-
28,491	Interest	30,000	33,343
1,451,237	Total Income	1,606,160	1,552,583
	EXPENDITURE		
590,137	Employee related costs	702,500	622,586
92,293	Board costs	105,000	103,626
154,121	Costs of providing services	317,000	211,267
98,505	Depreciation & amortisation	124,000	112,000
14,716	Loss on disposal of property, plant & equipment	-	5,469
91,298	SWRB Conference	-	-
383,161	Administration and overhead costs	358,500	376,481
1,424,231	Total Expenditure	1,607,000	1,431,429
\$ 27,006	Surplus/(Deficit)	\$ (840)	\$ 121,154

The accompanying notes and accounting policies form part of these financial statements.

These statements have not been audited

Prospective Statement of Movements in Equity

For the year ended 30 June 2016

Actual 2013/2014 \$		Budget 2015/2016 \$	Forecast 2014/2015 \$
554,675	Total Crown Equity at the start of the year.	702,835	581,681
27,006	Operating surplus/(Deficit) for the period	(840)	121,154
27,006	Total recognised revenue and expenses for the period	(840)	121,154
\$ 581,681	Total Crown Equity at the end of the year.	\$ 701,995	\$ 702,835

The accompanying notes and accounting policies form part of these financial statements.
These statements have not been audited

Prospective Statement of Financial Position

For the year ended 30 June 2016

Actual 2013/2014 \$		Budget 2015/2016 \$	Forecast 2014/2015 \$
	CURRENT ASSETS		
1,091,461	Cash and cash equivalents	642,072	526,689
-	Accounts receivable	8,400	6,310
-	Investments	1,050,000	1,100,000
57,373	Prepayments	2,000	2,000
1,148,834		1,702,472	1,634,999
	NON CURRENT ASSETS		
254,712	Property, Plant & Equipment	323,836	343,836
1,403,546	TOTAL ASSETS	2,026,308	1,978,835
	Less:		
	CURRENT LIABILITIES		
182,461	Accounts Payable & Accruals	251,313	197,000
68,684	Employee costs payable	35,000	35,000
570,720	Income received in advance	1,038,000	1,044,000
821,865	TOTAL LIABILITIES	1,324,313	1,276,000
581,681	NET ASSETS EMPLOYED	\$ 701,995	\$ 702,835
	CROWN EQUITY		
554,675	Accumulated surplus	702,835	581,681
27,006	Current Year Surplus/(Deficit)	(840)	121,154
\$ 581,681	TOTAL CROWN EQUITY	\$ 701,995	\$ 702,835

The accompanying notes and accounting policies form part of these financial statements.
These statements have not been audited

Prospective Statement of Cash Flows

For the year ended 30 June 2016

Actual 2013/2014 \$		Budget 2015/2016 \$	Forecast 2014/2015 \$
	Cash Flows from Operating Activities		
944,590	Registration fees, levies & APC fees	1,514,660	1,960,403
87,183	Other revenue	55,500	32,117
34,143	Interest received	27,910	27,033
(707,561)	Payments to Suppliers	(726,188)	(621,463)
(685,531)	Payments to Employees	(702,500)	(656,270)
(277,176)	Net Cash flows from Operating Activities	169,382	741,820
	Cash Flows from Investing Activities		
300,00	Net movement in bank term deposits held	50,000	(1,100,000)
(25,886)	Purchase of property, plant & equipment	(14,000)	(124,292)
(83,539)	Purchase of intangible assets	(90,000)	(82,300)
190,575	Net Cash flows from Investing Activities	(54,000)	(1,306,592)
(86,601)	Net Increase/(Decrease) in Cash or cash equivalents	115,382	(564,772)
1,178,062	Cash or cash equivalents at beginning of the year	526,689	1,091,461
\$1,091,461	Cash or cash equivalents at end of the year	\$ 642,071	\$526,689

The accompanying notes and accounting policies form part of these financial statements. These statements have not been audited

Prospective Statement of Accounting Policies

For the year ended 30 June 2016

BASIS OF PREPARATION

The Social Workers Registration Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies during the financial year.

FUNCTIONAL AND PRESENTATION CURRENCY

The financial statements are presented in New Zealand dollars. Transactions not in New Zealand dollars are translated at the exchange rate at the date of the transaction, Monetary asset and liability balances are to be translated using the exchange rate at balance date.

SIGNIFICANT ACCOUNTING POLICIES

Revenue

Revenue is measured at the fair value of consideration received or receivable.

Revenue from the Crown

The Board receives no funding through revenue received from the Crown.

Interest

Interest income is recognised when earned.

Fees

Revenue from Annual practicing certificate fees are recognised in the year to which the practicing certificate relates. Other fee revenue is recognised on receipt.

Leases

Operating leases

Leases that do not transfer substantially all the risks and rewards incidental to ownership of an asset to the Board are classified as operating leases. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the term of the lease in the statement of financial performance.

Cash and cash equivalents

Cash and cash equivalents include cash on hand and deposits held with New Zealand registered banks with original maturities of three months or less.

Accounts receivable

Accounts receivable are measured at fair value.

Investments

At each balance sheet date the Board assesses whether there is any objective evidence that an investment is impaired.

Bank deposits

Investments in bank deposits are measured at cost.

Property, plant and equipment

Property, plant and equipment asset classes consist of leasehold improvements, furniture, office equipment, computer equipment and software which are shown at cost less any accumulated depreciation or amortisation and impairment losses.

Additions

The cost of an item of property, plant and equipment is recognised as an asset only when it is probable that future economic benefits or service potential associated with the item will flow to the Board and the cost of the item can be measured reliably.

Disposals

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are included in the statement of financial performance.

Subsequent costs

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to the Board and the cost of the item can be measured reliably

The costs of day-to-day servicing of property, plant and equipment are recognised in the statement of financial performance as they are incurred.

Depreciation

Leasehold improvements are depreciated over the unexpired period of the lease or the estimated remaining useful lives of the improvements, whichever is the shorter.

Depreciation of furniture, office and computer equipment is provided on a diminishing value basis at rates provided under the Income Tax Act 2007.

The depreciation and amortisation rates of major classes of assets have been estimated as follows:

- Leasehold improvements (16.7% SL)
- Furniture and office equipment (18% - 60% DV)
- Computer equipment (48% DV)
- Developed computer software (20% SL)
- Developed website (33% SL)

Impairment of Property, plant and equipment

If an asset's value to the Board in using the asset falls below the carrying amount of the asset it is impaired and the carrying amount is written down to the recoverable amount and recognised in the statement of financial performance.

Creditors and other payables

Creditors and other payables are initially measured at cost.

Employee entitlements

Short-term employee entitlements

Employee entitlements that the Board expects to be settled within 12 months of balance date are measured at undiscounted nominal values based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date and annual leave earned but not yet taken at balance date.

The Board recognises a liability and an expense for bonuses where it is contractually obliged to pay them, or where there is a past practice that has created a constructive obligation.

Good and Service Tax (GST)

All items in the financial statements are presented exclusive of GST, except for receivables and payables, which are presented on a GST inclusive basis.

Income Tax

The Board is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.