**Detailed workforce plan**

**Introduction to the workforce plan**

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**Aims and objectives of the workforce plan**

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**Business or workforce constraints that have been identified**

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**Assumptions that have been made**

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**Business goals for the next \_\_\_\_\_ months/years**

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**Business opportunities and challenges**

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**What does success look like?**

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**Key workforce information**

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**Key workforce risks**

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**Workforce strengths, opportunities and challenges**

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**Monitoring and evaluation**

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