



WORKFORCE PLANNING NEWS



Edition 6 - Oct 2004

Welcome to the sixth edition of Workforce Planning News. The aim of this occasional newsletter is to provide an update on the workforce planning initiatives currently being taken forward within Health and Personal Social Services in Northern Ireland. The newsletter is aimed at senior staff working in Trusts, Boards and Agencies and those working within HPSS Human Resource Departments.

Workforce planning continues with a further seven public summary documents of the full reports, entitled "Workforce Planning Review". These documents have been distributed throughout the service and bring the series to 12 in total. They can be downloaded from the DHSSPS intranet and the extranet@
<http://extranet.dhsspsni.gov.uk> the full documents are also available at these sites.

Once again thank you to everyone who has been contributing to the workforce planning initiatives. If you have any comments or would like any further information on the workforce planning initiative, please contact:

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David Bingham
Director of Human Resources

FOCUSING ON THE WORKFORCE

The updates of the initial Comprehensive Workforce Planning projects have continued over the last few months and include Podiatry, Orthoptics and Dietetics. In each case the original Steering Groups were reconvened to update the initial reports including a review of the progress of the implementation of the recommendations that emanated from the reports. Summary documents are due to be released shortly entitled "Review 2" and will be distributed to the Service.

New comprehensive reviews of the Pharmacy and Nursing workforce plans have begun.

WORKFORCE PLANS PROGRESSING

The Central Workforce Planning Group continues to meet, every quarter, and has been actively involved in considering the way forward for the Regional Workforce Planning Initiatives. The next phase of workforce planning activity considers the role and functioning of the Central Workforce Planning Steering Group. A workshop is planned for 15 November, venue The Mount Conference Centre to explore and develop a strategy for the group.

The Mental Health and Learning Disability Workforce Review continues to make progress, with workforce planning considered from a multidisciplinary prospective.

A Regional Workforce Planning Strategy Paper was approved by the Departmental Board in January 2004. This paper amalgamated and summarised the workforce planning projects, which have been completed to date. Further work is ongoing to develop a regional strategy for workforce planning.

SKILLS FOR HEALTH

UK-WIDE WORKFORCE PLANNING & SKILLS COMPETENCY FRAMEWORK PROJECT

This is a 4 countries project to develop a competence framework for staff working in planning with an emphasis on workforce. The Northern Ireland Workshop will take place on Friday 26 November at the Park Avenue Hotel, Belfast. It is your opportunity to get involved in the UK-wide consultation process. Application forms are available from Workforce Development Unit, Room D1.4, Castle Buildings, BELFAST BT4 3SQ or by e-mail: grace.shields@dhsspsni.gov.uk
Fax 02890522912 TN 02890522459

THE CONSULTATION PROCESS

This is a timely development for us in N. Ireland, given the involvement of many people across the HPSS and associated organisations in the DHSSPS regional workforce planning initiative. This project gives the opportunity both to identify the skills necessary for the work and to share learning and experience with the other UK countries.

WORKSHOPS EXPLAINED

Why do we need workshops?

In order to develop the competence framework the project will require input from expert practitioners and key stakeholders working in the area of workforce planning.

The workshop participants will assist with developing the detail of the competence framework. It is hoped that a broad range of people working at some level within workforce planning will attend the workshops.

What is involved?

Each workshop will be asked to:

- comment on early drafts of the competence framework
- comment on, and re-draft as necessary, imported competences
- draft new competences as necessary
- provide feedback and suggestions for improvement of the new competences

What are the benefits of being involved?

- the opportunity to influence and help shape the national competence framework
- early access to the developing framework
- opportunity to assess benefits of becoming a development site
- continuing professional development opportunities

The Department fully supports this project. Considerable experience in this field now exists across the HPSS and we are keen to have good representation at the workshop to help ensure a high quality product at the conclusion of the work.

HPSS CAREERS INITIATIVE

The Department launched the above initiative at Jobscene Belfast in the Odyssey Arena on 23rd and 24th September 2004. A package has been developed and is available to HSS Trusts, which has been designed, based on the theme of the team, which provides comprehensive information on more than 30 different career opportunities in the Northern Ireland HPSS today. The photographs in documents are of actual HPSS staff depicting their own jobs.

The package includes a conference backdrop (approx 4m width and 2m height) featuring the HPSS team, to be used at careers exhibitions etc. There are 5 such backdrops located within the 4 Board areas which can be borrowed by Trusts.

CONTACTS FOR BACKDROPS:

Southern Board:

Heather Ellis
Director of Personnel Services
Armagh & Dungannon HSS Trust
Hill Building
St Luke's Hospital
Loughgall Road
ARMAGH BT61 7NQ
Tel No: 028 37522381

Northern Board:

Claire Medland
Communications Officer
Corporate Communications
Homefirst HSS Trust
Holywell Hospital
60 Steeple Road
ANTRIM BT41 2RJ
Tel No: 028 94465211

Eastern Board

Mr Justin Stephens
Ulster Community and Hospitals HSS
Trust
Human Resources Department
Health and Care Centre
39 Regent Street
NEWTOWNARDS BT23 4AD
Tel No: 028 91512109

Western Board

Mr Lyle Simpson
Westcare Business Services
12c Gransha Park
LONDONDERRY BT47 6WJ
Tel No: 028 71860616

Jane Murphy
Mater Infirmorum Hospital HSS Trust
Nurses' Education Centre
Crumlin Road
BELFAST BT14 6AB
Tel No: 028 90802208

Also available is a Career Handbook, which is a reference for these careers. In addition to this there are also individual career leaflets. There is also a CD Rom, which contains all of the information in the handbook.

It is hoped that this material could be used at careers exhibitions and displayed in Trusts eg in entrance foyers and GP surgeries etc.

The literature can be ordered from the Department by contacting:

E-mail: wdu@dhsspsni.gov.uk

HPSS Careers
The Department of Health, Social Services & Public Safety
Human Resources Directorate
Workforce Development Unit
Room D1.4
Castle Buildings
BELFAST BT4 3SQ
Tel: (028) 9052 2664
www.dhsspsni.gov.uk

NEWS AROUND THE PROVINCE

- The Causeway HSS Trust held a careers exhibition in mid June 2004 and was the first Trust to make use of the new DHSSPS Careers Backdrop.
- Sperrin & Lakeland HSS Trust's senior managers held Workforce Planning Recruitment and Retention one-day workshop on 8 September 2004.
- Armagh & Dungannon HSS Trust recently held a "Recruitment Day" in a local hotel to boost recruitment of Hotel Services staff by completing the entire recruitment process in one day. The Trust now has a waiting list for vacancies in this area of work.
- The Careers Exhibition - Jobscene Belfast - was held on 23rd and 24th September 2004 at the Odyssey Arena. Both South & East Belfast and Homefirst HSS Trusts were in attendance actively promoting and recruiting to their Trusts.
- WHSSB Allied Health Professionals concentrated on Retention and Recruitment issues in a one-day workshop on 24th September 2004.

DOCUMENTS TO DATE

The Comprehensive Workforce Planning Reports: -

- Physiotherapy
- Radiography
- Speech and Language Therapy
- Occupational Therapy
- Nursing and Midwifery
- Technical and Scientific
- Dental
- Social Services
- Medical
- Orthoptics
- Dietetics
- Podiatry
- Pharmacy

Review, summary documents: -

- Physiotherapy
- Radiography
- Speech and Language Therapy
- Occupational Therapy
- Nursing and Midwifery
- Technical and Scientific
- Dental
- Orthoptics
- Dietetics
- Podiatry
- Social Services
- Medical

Review 2, update documents: -

- Occupational Therapy
 - Speech and Language Therapy
 - Radiography
 - Physiotherapy
 - Podiatry
 - Dietetics
 - Orthoptics
- } To be released shortly

Documents (Comprehensive WFP Report) to be released: -

- Clinical Psychology
- Health Estates
- Administration & Clerical
- Ambulance Service
- Professions Complementary to Dentistry