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# OPERATIONAL PLAN PROGRESS

SEPTEMBER 2016

## \*PARTNER ASSOCIATION NAMES AND ACRONYMS

AEA - Australasian Epidemiological Association  
<http://www.aea.asn.au/australasian-epidemiologist/about-ae>

AFPHM - Australasian Faculty of Public Health Medicine  
<http://www.racp.edu.au/page/racp-faculties/australasian-faculty-of-public-health-medicine/>

AHCRA - Australian Health Care Reform Alliance  
<http://www.healthreform.org.au/health-reform/>

CAHA - Climate and Health Alliance  
<http://caha.org.au/about/>

Croakey - Public Health Blog  
<http://blogs.crikey.com.au/croakey/about-croakey-the-history-the-people-the-funding-arrangements/>

IUHPE - International Union of Health Promotion and Education  
<http://www.iuhpe.org/index.php/en/iuhpe-at-a-glance>

NAAA - National Alliance for Action on Alcohol  
<http://www.actiononalcohol.org.au/about-naaa/what-is-naaa>

PHAA - Public Health Association of Australia  
<http://www.phaa.net.au/>

PHM Oz - People's Health Movement Australia  
[http://phmoz.org/wiki/index.php?title=People%27s\\_Health\\_Movement\\_Australia](http://phmoz.org/wiki/index.php?title=People%27s_Health_Movement_Australia)

SDOHA - Social Determinants of Health Alliance  
<http://www.socialdeterminants.org.au/>

# AHPA NATIONAL PRIORITIES

## 1. A highly skilled and sustainable health promotion workforce

- Build the capacity of the health promotion profession through contemporary professional development for members and the sector.
- Promote the profession and the professional identity of health promotion practitioners.
- Promote and disseminate health promotion research and evaluation, and support evidence translation activities and initiatives.
- Strengthen professional and career opportunities for health promotion practitioners.
- Acknowledge and reward professional excellence in health promotion.

## 2. Effective advocacy for health promotion issues

- Create a strong public voice for health promotion issues through effective advocacy.
- Effectively communicate the value of health promotion, the profession and AHPA.

## 3. A strong and responsive professional organisation

- Ensure best practice in AHPA's systems, policies, procedures and budgets.
- Develop and sustain strategic alliances and partnerships to promote population health and wellbeing and achieve greater advocacy impact.
- Build a vibrant and well supported organisation with a sustainable membership base.

# Leadership in health promotion.

# 1. A HIGHLY SKILLED AND SUSTAINABLE HEALTH PROMOTION WORKFORCE

STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
1.1 Build the capacity of the health promotion profession through contemporary professional development (PD) for members and the sector	Plan and deliver AHPA's National Health Promotion Conference	Board Committees and Working Groups: 1. Board Executive/FARM Committee 2. Conference Working Group	***2014-National Conference (Alice Springs) complete, Pre-conference workshop complete, profit and participation targets achieved-COMLETE  ***2016-Conference-COMLETE
	Plan and deliver, in partnership with PHAA (Public Health Association of Australia), AEA (Australasian Epidemiology Association) and AFPHM (Australasian Faculty of Public Health Medicine), the Population Health Congress	Board Executive/FARM Committee in partnership with PHAA, AEA and AFPHM	***2015-Congress implemented in September. Pre-Conference workshop not conducted; profit and participation targets mostly achieved-COMLETE
	Work with PHAA and other partners to plan and deliver the WFPHA World Federation conference in Melbourne 2017	Board Conference Working Group	**2017-Planning underway-ON TARGET
	Organise scholarships for members to attend National Conference and the Population Health Congress (PHC)	Board Committees and Working Groups: 1. Conference Working Group 2. Branch Presidents' Committee	***At least one scholarship per Branch awarded for 2014, 2015, 2016 conferences -COMLETE
	Work with Branches to support the delivery of professional development opportunities	Board Branch Presidents' Committee	**At least two PD activities per year implemented for members-ON TARGET
	Develop a national approach to mentoring early health promotion practitioners and investigate the feasibility of an online member mentoring program	Board Branch Presidents' Committee	**National mentoring program progressed during 2014 and 2015 and rolled out in 2016-ON TARGET
			***Completed **Some progress made-activities on track * Not significantly progressed-area for improvement

STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
1.2 Promote the profession and the professional identity of health promotion practitioners	By February 2015 present a paper to the Board summarising options for a regulatory model appropriate for the Australian health promotion workforce	Board's Professionalising Health Promotion Committee	***Discussion paper for Board about options for regulatory models-COMLETE
	By July 2015 identify key resources, expenses and potential sources of funding and/or support to implement recommended regulatory model/s	Board's Professionalising Health Promotion Committee	***Discussion Paper enables AHPA Board to inform development of business case-COMLETE
	By September 2015 produce a Business case (including an implementation plan) for a proposed regulatory model	Board's Professionalising Health Promotion Committee	***Business case with options costed and recommendations for decision at the 2015 F2F Board meeting-COMLETE
	Promote the value of the health promotion profession through relevant forums and submissions	Relevant Board Committees	*At least four examples demonstrating the promotion of the health promotion profession-AREA FOR IMPROVEMENT
1.3 Promote and disseminate health promotion research and evaluation, and support evidence translation in practice	Produce, distribute and raise awareness of the peer reviewed Health Promotion Journal of Australia	1. Board Research, Evaluation & Evidence Translation (REET) Committee 2. HPJA Editorial team	**Journal produced three times year-ON TARGET Improve or maintain the journal's current impact-ON TARGET
	Produce a special supplement, themed edition or special section within an edition on a cutting edge topic	1. Board REET Committee 2. HPJA Editorial team	***At least one supplement, themed edition or special section produced-COMLETE
	Support and promote health promotion research and evaluation efforts	Relevant Board Committees and Working Groups: 1. REET Committee 2. Conference Working Group 3. Branch Presidents' Committee 4. Aboriginal and Torres Strait Islander Committee	**At least one 'Writing for the Journal' workshop conducted in each state-ON TARGET
	Encourage health promotion professionals to write papers for AHPA's national and state publications and conferences	Relevant Board Committees and Working Groups: 1. REET Committee 2. Conference Working Group 3. Branch Presidents' Committee 4. Aboriginal and Torres Strait Islander Committee	**Contributions from members to the journal, newsletters, and abstracts for conferences-ON TARGET
	Build understanding of the importance of and issues related to ethics and health promotion	1. Board REET Committee 2. HPJA Editorial team	Evidence of activities (articles, discussions, partnerships) related to ethics and health promotion-ON TARGET

STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
1.4 Strengthen professional and career opportunities for health promotion practitioners.	Ensure AHPA strategies enable access for rural and remote AHPA members	Board Communications Working Group	*Demonstrated use of webinars, YouTube recordings, and other social media platforms-AREA FOR IMPROVEMENT
	Develop a more integrated, systematic approach to promoting job opportunities	Board Committees and Working Groups: 1. Communications Working Group 2. Branch Presidents' Committee	**Jobs advertised on the website and via the members' email server-ON TARGET
	Promote the use of AHPA's health promotion practitioner competencies within workplaces	Directors and all Committees	**Limited examples; focus for professionalisation project-AREA FOR IMPROVEMENT
1.5 Acknowledge and reward professional excellence in health promotion.	Promote and grant the Ray James Award in accordance with AHPA's specified criteria	Board Committees and Working Groups: 1. REET Committee 2. Executive/FARM Committee	**Ray James Award assessed and awarded yearly if criteria met-ON TARGET
	Ensure all volunteers are appropriately thanked and acknowledged through AHPA communications and certificates of contribution at branch and national level	Board Committees and Working Groups: 1. Executive/FARM Committee 2. Branch Presidents' Committee	**Each volunteer received appropriate acknowledgement-ON TARGET
	Where merited, grant Life Membership, and other relevant Fellow Awards for outstanding contributions to the Association and health promotion field	Board Executive/FARM Committee	**Merit based awards presented for outstanding contribution to AHPA and the field of health promotion-ON TARGET

## 2. EFFECTIVE ADVOCACY FOR HEALTH PROMOTION ISSUES

STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
2.1 Create a strong public voice for health promotion issues through effective advocacy	Prioritise advocacy issues for AHPA response	Board Executive/FARM Committee	<b>**Board endorsed priority issues, responded to at least three national priority advocacy issues-ON TARGET</b>
	Comment on proposed policy, legislation and other relevant programs and documents to advance health promotion practice and population health outcomes	1. Board Executive/FARM (National issues) 2. Branch Committees (State and Territory issues)	<b>**Within capacity, the Board responds to nationally significant policies, legislation and other relevant programs and documents either independently or in partnership with other organisation(s)-ON TARGET</b>
	Place AHPA's national position statements, submissions, and resources on the website for use by branches and members	Board Committees and Working Groups: 1. Executive/FARM Committee 2. Communication Working Group	<b>**Existing National and Branch submissions available on AHPA's website by December 2015 - ON TARGET</b>
	Identify relevant content experts and spokespeople within AHPA membership and population health partners who are willing to contribute to AHPA advocacy efforts	Board Executive/FARM Committee	<b>***List of consenting content experts available for advocacy efforts by July 2015-AREA FOR IMPROVEMENT</b>
	Build capacity for effective advocacy at national and branch level through identifying training options	Board Branch Presidents' Committee	<b>**Advocacy training workshops advertised through AHPA's email server, website and branch committees-ON TARGET</b>
2.2 Effectively communicate the value of health promotion, the profession and AHPA.	Review and update communication platforms and determine priorities	Board Communications Working Group	<b>***Communication platform priorities reviewed and priorities agreed-COMplete</b>
	Update and maintain AHPA's website	Board Communications Working Group	<b>***Website upgraded with at least two priorities implemented by end 2015-COMplete (BY Q1 2016)</b>
	Continue to regularly share information on AHPA and health promotion with all members using multiple communication methods (email server, website, and newsletters, twitter)	Board Committees and Working Groups: 1. Executive/FARM Committee 2. Communications Working Group	<b>**Regular newsletters, website and email communication to members-ON TARGET</b>
	Develop and implement a Social Media Policy and Strategy	Board Communications Working Group	<b>***Social Media Policy endorsed by the Board and two priority strategies implemented-COMplete</b>

### 3. A STRONG AND RESPONSIVE PROFESSIONAL ORGANISATION

STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
3.1 Ensure best practice in AHPA's systems, policies, procedures and budgets	Continue to develop best practice financial and auditing practices	Board via the Executive/FARM Committee	<p><b>*Branch Treasurers implementing financial transactions and reporting systems as required-AREA FOR IMPROVEMENT</b></p> <p><b>**At least one meeting a year held between Branch Treasurers and National Treasurer-ON TARGET</b></p>
	Develop timeline for completing the yearly budget and audit	Board Executive/FARM Committee	<b>**Timely completion of budget and audit report in accordance with Constitution, ASIC and the ACNC requirements-ON TARGET</b>
	Develop operational plans at both national and branch levels designed to achieve AHPA's 5 year strategic priorities	1. Board Strategic Plan Working Group 2. Branch Committees	<b>**Operational plans developed and implemented-ON TARGET</b>
	Develop and implement a Reconciliation Action Plan	Board Aboriginal and Torres Strait Islander Committee	<b>*Plan endorsed by Board by December 2015-AREA FOR IMPROVEMENT</b>
	For new Board members provide an orientation session and resources on AHPA's structure and governance responsibilities	Board Executive/FARM Committee	<b>**Directors' Handbook reviewed and current Orientation session run each year-ON TARGET</b>
	Sustain Board Committees and time limited Working Groups to progress AHPA's strategic directions	Board Executive /FARM Committee	<b>**Board using BoardEffect effectively for meetings Board Committee progress reports received monthly-ON TARGET</b>
	Review AHPA's business model options to ensure the viability of AHPA	Board Business Model Working Group	<b>**Options identified and preference agreed and implemented-ON TARGET</b>
	Continue to review and, where indicated endorse new policies, procedures, guidelines and protocols that support good governance	Board Executive /FARM Committee	<b>**Communication of decisions to all members-ON TARGET</b>

STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
<p><b>3.2</b> Develop and sustain strategic alliances and partnerships to promote population health and wellbeing and achieve greater advocacy impact</p>	<p>Raise understanding of and promote action on the social determinants of health.</p>	<p>Board Executive/FARM Committee</p>	<p><b>**Demonstrated input into the SDOHA decisions, directions and advocacy efforts-ON TARGET</b></p>
	<p>Inform, encourage, and promote public debate and action on population health issues</p>	<p>All Board and Branch Committees</p>	<p><b>**Funding for Croakey* continued</b>  <b>Croakey Blog link on AHPA's website</b>  <b>Direction to Croakey debates disseminated via Twitter</b>  <b>Participate in agreed joint actions</b>  <b>ON TARGET</b></p>
	<p>Maintain membership and collaboration with a range of relevant population health organisations</p>	<p>Board Committees:  1. Board Executive/FARM Committee  2. Branch Presidents' Committee</p>	<p><b>**Maintain IUHPE* membership</b>  <b>Continue to work with PHAA*</b>  <b>Maintain Congress partnerships (AEA* APHFM*) ON TARGET</b></p>
	<p>Raise awareness and support political advocacy and engagement around key issues including primary health care, alcohol, climate change, national and international population health issues through AHCRA*, NAAA*, and PHM Oz* SDOHA*, CROAKEY* and CAHA*memberships</p>	<p>Board Committees:  1. Board Executive/FARM Committee  2. Branch Presidents' Committee</p>	<p><b>**CAHA work highlighted in Update, member emails and AHPA tweets. Link to CAHA on AHPA's website-ON TARGET</b></p> <p><b>*Follow partner organisations on Twitter and put links on website-AREA FOR IMPROVEMENT</b></p> <p><b>**Maintain AHCRA, NAAA, SDOHA , CAHA memberships ON TARGET</b></p>
	<p>Promote AHPA with key Aboriginal and Torres Strait Islander organisations</p>	<p>Board Committees:  1. Aboriginal and Torres Strait Islander Committee  2. Branch Presidents' Committee</p>	<p><b>*Within capacity and resources (money, time, expertise) have an AHPA presence at state/territory and national forums-AREA FOR IMPROVEMENT</b></p> <p><b>*Increased number of Aboriginal and Torres Strait Islander memberships-AREA FOR IMPROVEMENT</b></p>



STRATEGIES	ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
<p><b>3.3</b> Build a vibrant and well supported organisation with a sustainable membership base</p>	<p>Plan and implement strategies to attract new members to, and retain existing AHPA members</p>	<p>Board Committees and Working Groups: 1. Branch Presidents' Committee 2. Executive/FARM Committee</p>	<p><b>*Process implemented to follow up lapsed members-AREA FOR IMPROVEMENT</b></p> <p><b>**Increase membership by 1% per year including an increase in number of individual full memberships-ON TARGET</b></p>
	<p>Investigate fee structure and membership categories</p>	<p>Board Executive/FARM Committee</p>	<p><b>***Fee structure investigated-COMplete</b></p> <p><b>Revised fee structure endorsed and in operation by June 2016-COMplete</b></p>
	<p>Prepare a brief communiqué for Branch committees every three months including Board and Committee/WG decisions</p>	<p>Board Executive/FARM Committee</p>	<p><b>**Communiqué released to Branch Presidents' Committee quarterly-ON TARGET</b></p>
	<p>Develop an AHPA welcome information package for all new members</p>	<p>Board Branch Presidents' Committee</p>	<p><b>*AHPA 'welcome' package endorsed by the Board and available for new members-AREA FOR IMPROVEMENT</b></p>
	<p>Encourage members to be more actively involved in AHPA</p>	<p>Board Branch Presidents' Committee</p>	<p><b>*Branch Presidents report increased number of members involved in AHPA activities (eg conference volunteering, engagement in local branch activities, annual meetings, AGM attendance, standing for, and actively involved in, branch committees)-ON TRACK</b></p>



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