Regional workforce planning: quarterly report

Item	Detail
Region	Nathalie Esaiah-Tiatia, Midland Region Workforce Planning Lead
Quarterly period report covers	1 October 2014 to 31 December 2014

Status (traffic light*)	Outcome	Activity	Notes
	Services understand best practice workforce development planning methodologies and the workforce data required in planning	• With the release of high level information (More Than Numbers survey), services are able to see how data can inform planning processes. • The Getting It Right resource was introduced again to regional network groups followed by a high level presentation on the survey. This approach has influenced strategic planning regionally and locally. • The survey is providing opportunities for regional dialogue about workforce planning issues ahead of training. • Services (DHB and NGO) have workforce planning team's in-place. While variations in workforce challenges exist locally, a regional approach is available to support services.	• The Regional Workforce Advisory Network is well established; providing a regional approach to workforce planning and development. • Members distribute resources to local DHB and NGO services within their region. • Regional Recommendations Group in-place, first meeting identified recommendations from survey data. Second meeting scheduled for Jan 2015. • Stocktake findings were presented to the following regional networks: *Clinical Governance *Portfolio Managers *Workforce Advisory *Te Huinga o Nga Pou Hauora (Maori Leadership) *Te Ao Whanau (Whanau Leadership) *Addictions Network • A pathway to Regional Clinical Governance and Portfolio Managers Network meetings has been agreed. This will increase collaboration and support to the recommendations from the regional stocktake report. • Opportunity to support Taranaki DHB plan for workforce development highlighted common workforce issues.
	Quality workforce data is available, accessible and used to inform regional and local workforce development planning	• A process to identify recommendations from the More Than Numbers survey has highlighted areas for further conversation about data and what would be	• Progress of survey recommendations continue January 2015. • Existing regional processes and projects provide further support to recommendations moving forward.

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		useful moving forward. There is awareness that the survey provides some information and will need further supporting data collection to inform workforce planning - this work is on-going. • Regional network meetings continue with DHB and NGO representation in this report period with opportunity to distribute survey information.	
	Services establish and use best practice workforce development planning methodologies	• Regional networks workforce planning and development 2015 aligns with Regional MH&A Workforce Strategic Plan. • Workforce priorities are established annually • Workforce initiatives are aligned to national drivers • Perinatal infant mental health workforce initiatives is fully implemented	Support local initiatives in this report period; • BOP "Mental Health Awareness Week, Consumer Lead Initiative – Promoting and preserving mana atua, mana whenua, mana tangata through wairuatanga modalities" (7/10/14 Whakatane). Influence workforce planning that includes Tangata Whaiora/consumer participation • Lakes "ICAMHS Forum" (Transitional Planning Training Guideline) in collaboration with The Werry Centre (16/10/14 Rotorua). Influence CEP workforce planning and development with Matua Raki. • Taranaki "Infant MH and the first year" (7/11/14 New Plymouth). Influence workforce planning and development for 'Watch wait and listen' and 'Circle of Security'. • MOH Sector Workshop, "Development of a Commissioning and Funding Framework for MH&A" (17/11/14 Wellington). Midland DHB & NGO was well represented and supported a collaborative approach. • Regional Addictions Network (19/11/14 Rotorua). Planning for Addictions Summit with a focus on CEP 2015. A regional approach to planning supports

Status (traffic light*)	Outcome	Activity	Notes
(green)			collaboration. • Youth Forensic Workshop (27/11/14 Hamilton). Influence workforce planning and development regionally and locally. • Midland networks support writing a briefing paper for Advanced Trauma Informed Care workforce planning and development. • Midland workforce advisory network support use of Qlikview to enhance data collection for workforce planning and development. Midland Region MH&A Workforce Strategic Plan 2014_WF_MHA Strat_Plan_Final.doc
(green)	Local workforce development planning processes identified	• Regional workforce challenges identified through the More Than Numbers survey draft report has influenced local workforce planning needs. • The challenge is how to deliver a regional approach that supports local services when capacity issues exist.	• Support the workforce advisory network and regional recommendations group to identify workforce planning needs through regional processes.
(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 for 15/16 have commenced. • Participation at Clinical Governance, Portfolio Managers and Te Huinga o Nga Pou Hauora has increased support to addressing workforce challenges from the More Than Numbers survey.	• High level presentation from Regional Training Hub on Workforce Planning tool developed for Midland was well received by workforce advisory network. • A request from Portfolio Managers Network for Regional Training Hub presentation has been accepted and planned for next report period.

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■■■	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. • Updates against the plan will be included in the next quarters report period. • Priorities for 2014/15 are: CEP Advanced Practitioner Workshop DAO Clinical Network (2015) Inpatient Care Clinical Network (2015) OST Clinical Network (2015) Trauma Informed Care (Advanced 2015) Perinatal Infant Workforce Strategy Addiction Summit (2015) Te Huinga o Nga Pou Hauora (2015) Clinical Governance Network (2015) Portfolio Managers Network (2015) Addictions Network (2015) He Tipuana Nga Kakano (2015) Te Ao Whanau Leadership Network (2015) Workforce Advisory Network (2015)

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
	■■■	■■■		

see definitions below

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

Support representation and attendance at regional network meetings to profile regional processes and discuss local issues.

Other information

Clinical workstation project is the priority for the region – there is no extra funding for new workforce planning and development initiatives.

Capacity issues for WFPL to provide face to face support at a local level.

Working regionally is a challenge when requests for support into local workforce planning.

| Date | 20 January 2015 |

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.