



**Minute of the Integration Partnership Forum held on Thursday 3<sup>rd</sup> June 2021 at 10:00am via Microsoft Teams**

**Present:**

Nicole Hamlet	<b>(NH)</b>	<b>Chair</b> – Deputy Chief Operating Officer / Chief Officer
Caroline Cooksey	<b>(CC)</b>	Workforce Director
Ann Farrell	<b>(AF)</b>	Local Authority Staff Representative
Fiona Gardiner	<b>(FG)</b>	Staff Side Representative
Anita Hall	<b>(AH)</b>	UNISON Representative
Vicky Keir	<b>(VK)</b>	Staff Side Representative
Katy Kerr	<b>(KK)</b>	Director of Finance
Callum MacColl	<b>(CM)</b>	UNISON Representative
Phil McGroggan	<b>(PM)</b>	UNISON Representative
David Rowland	<b>(DR)</b>	Sustainability and Modernisation (SAM) Programme Director

**In Attendance:**

Elizabeth Forsyth	<b>(EF)</b>	Strategic Planning Programme Manager
Anne Marie Kerr	<b>(AK)</b>	Senior HR Business Partner
Amber Murray	<b>(AM)</b>	EA to Chief Operating Officer / Chief Officer
Anna Tuite	<b>(AT)</b>	Workforce Engagement Manager – Dumfries and Galloway Council

## **1. APOLOGIES FOR ABSENCE**

Apologies were received from Claire Brown, Lillian Cringles, Julie White and Alice Wilson.

## **2. DECLARATIONS OF INTEREST**

No declarations of interest were noted.

## **3. MINUTES FROM PREVIOUS MEETING – 5<sup>th</sup> DECEMBER 2019 & 3<sup>rd</sup> SEPTEMBER 2020**

Both minutes were agreed as an accurate record, members noted these minutes were from a while ago.

## **4. ACTION LOG AND ROLLING AGENDA MATRIX**

The action log and rolling agenda matrix will be updated accordingly.

## **5. SAM UPDATE**

DR confirmed this report provides an update from the last Tactical Priorities Oversight Group which oversees some of the work which sits within the remit of the Sustainability and Modernisation Programme.

A 3.5 day process mapping event took place over the last few weeks. There is still a lot of work to do to develop the new ways of working and to bring Home Teams together, this is a positive step over the last week.

Ophthalmology change is a small change but is significant and approx 14 of the 90 practices are participating in this. Seeking funding for this for the future will be updated on as we go forward.

The Dementia work has been a priority since August 2020, and the focus was for access of diagnostics and post diagnostic support. Crucially this must be linked with Home Teams.

FG asked around SAP, will the Professional Health Advisor Role be rotational. DR confirmed this is still being worked on but an individual will rotate to support staffing, concerns are being discussed around rotational staffing. The staffing model is being reviewed and valued and will be presented to the Tactical Priorities Oversight Group next week.

AF mentioned she is not aware of any staff engagement, and what stage are we at for populating these roles, NH confirmed the process is still ongoing regarding the impact, the process for filling these Team Lead roles will be confirmed. NH

will keep the group posted regarding process and will seek staff side advice once we have some further information available.

DR will pick up a discussion with the project team and will include AHP involvement in the processes.

**Decision(s):**

**Integration Partnership Forum Members:**

- **Noted the progress against each of the tactical priorities.**

**6. STRATEGIC COMMISSIONING PLAN**

EF attended and shared a presentation to members, the easy read consultation went out on Friday 28th May 2021. AM will share this presentation with members for information.

Members confirmed that the easy read document is a great piece of work.

**10:26am CC joined the meeting**

**10:29am VK left the meeting**

FG mentioned the pictures that have been used are catalogue, could we include any real life local individual photographs, and EF will pick this up with the group.

In terms of Community Based Service and Prevention for individuals at crisis point, EF mentioned that all support earlier in the journey is being reviewed with different ways of supporting. This is part of the plan going forward, and Community Based Services may review this.

PM highlighted there is nothing within the plan regarding staff side, monitoring services that are required to commission. EF mentioned the individuals in charge of the commissioning services would pick this up, this will be picked up with management and linked with the D Feeley report. NH asked how do we focus on workforce and get this communication out internally, during the engagement period a high number responded to the survey.

**10:38am AT and VK joined meeting**

VK mentioned to EF that individual trade unions could consider inviting you to their branch meetings.

Communication in this process is key, as sign posting individuals is a difficult avenue as not everyone knows where to be directed. AF also echoed this comment.

DR mentioned a much wider range of opportunities in the community is being explored. Our community is a caring community and this is how we see this process working.

AT mentioned that James McDowall is unable to access the meeting James asked me to mention to you that he has contacted our Payroll manager to hopefully have the SCP wording on Dumfries and Galloway Council payslips.

**10:59am DR left meeting**

The animation within the presentation was shared to colleagues, EF confirmed this has not been formally approved so this user testing.

**7. AOCB**

No AOCB was noted or discussed.

**8. DATE AND TIME OF NEXT MEETING**

The next meeting will be Thursday 2<sup>nd</sup> September 2021 at 10am – 12pm