

Aotearoa College of Diabetes Nurses - Annual Plan

Years: 2025/2026



Cost Centre: 451101
Membership at 27 Oct 2024: 407

Process:

Please complete your draft Annual Plan, in consultation with your Professional Nursing Advisor (PNA) by
PNA to forward it to the Manager, Nursing and Professional Services by
The manager will review annual plans, discuss outstanding queries, and forward to the accounts manager for inclusion into the NZNO
wide budgeting process
NZNO Budget to the Management and Board

30th November 2024
7th December 2024

December and February

APPROVAL ANNUAL PLAN			
Name	Position	Signature	Date
Amanda de Hoop	Chairperson		17/1/25
Mairi Lucas	Manager, Nursing and Professional Services		28/02/2025

Committee - Please include details for all committee members (do not include the PNA)

Name of committee member	Committee role	Region where located	Term
Amanda de Hoop	Chairperson/ Submissions Coordinator	Manawatū	May 2019
Vicki McKay	Secretary	Northland	May 2021
Nana Tweneboah-Mensah	Treasurer	Auckland	May 2019
Bryan Gibbison	Accreditation Coordinator	Waikato	May 2024
Liz Lewis-Hills	Committee member	Waikato	May 2023
Belinda Gordge	Study Day Convenor	Canterbury	May 2019
Michelle Williamson	Membership & Grants	Whanganui	May 2023
Harpreet Kaur	Newsletter	Auckland	May 2024

Committee meetings & AGM/Conference planned for 2023-2024 financial year (April 1st – March 31st)

Core Funding is provided for up to TWO face-to-face meetings annually.

Dates	Meeting type: Zoom/Teams, Face to Face	Number of committee attending	Location of Meeting	Duration of meeting e.g. 1day, 1 hour
22 November 2024	Zoom	8	Zoom	1.5hr
17 January 2025	Zoom	8	Zoom	1.5hr
28 February 2025	Zoom	8	Zoom	1.5hr
11 April 2025	Zoom	8	Zoom	1.5hr
9 May 2025	Zoom	8	Zoom	1.5hr
28 May 2025	AGM via Zoom	8	Zoom	2.0hrs
20 June 2025	Zoom	8	Zoom	1.5hr
7 August 2025	Face to Face	8	Auckland	1 day
12 September 2025	Zoom	8	Zoom	1.5hr
10 – 11 October 2025	Face to Face	8	Ōtautahi	2 days
28 November 2025	Zoom	8	Zoom	1.5hr
16 January 2026	Zoom	8	Zoom	1.5hr
28 February 2026	Zoom	8	Zoom	1.5hr

10 April 2026	Zoom	8	Zoom	1.5hr
NZNO regular hui for C&S/ Regional Councils with Kaiwhakahaere & President. Chair will nominate another member if unable to attend. Monthly	Zoom	1	Zoom	1-2 hrs Monthly

Membership participation on national external working groups

Members name	Email address	Name of working party and the host organisation	Status of national group
Liz Lewis-Hills	Elizabeth.Lewis-Hills@waikatodhb.health.nz	Diabetes in Pregnancy Special Interest Group – New Zealand Society for the Study of Diabetes National Gestational Diabetes Guidelines Working Group Māori Clinicians Network Auckland Diabetes in Pregnancy Model of Care working Group	Chairperson Participant Participant Participant
Amanda de Hoop	Amanda.dehoop@midcentraldhb.govt.nz	Mahitahi Matehuka (National Diabetes Network)	Participant
Bryan Gibbison	Bryan.gibbison@aotearoadiabetescollective.org.nz	Aotearoa Diabetes Collective	

Goals for the financial year (1 April 2024 to 31 March 2025) from the NZNO Strategic Plan.

Outward facing: Patient outcomes that are culturally safe, every nurse has the power and resources to do the job, decisions on nurse resourcing are based on NZNO's 5 fixes.

Inward facing: Every member across the sector is engaged and actively participates, new ways of campaigning are utilised, membership lifted.

Areas of Focus: Please refer to NZNO Strategic Plan for interpretation of each area of focus.

1. Te Tino Rangatiratanga
2. Building member power
3. Workforce
4. Education
5. Registration
6. Quality, Health and Safety
7. Bargaining
8. Political
9. Immigration
10. Allies
11. Te Tai ao

Areas of focus	Steps to achieve goal /objective.	Estimated costs (supporting documents as appropriate)
Identify which areas of focus your College or Section can contribute to. <i>Your College or Section does not need to have a goal for each area of focus.</i>	Some areas of activity may become business as usual as they are ongoing. A focus on one or two areas for further development is encouraged. It is helpful to identify which areas of focus will be a priority focus for the year.	Core funding covers your meeting and AGM costs. Your planned activities may have additional costs attributed to them. The costs identified here will assist you to prepare your budget for the year.

Tino Rangatiratanga						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Develop and transition to a bi-cultural co-chairperson model to actualise Te Tiriti o Waitangi.	<ul style="list-style-type: none"> Review chairperson role, and explore logistics of a co-chair model. Obtain expressions of interest from existing committee members for co-chairperson positions. Propose model at AGM in May 2025. Implement following AGM. 	Nil				
Support Pae ora and healthy futures for Māori	<ul style="list-style-type: none"> Advertise the Post-Graduate Study Fund for Māori and Pasifika RNs with a focus or interest in diabetes care. ACDN will be the NZNO college to speak on issues relating to standard of diabetes nursing care Actively monitor the environment for developments or changes that may impact Diabetes care 	nil				

Workforce						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Obtain funding stream for Post-Graduate Study Fund for Māori and Pasifika RNs with a focus or interest in diabetes care.	<ul style="list-style-type: none"> Request sponsorship from pharmaceutical companies Run a study day with intent to make profit. 	\$3500 grant				

Education						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Update National Diabetes Nursing Knowledge and Skills Framework.	<ul style="list-style-type: none"> Continue work plan for update. Develop draft documents. Feedback from key stake holders, including consumer. Finalise new document with support from graphic designer. 	Graphic designer costs.				
Continue to provide appropriate diabetes nursing education, including a profitable study day.	<ul style="list-style-type: none"> Run a standalone cost-neutral study day attached to NZSSD ASM as usual. Explore potential for pharmaceutical sponsorship for a study day in October in Ōtautahi. Develop a programme. Advertise to local nurses. Charge non members more than members for study day registration to increase college income for sustainable accounting 	Nil. Obtain pharmaceutical sponsorship.				
Review of Accreditation Programme.	<ul style="list-style-type: none"> Survey assessors & members. Develop proposals for members to consider at AGM. Update process as determined during AGM. 					

Building member power						
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4

Increase college membership	<ul style="list-style-type: none"> • Advertise study day to non-members with invitation to join NZNO • Advertise grants beyond membership 					
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Political

Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
ACDN will be the voice for NZNO on issues related to Diabetes Nursing and proposals that may negatively affect Tāngata whenua living with Diabetes	<ul style="list-style-type: none"> • Identify 2 committee members willing to have media training and happy to give comment on behalf of the college • Work with college administration to expediate the communication with the membership via Facebook/email. 	<ul style="list-style-type: none"> • nil 				

Te Tai ao

Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1	Progress meeting 2	Progress meeting 3	Progress meeting 4
Minimise effect on environment	<ul style="list-style-type: none"> • Consider climate impact when planning travel e.g Planning ACDN hui to coincide with pre-existing meeting i.e Prescribing study day • Where possible reduce paper 	<ul style="list-style-type: none"> • nil 				

Business as usual for the college:

ACDN will be the voice for NZNO on issues related to Diabetes Nursing

- Actively monitor the environment for developments or changes that may impact Diabetes Nursing
- Share any developments with members
- Respond to such developments