

Regional workforce planning: quarterly report

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

Status (traffic light*)	Outcome	Activity	Notes
Green	Services understand best practice workforce development planning methodologies and the workforce data required in planning	WFPL promoted and distributed the Te Pou <i>Getting it right</i> (electronic and hardcopy) resource through all Midland Region Mental Health & Addiction Networks	WFPL is available to support services implement a workforce planning approach if required. WFPL supported the CEP Advanced Practitioner Workshop (Hamilton), promoted a systems approach to workforce planning six step process.
Yellow	Quality workforce data is available, accessible and used to inform regional and local workforce development planning	All 5 DHBs and 59 NGOs were invited to participate in the stocktake-overall a 70% response rate.	WFPL and Te Pou presenting an overview of the stocktake to regional networks. Six companion reports (2 national & 4 regional) will be formally released to help inform regional and local workforce development planning.
Green	Services establish and use best practice workforce development planning methodologies	WFPL continues to provide resources to regional networks for distribution and will communicate effectively to support More Than Numbers leading into phase two.	Distribution of resources Te Whare o Tiki and Handover. E-learning tools for Perinatal CSW to be developed in partnership with Mid-Central. WFPL support On Track (Platform) liaise with Midland Regional Workforce Advisory Network, Portfolio Managers Network and He Tipuana Nga Kakano Network meetings. All Workforce Centre's website pages add to the Midland What's New newsletter
Green	Local workforce development planning processes identified	Regional response to planning workforce development – <ul style="list-style-type: none"> • DAO Professional Development • Maori MH&A Summit • Trauma Informed Care • Perinatal Infant Integrated Workforce strategy • CEP Advanced Practitioners Workshop • Inpatient Clinical Network • OST Clinical Network 	Support a new approach to improve service delivery and health outcomes through a regional Inpatient Clinical Care Network and CEP Advanced Practitioners Workshop. Trauma Informed Care workshops Evaluation report completed and distributed to attendees and regional networks. Perinatal Infant workshops scheduled throughout Nov-Dec to occur in each of the Midland DHBs. Evaluation report to be completed.
Green	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 completed and further work identified through evaluation to support – Trauma Informed Care, Inpatient Care Clinical Network, DAO Clinical Network and Maori MH&A Summit

Status (traffic light*)	Outcome	Activity	Notes
			aimed at reducing restraint and seclusion, improving health outcomes for Maori. Request from Regional Training Hub to meet to discuss Workforce Planning template developed for Midland. Meeting to be arranged.
	Regional workforce development plan developed (or incorporated into existing regional planning processes)	Midland Region Workforce Strategic Plan 2013-2016 is in place	Work to MR WF Strategic Plan 2013-2016. Priorities for 2014/15 are: CEP Advanced Practitioner Workshop 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
Requests for More than numbers data/information prior to formal release of reports			Early release of unqualified data may threaten the credibility of Te Pou More than numbers stocktake	A formal process to release More than numbers reports has been identified.

**see definitions below*

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

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Other information

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Date	10 October 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.	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. Project Sponsors will subsequently present the risk mitigation strategy to SLT. Additional ad hoc reporting will almost certainly be required by SLT.
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	Provide a brief explanation of issue and proposed solution. Consider the likelihood of and impact of an adverse event. 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.
Green	Everything on track or completed, no additional narrative required.	Provide one sentence on progress or achievement and consult the Project Sponsor about preparing a 'spot light' story for significant achievements. 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.

Ratings of Risk

Likelihood of occurrence	Description	
Green (Low)	The risk is seen as unlikely to occur within the time horizon of the work.	
Amber (Medium)	The risk is seen as likely to occur within the time horizon of the work.	
Red (High)	The risk is expected 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.