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**IR35 Roadmap**  
Journey to April 2020



# IR35 Roadmap

January-March 2019



## Project management and delivery

- Identify key stakeholders
- Design workshops
- Design project management options
- Draft project plan
- Allocate responsibility
- Develop progress tracker



## Communications

- Engage project sponsor
- Develop awareness coms
- Evaluate communication strategy



## Current state assessment

- Identify PSCs:
  - Assess supply chains
  - Identify agency contacts
  - Identify 'service provider' contracts
  - Identify data sources
- Review HMRC Consultation Document



## Cost modelling

- Estimate internal delivery cost
- Future state modelling.
- Scenario sensitivity



## Operational

- Build awareness of challenge



## End state vision

- Engage relevant stakeholders

JANUARY-MARCH 2019

APRIL-JUNE 2019

JULY-SEPTEMBER 2019

OCTOBER-DECEMBER 2019

JANUARY-MARCH 2020

APRIL 2020 ONWARDS



# IR35 Roadmap

April-June 2019



## Project management and delivery

- Run workshops
- Finalise project plan and project management role
- Progress evaluation



## Communications

- Initial comms to stakeholders
- Determine key communication milestones
- Initial stage agency comms



## Current state assessment

- Confirm impacted population
- Segment population by service.
- Evaluate personal v outsourced services.
- Review contracts
- Assess VAT/R&D tax impact



## Cost modelling

- Update cost impact model
- Comms to sponsor/key stakeholders



## Operational

- Brainstorm status assessment options
- Dispute management evaluation
- Confirm assessment choices
- Evaluate workflow options
- Map current processes and systems
- Employment legal link
- Payroll evaluation
- Brainstorm SOP requirement



## End state vision

- Brainstorm end state vision
- Broader workforce impact
- Impact on existing employees

JANUARY-MARCH 2019

APRIL-JUNE 2019

JULY-SEPTEMBER 2019

OCTOBER-DECEMBER 2019

JANUARY-MARCH 2020

APRIL 2020 ONWARDS



# IR35 Roadmap

July-September 2019



## Project management and delivery

- On-going project tracking and evaluation against project plan
- Review and understand draft legislation (when released)



## Communications

- Prepare and share business communications
- Develop and send initial communications to contractors
- Further discussion with agencies regarding worker population



## Current state assessment

- Review processes to identify new PSCs not captured in initial assessment
- Update impacted population
- Continue to evaluate personal v outsourced services
- Continue to review contracts



## Cost modelling

- Update cost impact model for decisions taken on rate for employed cases



## Operational

- Finalise employment status assessment approach and process
- Consider training and draft guidance requirements
- Determine workflow approach
- Consider dispute resolution process
- Confirm policy approach for employed cases
- Finalise payroll impact assessment
- Finalise SOP requirements
- Evaluate legal implications



## End state vision:

- Develop end state vision/broader workforce strategy
- Consider global process implications
- Consider processes to identify PSCs in onboarding processes

JANUARY-MARCH 2019

APRIL-JUNE 2019

JULY-SEPTEMBER 2019

OCTOBER-DECEMBER 2019

JANUARY-MARCH 2020

APRIL 2020 ONWARDS



# IR35 Roadmap

October-December 2019



## Project management and delivery

- On-going project tracking and evaluation against project plan
- Review and understand draft legislation/monitor for changes in final legislation
- Identify SAO impact/documentation required



## Communications

- Prepare and share on-going business communications
- Develop and send further communications to contractors as required
- Further discussion with agencies regarding worker population



## Current state assessment

- Review processes to identify new PSCs not captured in initial assessment
- Update impacted population
- Continue to evaluate personal v outsourced services
- Continue to review contracts



## Cost modelling

- Update cost impact model for decisions taken on rate for employed and newly identified cases



## Operational

- Complete employment status assessments
- Determine approach for communicating outcomes to relevant parties
- Prepare/implement dispute resolution process
- Begin to prepare payroll to meet new obligations
- Finalise SOP requirements
- Evaluate legal implications



## End state vision

- Continue to develop end state vision/broader workforce strategy
- Continue consideration of global process implications
- Prepare processes to identify PSCs at onboarding

JANUARY-MARCH 2019

APRIL-JUNE 2019

JULY-SEPTEMBER 2019

**OCTOBER-DECEMBER 2019**

JANUARY-MARCH 2020

APRIL 2020 ONWARDS



# IR35 Roadmap

January-March 2020



## Project management and delivery

- On-going project tracking and evaluation against project plan
- Review and understand draft legislation/ monitor for changes in final legislation
- Identify SAO impact/documentation required



## Communications

- Prepare and share on-going business communications
- Develop and send further communications to contractors as required
- Further discussion with agencies regarding worker population



## Current state assessment

- Review processes to identify new PSCs not captured in initial assessment
- Update impacted population
- Continue to evaluate personal v outsourced services
- Continue to review contracts



## Cost modelling

- Update cost impact model for decisions taken on rate for newly identified cases



## Operational

- Complete employment status assessments
- Communicate outcomes to relevant parties
- Implement dispute resolution process
- Test payroll for meeting new obligations
- Test PSCs are being identified correctly in new "Business As Usual" process
- Confirm "Business As Usual" process and resource requirements



## End state vision

- Continue to develop end state vision/broader workforce strategy
- Continue consideration of global process implications

JANUARY-MARCH 2019

APRIL-JUNE 2019

JULY-SEPTEMBER 2019

OCTOBER-DECEMBER 2019

JANUARY-MARCH 2020

APRIL 2020 ONWARDS



# IR35 Roadmap

April 2020 onwards



## Project management and delivery

- To follow...



## Communications

- To follow...



## Current state assessment

- To follow...



## Cost modelling

- To follow...



## Operational

- To follow...



## End state vision

- To follow...

JANUARY-MARCH 2019

APRIL-JUNE 2019

JULY-SEPTEMBER 2019

OCTOBER-DECEMBER 2019

JANUARY-MARCH 2020

APRIL 2020 ONWARDS





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