	<h2 style="margin: 0;">BOP and Lakes Health Promotion/Community Health Workforce Development Group</h2>
<b>COMMITTEE TERMS OF REFERENCE</b>		

### PURPOSE/DESCRIPTION

The purpose of this group is to develop a coordinated approach and joint strategic plan for workforce development initiatives across the Bay of Plenty and Lakes region. It is focused on the non-regulated health promotion workforce (Appendix 1) and aims to contribute to the development of an effective and sustainable community health sector with the capacity and capability to improve the health of communities.

This group also ensures there is regional alignment to current national WFD strategies including Te Uru Kahikatea – Public Health WFD plan 2007-2016 and the Health Workforce NZ Midland Training Hub developments.

### SCOPE OF THE COMMITTEE

- Development and implementation of a joint regional plan for Health Promotion WFD
- As appropriate make collective decisions regarding WFD funding initiatives
- Provide input to both BOP and Lakes multi-disciplinary WFD committees and the Midland training Hub
- Advocate for regional delivery of relevant trainings
- Advocate for organisations to hold appropriate memberships – such as PHA, HPF

### CURRENT MEMBERSHIP

The group involves both District Health Boards, Regional Public Health Unit, Primary Health Organisations, Whanau Ora collective representation and relevant Maori provider organisations.

Bay of Plenty	Lakes
<ul style="list-style-type: none"> <li>▪ BOPDHB - Public Health Portfolio Manager Brian Pointon</li> <li>▪ Eastern Bay of Plenty Primary Health Alliance – Anna Thurnell</li> <li>▪ Business Development Manager - Te Ao Hou Trust (Whanau Ora) Candice Porter</li> <li>▪ Maori Planning and Funding – BOPDHB Kiri Peita</li> <li>▪ Health Promotion coordinator – WBOP PHO Tiana Bennett</li> </ul>	<ul style="list-style-type: none"> <li>▪ Maori Health Team – Lakes DHB Billie-Jo Pomare, Lauren James</li> <li>▪ Health Promotion Facilitator – Rotorua PHO Pollyanne Taare</li> <li>▪ HEHA Project Team – Lakes DHB Theresa Thompson, Veronica Butterworth</li> <li>▪ Tipu Ora</li> </ul>
Regional organisations	<ul style="list-style-type: none"> <li>▪ Kathy Grace – CEO Poutiri Trust</li> <li>▪ Sharon Muru – Toi Te Ora Public Health Service</li> </ul>

Information is also disseminated to various networks and informal attendance at meetings including;

- Midland Health Network – Wendy Donaldson (Taupo PHO)
- Relevant portfolio managers (Child and Youth, Primary Care)
- Whanau Ora – (TPK, MSD, Whanau Ora collective and community navigators)
- Providers Lakes DHB - Public Health Portfolio Manager Heather Pearson

### MEETING SCHEDULE/LOCATION

Regular bi-monthly meetings are to be held 10.30am-12noon alternating face to face and teleconference.

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**MINUTES AND AGENDA**

The group is jointly chaired by Brian Pointon (BOPDHB) and Heather Pearson (Lakes DHB) and supported by Sharon Muru (Toi Te Ora Public Health Service)  
Minutes are to be shared amongst the group’s members.

Agenda:

- Apologies
- Approval of agenda
- Approval of previous minutes
- Business Arising – action progress
- WFD plan implementation status
- WFD updates, national and regional training opportunities
- changing landscapes or national updates
- New business
- Round - each organisation sharing current happenings, issues
- Next meeting’s agenda

**COMMUNICATION CHANNELS**

All members will send relevant Workforce Development and training information to one central person currently - Sharon Muru (Toi Te Ora – Public Health Service).



Any information received will be collated and distributed to all current group members. It is then each member’s responsibility to disseminate within their respective organisations and send on to relevant providers, networks and interested parties.

A website for Workforce Development Information for health professionals is also currently under consideration.

**REVIEW DATE**

October 2012

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### APPENDIX 1 – Non-regulated Health Promotion Workforce

A health promoter works to address health inequalities and promote health for communities using the three basic strategies and the five priority action areas articulated in the Ottawa Charter for Health Promotion 1986.

The basic strategies are:

- *advocacy* for health to create the essential conditions for health
- *enabling* all people to achieve their full health potential
- *mediating* between the different interests in society in the pursuit of health.

The health promotion actions are:

- building healthy public policy
- creating supportive environments
- strengthening community action
- developing personal skills
- reorienting health services.

This group acknowledges that people working in health promotion come from a wide range of backgrounds, are employed in a variety of settings and do not necessarily all identify as health promoters.

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