

Tool 2.5.1 Self-Check Reflective Questions Checklist for Boards and Executive leaders: People and Capability

Self- check question	Comment / Action
1. Do we have a current and relevant workforce development plan that is future facing?	
2. Does our current workforce have the required knowledge and experience to collaboratively achieve our strategic plan?	
3. Is their work consistent with our agreed culture and values?	
4. Do our workers have the relevant/ right qualifications and experience to meet the needs of our participants?	
5. What new and different skills and knowledge do our workers require to operate effectively in the NDIS environment?	
6. How effective are we in managing the changes in the size of the workforce, the size of the organisation and skill requirements of the workforce across the organisation?	
7. Do we have succession plans in place for critical positions such as staff who are required to deliver highly technical supports (peg feeding, catheter care etc.) to participants?	
8. What benchmarks do we use to monitor workforce demographics and how do we use that data in workforce planning?	

Self- check question	Comment / Action
9. Have we made sufficient investment in recruitment and skills development of our staff to deliver our promise of excellence?	
10. Does our Board have the broad depth of knowledge and skills to effectively lead the organisation in the NDIS regulatory and increased accountability environment?	