

## Regional workforce planning: quarterly report

Item	Detail
Region	Nathalie Esaiah-Tiatia, Midland Region Workforce Planning Lead
Quarterly period report covers	1 April 2014 to 30 June 2014

Status (traffic light*)	Outcome	Activity	Notes
	Services understand best practice workforce development planning methodologies and the workforce data required in planning	WFPL with Te Pou developed an engagement approach for three audiences within Midland region.	WFPL requested acknowledgement of earlier work by organisations participating in survey monkey, pilot sites and supporting networks. This was necessary before moving forward - feedback has been positive.
	High level of service cooperation and participation in the workforce stocktake	Support to DHB's and NGO's to complete the More Than Numbers survey appropriate to the organisation (hardcopy and/or electronic versions) compatible Windows 2007/2010/2013	WFPL followed a robust engagement process identified in partnership with organisations to support completion. Midland Regional Networks and Mental Health & Addiction Maori Summit profiled More Than Numbers survey and Phase Two Census.
	Quality workforce data is available, accessible and used to inform regional and local workforce development planning	Te Pou and Matua Raki's communication plan supports engagement and data collection processes in this report period.	WFPL followed clear pathways of engagement, increased support to organisations on request, regular follow up to strengthened working relationships.
	Services establish and use best practice workforce development planning methodologies	WFPL to provide resources to regional networks for distribution and will communicate effectively to support More Than Numbers.	WFPL distributed the Te Pou resource "Getting it right – Workforce planning approach" to Midland Region Mental Health & Addiction Networks. E-learning tools for Perinatal CSW to be developed in partnership with Mid-Central.
	Local workforce development planning processes identified	Regional response to planning workforce development – <ul style="list-style-type: none"> <li>• DAO Professional Development</li> <li>• Maori MH&amp;A Summit</li> <li>• Trauma Informed Care</li> <li>• Perinatal Infant Integrated Workforce strategy</li> </ul>	Support a new approach to improve service delivery and health outcomes through a regional Inpatient Clinical Care Network.
	Mental health and addiction workforce development planning is aligned to relevant activities of the regional training hubs	Regional activities align to national requirements and regional Mental Health & Addiction workforce development planning	Regional activities planned – Trauma Informed Care, Inpatient Care Clinical Network, DAO Clinical Network and Maori MH&A Summit aimed at reducing restraint and seclusion, improving health outcomes for Maori.  Meeting with regional MH&A Nurse Educators to align local workforce planning with regional strategies
	Regional workforce development plan developed	Midland Region Workforce Strategic Plan 2013-2016 is in	Work to MR WF Strategic Plan 2013-2016. Priorities for 2014/15 are:

Status (traffic light*)	Outcome	Activity	Notes
	( or incorporated into existing regional planning processes)	place	DAO Clinical Network Inpatient Care Clinical Network OST Clinical Network Trauma Informed Care Perinatal Infant Workforce Strategy Addiction Summit Clinical Governance Network Portfolio Managers Network Addictions Network He Tipuana Nga Kakano Te Ao Whanau Leadership Network Workforce Advisory Network

*\*see definitions below*


What new risks or issues have been identified (provide a description and the date the risk or issue was identified)	What is the likelihood of this occurring (G,A,R*)	Likely level of impact (G,A,R*)	Consequences	Mitigation
Incorrect contact details for DHB's and NGO's may delay engagement			Not having the correct contact details was a barrier to communication	Acknowledging the communication breakdown with genuine interest and updating the contact details supported future engagement.

*\*see definitions below*

**Possible opportunities to innovate (i.e. better meet the needs of stakeholders)**

- Individual reports provided to all participating organisations about More Than Numbers data
- A robust engagement process to profile the Census is needed to increase understanding and uptake

**Other information**

- 67 organisations **completed** survey
  - 6 **declined** to complete survey
  - 13 **not received** completed survey
  - 1 **query**
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Copy of Summary All Organisations Fundec

<b>Date</b>	10 July 2014
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## Traffic Light Explanations and Risk Ratings

### Traffic Lights

Traffic light	Meaning	What is required for the report
Red	Urgent intervention is necessary to avoid failure or very adverse consequences to performance, outcomes and reputations. Further follow up will be required to work on solutions and monitor outcomes with project or programme funders. Regular updates and additional reports will be required.	<p>Provide full explanation of implications of action and failure to act. Present an acceptable mitigation strategy to manage the risk. Consider the likelihood and impact of an adverse result.</p> <p><b>Project Sponsors will subsequently present the risk mitigation strategy to SLT. Additional ad hoc reporting will almost certainly be required by SLT.</b></p>
Amber	Caution is required (issue that could have a negative impact or performance or outcomes if it becomes a risk) a brief explanation of proposed solutions is required. This issue will be on watch, further information may be required, and discussion will occur in the next face to face meeting	<p>Provide a brief explanation of issue and proposed solution. Consider the likelihood of and impact of an adverse event.</p> <p><b>Project Sponsors will subsequently explain the main points of the risk mitigation strategy to SLT. SLT will expect to be notified promptly if the situation does not improve as planned.</b></p>
Green	Everything on track or completed, no additional narrative required.	<p>Provide one sentence on progress or achievement and consult the Project Sponsor about preparing a 'spot light' story for significant achievements.</p> <p><b>Project Sponsors will be invited to identify a small number of projects to feature as examples of innovation or noteworthy workforce developments. SLT will decide which stories will feature in the Quarterly Report or be used for other promotional purposes.</b></p>

### Ratings of Risk

Likelihood of occurrence	Description	
Green (Low)	The risk is seen as <b>unlikely</b> to occur within the time horizon of the work.	
Amber (Medium)	The risk is seen as <b>likely</b> to occur within the time horizon of the work.	
Red (High)	The risk is <b>expected</b> to occur within the time horizon of the work.	
Level of Impact	Examples of impacts	Example
Green (Low)	Example of low or negligible impact	The risk will not substantively impede the achievement of the deliverable or project, causing minimal damage to the regional agency and/ or Te Pou's reputation.
Amber (Moderate)	Example of Moderate impact	The risk will cause some elements of the deliverable or project to be delayed or not be achieved, causing potential damage to the regional agency and/or Te Pou's reputation.
Red (High)	Example of high impact	The risk will cause the deliverable or project objectives not to be achieved, thereby damaging the regional agency and/or Te Pou's reputation.