# Criteria for choosing existing planning methodologies for the assessment workshop and for the Handbook of Planning Methodologies.

## Introduction

The goal of deliverable D052 (WP5) is to produce a handbook that will give the results of the assessment of planning methods on the base of drivers, processes, procedures (including law aspects), actors and projection periods. The handbook will also point out, for the existing methodologies, a list of resources needed and benefits expected. Furthermore the handbook will include a description of cases of failure and success in different MSs.

The workshop organized in Firenze will focus on the technical assessment part (excluding the legal aspects).

Though, a first step is to identify the limited amount of methods that will be part of this assessment. This document explains the approach of this choice in part A.

The second step is to identify the experts that will assess the chosen methodology. This choice is described in part B of this document.

# PART A / IDENTIFICATION OF THE RETAINED METHODOLOGIES

## Assumptions

1. Planning methodologies include forecasting (a projection model) and involving relevant stakeholders into the process. Both the projection model and involving the stakeholders are very important elements of the entire planning process.
2. The Feasibility Study[[1]](#footnote-1) of Matrix identifies the experiences of thirteen countries “that engage in model-based workforce planning” and carry out gap analysis. All 13 countries use some form of supply-side projections and 8 of them use also a demand/need based approach (see pages 124-128 of Feasibility Study).
3. The MDS delivered by WP5 contains both supply and demand side dataset in order to develop a basic projection model both supply and demand based.

## Inclusion criteria

* **Criteria #1**: The Joint Action will only assess the models that provide sound experimentations using both demand and supply based.
* **Criteria #2**: For practical reasons the Joint Action will only assess (geographic) European Models
* **Criteria #3**: The model should make future projections

## Selection

The following models respond to both criteria

1. Belgium;
2. Finland;
3. Ireland;
4. The Netherlands;
5. UK;
6. Norway;
7. Lithuania

## Optional Selection

**Countries :**

Some Countries have developed only a supply-based approach. Some of these could be also included by WP5 assessment.

Proposed :

1. Denmark
2. Spain,

because they are also WP5 partner.

Appendix 1 lists up the official denomination of those methodologies and the links to web available materials.

# PART B / IDENTIFICATION OF THE EXPERTS INVITED TO ASSESS THE SELECTED METHOLOGIES

## Requirements

1. In order to analyse and assess a planning methodology nowadays in use in a EU country we need to involve at least one person on behalf of the country proposing the selected methodologies (in-country expert). That means these experts will spend some working days[[2]](#footnote-2) (from 5 to 10) for WP5 activities in 2014.
2. Considering that the methodologies assessed will be used for major pilot studies, the authorities and experts from the pilot countries need to participate in the assessment exercise.
3. Additional international experts[[3]](#footnote-3) are welcome to participate to the assessment reviews. By experts we mean persons responding to one or more of the following criteria:
* **Criteria #1**: to have developed or collaborated on the development of a projection model including a planning system (not a theoretic exercise), both demand and supply based.
* **Criteria #2**:.to represent either the professions, the employers, the society, the education systems, academic world (research institutions or universities) or the public health authorities impacted by HWF planning and have the necessary command of projection models and planning systems.

## Mandatory Selection

Adopting requirements A & V together, these are the countries to mandatorily assign an expert:

1. Belgium;
2. Finland;
3. Ireland;
4. The Netherlands;
5. UK;
6. Norway;
7. Lithuania;
8. Italy;
9. Portugal.

**Additional International Experts :**

* Representatives of international organizations who issued guidelines on planning and forecasting processes (proposal: WHO).
* Representatives of previous projects & studies with key added value to planning and forecasting processes (proposal OECD).

## Appendix 1 : lists of the official denomination of the selected methodologies and the links to web available materials.

1. Belgium;
2. Finland;
3. Ireland;
4. The Netherlands;
5. UK;
6. Norway.
1. [↑](#footnote-ref-1)
2. If this budget is not foreseen, a special demand will be formulated to the specific countries. [↑](#footnote-ref-2)
3. If experts are not partners of WP5, and special negotiation should be foreseen for acquiring their expertise. [↑](#footnote-ref-3)