

Getting organised

to progress strategic workforce planning, shaping and commissioning

Consider how you will lead and manage the strategic workforce planning process and what the desired outcomes are.

Making good progress with strategic workforce planning, shaping and commissioning starts with having sound data. Good leadership, change and project management get things moving and then importantly good communication maintains this momentum.

Our approach is a different way of working that combines workforce strategy with commissioning and financial strategy. These need to be in balance. Some of your processes and strategies may require adaption to facilitate this and because of its strategic nature, you will need a senior person to lead it.



What needs to be in place?

Consider your local authority's position on the following six areas and then what you will need to be put in place to make them happen:

1. Governance

Arrangements are in place to oversee all work streams set up to achieve your vision and ensure that new models of care/service commissioning, workforce planning, shaping and commissioning and financial planning are taken account of fully.

2. Communications

Plans are in place to regularly communicate with stakeholders about transformation, especially the workforce implications.

3. Workforce strategy

Developing a workforce strategy that considers both the internal and external skills, competencies and workforce priorities needed to deliver the your vision.

4. Commissioning strategy

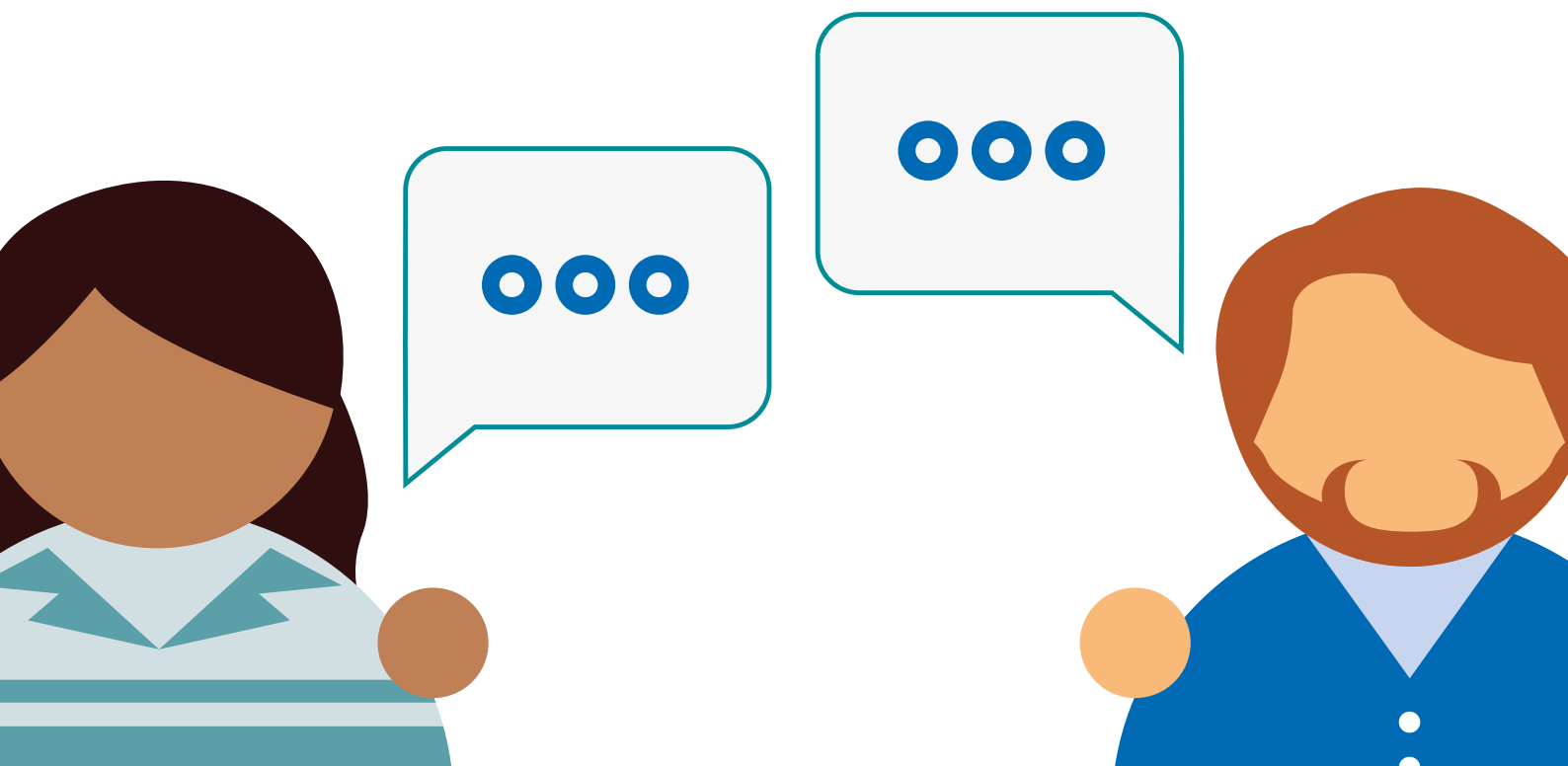
Developing a strategy that describes the new ways of working to be commissioned to meet the vision and includes use of workforce data, such as the Adult Social Care Workforce Data Set (ASC-WDS), Electronic Staff Record etc.

5. Financial strategy

Identifying joint costs to meet new models of commissioning and workforce requirements, so priorities can be determined within financial limits.

6. Strategy integration

There is cross referencing between workforce, financial and commissioning strategies or these three strategies are integrated into one document.



Questions to consider

1. Do you have a clear joint statement about the vision and purpose of transformation that is widely understood? If not, what can you do to develop this and when will this be done?
2. Do you have a sound project plan to deliver the vision? If not, when and how will this be done?
3. Who is best placed to lead and manage strategic workforce planning? Is it feasible or necessary to fund external expertise?
4. Can you use existing structures to make best use of this workforce planning approach or do these need to be changed?
5. What do you need to put in place to review how these joint arrangements are working?
6. Is there a group of people with lived experience and adult social care independent and VCSE sector workforce group(s) to help steer the work?
7. What plans are in place to access workforce data?
8. How will you keep the momentum?
9. What is your contingency plan if key people go on long term absence or if they leave?

Next steps

Now you are better placed to take forward your transformation plans, knowing that you have a clear overview of where you are now and what needs to be in place to get you there.

