

## Australian Health Promotion Association

### NSW Branch Business Plan 2016 - 2017

#### 1. Membership

**Goal: Build a vibrant and well supported organisation with a sustainable membership base**

Objectives	Strategies	Performance Indicators	Responsibility	Budget
Increase membership by 1% including an increase in number of individual full Memberships	Write a recruitment letter to all universities in NSW who offer a health promotion-related course.	Letter circulated to all new students/staff from universities each academic year.	JK and PH	Nil
	Plan and implement strategies to attract new members and to retain existing AHPA members	Membership numbers remain at or above 118.	All	
Encourage members to be more actively involved in AHPA	Establish a process for active engagement of members in advocacy work	Process developed and implemented	All	Nil

#### 2. Professional Development

**Goal: Build the capacity of the health promotion profession through contemporary professional development (PD) for members**

Objectives	Strategies	Performance Indicators	Responsibility	Budget
Organise three events each year for members, both in Sydney and rural areas.	1. Advocacy Presentation – May 2016 2. Health in All Policies (HiAP) – July 2016 3. TBC	Three events organised each year within allocated budget.	All committee  HiAP SG July 2016	Up to \$2,000 per event  Webinar Venue
	Offer two member			

Enable at least two members to attend AHPA's 23 <sup>rd</sup> National Conference in WA	scholarships to attend AHPA's 23 <sup>rd</sup> national Conference in WA	Scholarship(s) offered and awarded for attendance at AHPA's 23 <sup>rd</sup> National Conference.	JE and SG	\$1500 per scholarship
In consultation with other Branches, participate in a national approach to mentoring early health promotion practitioners	Contribute to national mentoring program working group	NSW representation at working group meetings	KR	TBC
	Actively encourage members to be mentors and/or mentorees	Number of NSW members involved in mentoring program	All	Nil

### 3. Communication

**Goal: Effectively communicate the value of health promotion, the profession and AHPA**

Objectives	Strategies	Performance Indicators	Responsibility	Budget
Continue to regularly share information on AHPA and health promotion with all members using multiple communication methods (email server, website, and newsletters, twitter)	Prepare and send weekly e-bulletin	Weekly e-bulletin sent	Member Karen Bedford volunteered to do this All Committee to send items	Nil
	Update and maintain the NSW Branch section of AHPA's website	Branch section website kept current	PH	Nil
	Conduct a members' survey to assess members' needs	Survey conducted, analysed and actions prioritised based on results	President with whole Committee	Nil

## 4. Advocacy

**Goal: Create a strong public voice for health promotion issues through effective advocacy**

Objectives	Strategies	Performance Indicators	Responsibility	Budget
Determine priorities for advocacy actions for 2016/15	Develop advocacy links with strategic partners and alliances	At least one advocacy action implemented with PHAA NSW Branch	All Committee Members	Up to \$500 for all advocacy actions
	Take advantage of key potential advocacy opportunities e.g. Federal Election	At least 2 advocacy actions implemented	All	

## 5. Governance

**Goal: Ensure best practice in AHPA's systems, policies, procedures and budgets**

Objectives	Strategies	Performance Indicators	Responsibility	Budget
Ensure best practice in AHPA's systems, policies, procedures and budgets	Prepare an annual Business plan with budget	Financial projections completed	Branch Executive	Nil
	Conduct a NSW Branch AM in accordance with AHPA's Constitution.	AGM conducted within correct timeframe	President, Secretary and all Committee	Up to \$500
	For new Committee members provide an orientation session on AHPA's structure, governance and Committee responsibilities	Orientation conducted	Branch Executive	Nil
	Provide NSW Branch Committee input into the	President (or President's delegate) attend meetings	President	Nil

	<p>Board's Branch Presidents' Committee</p> <p>Financial reports and records maintained and all BAS responsibilities carried out according to AHPA'S policies and procedures</p>	<p>and communicate feedback /ideas from NSW Branch</p> <p>Financial report tabled at each meeting.</p> <p>Financial information provided to NFPAS in a timely manner</p>	<p>Treasurer</p>	<p>Nil</p>
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