

**Review of objectives and intended actions by NZSSD – as at 4 May 2009, based on the objectives and actions listed in the final draft 4 business plan for NZSSD dated 4 March 2008**

The results from the review of objectives and actions with the NZSSD Executive (at 4 May 2009) are presented in this report as an additional “results and outcomes” column on the list of actions for each of the 7 objectives for the 2008/2009 period (which were originally compiled during the development of the strategic plan in early 2008).

**Objective 1: “By May 2009, NZSSD will have a permanent Secretariat which will be based in a suitable permanent location and which will have a staffing level of at least 0.5 FTE and will be fitted out with all necessary office resources”**

Addresses :                      Goal 1 - Increase secretariat capability

Action Number	Description of action	Completion date	Results and outcomes achieved as at 4 May 2009
1-1	Seek agreement from members at the 2008 AGM to the development of a permanently located secretariat at 0.5 FTE (including having secured support from influential NZSSD members in advance of the AGM) – via a clear proposal to be presented at the AGM. This action will include a formal call for expressions of interest from within NZSSD for the location of the permanent secretariat	2 April 08	Action achieved
1-2	NZSSD executive to have compiled and circulated a job description and organisational support requirements for	19 April 08	Action achieved – job description and full details of Secretariat support requirement

	the 0.5 FTE Secretariat position		included in a contract for service document to be signed (for a one year term) between NZSSD and the Edgar Centre
1-3	NZSSD to have chosen and confirmed the location of the permanent executive from amongst expressions of interest received	16 May 08	<b>Achieved</b> – office location and other support functions for the Secretariat are included in the contract for service document between the Edgar Centre and NZSSD
1-4	Appropriately equipped office to be ready for the Secretariat in the chosen permanent location	1 July 08	<b>Achieved</b> – serviced office to be provided within contract for service between the Edgar Centre and NZSSD
1-5	NZSSD to have appointed Secretariat person at 0.5 FTE	4 July 08	<b>Achieved</b> - Secretariat to be at 0.5 FTE plus additional 0.2 FTE supervision

**Objective 2: “By May 2009, NZSSD will have significantly increased its contact with and profile with major stakeholders, through a specific range of actions”**

Addresses : Goal 2 - Improve profile with major stakeholders

Action Number	Description of action	Completion date	Results and outcomes achieved as at 4 May 2009
2-1	At the 2008 Conference and AGM, the Executive will have promoted suggestions for: a general practice representative on the Executive; a general practice stream at the 2009 Conference; and will have discussed naming issues facing NZSSD	April 08	<p><b>Achieved</b> – general practice stream at the 2009 Conference</p> <p>Not yet achieved – general practice representative on executive; discussion on naming issue for NZSSD</p>
2-2	NZSSD will have issued 4-6 direction statements as opportunities occur	Ongoing to May 09	<b>Achieved</b> – at least 4 direction statements issues
2-3	NZSSD will have approached and have been successful in being invited onto at least one high profile radio or TV show as an opportunity to profile and promote NZSSD and Diabetes issues	Ongoing to May 09	<b>Achieved</b> – Dr Patrick Manning interview on Radio NZ National Morning Report and Dr Jim Mann’s appearance on Maori TV
2-4	NZSSD will have contacted several major general practice -related organisations (eg IPAC, RNZCGP, WiPA, South Link Health, Pegasus Medical Group, Pinnacle, Procure and major PHOs) and offered to present expert updates on Diabetes-related topics at their annual conferences – and will have been accepted to make future presentations at at least two conferences	July 08	<p><b>Achieved</b> – offer of free membership in NZSSD offered to all GPs and Practice Nurses for one year, has lead to &gt; 30 new general practice members.</p> <p>Retained for future – offer to present on diabetes-related topics at general practice-related seminars and conferences</p>

2-5	NZSSD will have included a general practice stream (aimed at attracting at least 20 general practice attendees) at its 2009 Conference	April 09	<b>Achieved</b> – general practice stream at 2009 conference.
2-6	NZSSD will have issued at least two major media releases (suitable for the general public)	Ongoing to May 09	<b>Achieved</b>
2-7	NZSSD will have made a personal offer of a technical update on Diabetes related issues to the Minister of Health which will have resulted in at least two briefings for the Minister and/or the Parliamentary Diabetes Group	May 09	<b>Not yet achieved</b> - as at May 2009, but expect to have completed before conference in July 2009
2-8	NZSSD will continue to maintain and develop the website including counting and assessing the number of website hits	Ongoing to May 09	<b>Achieved</b>

**Objective 3: “Enhance the quality and value to members from the 2009 Annual Conference”**

Addresses : Goal 3 - Improve benefits for members

<b>Action Number</b>	<b>Description of action</b>	<b>Completion date</b>	<b>Results and outcomes achieved as at 4 May 2009</b>
3-1	Achieve member attendance of 75% of all NZSSD members with over 70% of attendees rating the conference as very good or excellent - through development and promotion of an outstanding programme, including “meet the expert” sessions, general practice stream(s), trainees stream(s), key note speakers, high profile awards presentation, selection of an outstanding and attractive Conference location and Conference grants etc	October 08 (by the organising committee)	<b>On track for being achieved</b> – final attend numbers for the 2009 conference yet to be confirmed. Note that the “high profile awards presentation” at the 2009 conference is yet to be finalised
3-2	Identify and invite two high profile overseas researchers as key note speakers for the Conference	October 08	<b>Achieved</b>
3-3	Invite the Prime Minister to attend the Conference including formal presentation of the research awards	December 08	<b>Achieved</b> – Hon Turiana Turia (Assoc Minister of Health) to attend the conference

**Objective 4: “Aim to increase pharmaceutical company funding support for research funds reaches \$120k annually for NZSSD to allocate, from Conference 2009, onwards”**

Addresses : Goal 3 - Improve benefits for members

<b>Action Number</b>	<b>Description of action</b>	<b>Completion date</b>	<b>Results and outcomes achieved as at 4 May 2009</b>
4-1	NZSSD to approach suitable pharmaceutical companies (other than the two companies that already provide research funding) seeking research funds from them on an ongoing basis from 2009 onwards – and highlighting the intention to have the Prime Minister to formally present the awards at Conference 2009	October 08	Not yet achieved – but one additional pharmaceutical company may be willing to donate funds for a research award
4-2	NZSSD to approach the two pharmaceutical companies that already provide research funding and seek increased \$ support from them - and highlighting the intention to have the Prime Minister to formally present the awards at Conference 2009	October 08	Partially achieved – both existing companies have been retained, but no increase in funding support

**Objective 5: “Ensure that there is a GP member on NZSSD Executive from the 2009 AGM onwards”**

Addresses : Goal 3 - Improve benefits for members

<b>Action Number</b>	<b>Description of action</b>	<b>Completion date</b>	<b>Results and outcomes achieved as at 4 May 2009</b>
5-1	Include a general practice (GP or PN) member onto Executive at 2009 AGM and Conference	April 09	<b>Likely to be achieved at 2009 conference</b> – decision made not to amend the constitution (stipulating the requirement to have at least one general practice member on the executive) but NZSSD is planning to have a general practice member elected at the 2009 conference

**Objective 6: “Ensure that NZSSD has a harmonious relationship with Diabetes New Zealand with agreed clarity of roles and with the two organisations working in a complimentary manner for the benefit of people with Diabetes”**

Addresses : Goal 4 – Manage the relationship with Diabetes New Zealand

<b>Action Number</b>	<b>Description of action</b>	<b>Completion date</b>	<b>Results and outcomes achieved as at 4 May 2009</b>
6-1	Continue representation of Diabetes New Zealand at NZSSD Executive meetings	Ongoing	<b>Achieved</b> – very good trust established with Diabetes New Zealand, including very helpful CEO and their attendance at NZSSD meetings
6-2	Offer medical and scientific expertise to Diabetes New Zealand through the formal position of Medical Director of NZSSD – if and when NZSSD has appointed a Medical Director	from May 2009 (if and when Medical Director appointed)	<b>Achieved</b> – Medical Director position (for one year initial contract term) filled at 0.2 FTE on contract of service with NZSSD. Medical Director will be available to support Diabetes New Zealand, formally

**Objective 7: “Develop and present a finances paper to the 2008 AGM and Conference that outlines the future revenue and financing arrangements for NZSSD – to enable it to achieve its future vision targets”**

Addresses : Goal 5 – Maintain financial viability

<b>Action Number</b>	<b>Description of action</b>	<b>Completion date</b>	<b>Results and outcomes achieved as at 4 May 2009</b>
7-1	Present a finance paper to the 2008 AGM that projects future expenditure needs for the 2008/09 and 2009/2010 financial years ( to meet future vision target for key development items including enhanced Secretariat etc) - and examines a range of financing and revenue sources to meet expenditure needs. See appendix 1 for the financial summary	April 08	<b>Achieved</b>

**Summary and recommendations to NZSSD**

NZSSD has been very successful in achieving almost all of the important objectives and actions identified in March 2008 as critical to the future growth and success of the organisation. These include the development of a secretariat with 0.7 FTE staffing, a significant increase in profile with major stakeholders, enhancing value to its members, building a mutually supportive relationship with Diabetes New Zealand and the development of a sound financial basis for the Society.

Some challenges and opportunities still remain for the incoming executive – to build on the successful developments achieved over the last 16 month period. These include:

- Increasing the level of research funding support from pharmaceutical companies
- Ensuring the continuance and enhancement of the secretariat role and the newly established Medical Director role (through sufficient funding support)
- Increasing the reach of NZSSD into general practice with the aim of lifting the numbers of NZSSD members (particularly from general practice) towards the 500 level as projected in the “Vision of Success” section of the NZSSD business plan. Included in this should be direct approaches to primary care based organisations (major IPAs and PHOs) to offer to provide speakers on diabetes-related topics at primary care workshops and conferences

I recommend that NZSSD and its incoming executive place particular focus on these three areas to ensure that the Society continues to thrive in future.

Conway Powell  
Centre for Business Development  
PO Box 5813  
Dunedin  
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