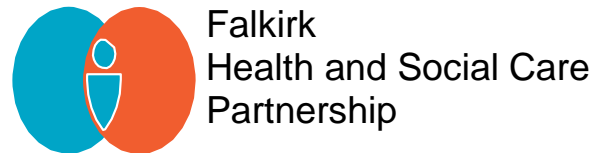


AGENDA ITEM

16



MINUTE OF MEETING

Meeting: Falkirk Health & Social Care Partnership Joint Staff Forum

Date: Wednesday 24 October 2018 at 9.30 am

Venue: Denny Town House Conference Room

Present: Linda Donaldson Director of HR NHS Forth Valley (LD) (Chair)
Patricia Cassidy, Chief Officer Falkirk Health & Social Care Partnership (PC)
Gordon Irvine, Unite, Falkirk Council (GI)
Robert Clark Unison NHS Forth Valley(RC)
Karen Algie, Head of HR, Falkirk Council (KA)
Matt McGregor, Unison Falkirk Council (MMG)
Michelle Campbell (Minutes) (MC)

Item	Action
<p>1. APOLOGIES Joe McElholm, Head of Adult Services, Falkirk Health & Social Care Partnership (JME) Kathy O'Neill, General Manager NHS Forth Valley (KON) Christina Lambie, GMB Falkirk Council (CL) Raymond Smith, GMB Falkirk Council (RS)</p>	
<p>2. MINUTES OF 29 AUGUST 2018 and MATTERS ARISING Agreed.</p>	
<p>2.1. Staff Engagement Sessions still to be organised.</p>	
<p>2.2. Older Adults Joint review of adult services to be undertaken.</p>	
<p>2.3. Action Log Agreed to compile an action log.</p>	MC
<p>3. STANDING ITEMS</p>	
<p>3.1. Homecare Review is still underway. Inspection report was submitted to October IJB. Improvement plan is monitored by Leadership Team and Clinical and Care Governance Committee.</p> <p>A permanent HR absence post is in place to work with managers on absence. Inspection highlighted continuity of care, sickness absence has been a significant factor in providing continuity as rotas are changed at short notice.</p>	

Item		Action
	<p>GI has received positive feedback from staff who are returning to work, and noted the progress being made. HR absence manager is meeting with TU's next week. An absence review to be undertaken across the Council. TU's are asked to highlight areas of service where absence needs improved.</p> <p>Health are looking at setting up drop-in clinics for managers and TU's to look at supporting people back to work. KA and LD to link in to see what can be learned.</p>	
<p>3.2.</p>	<p>Integration/Locality Structures</p> <p>Paper was submitted to IJB 5 October 2018 and recommended that a Shadow Management Team be set up to undertake the following pieces of work:-</p> <ul style="list-style-type: none"> • Locality structure • Communication plan • Project plan risk and issues log • Transitions plan <p>TU's invited to attend a workshop with the Shadow Management Team.</p> <p>AHP staff are voicing concerns over the transfer to HSPC and how they will be managed. Group acknowledged how critical AHPs are in keeping people at home. PC informed that an Independence Clinic is to be set up and include AHPs. This will be included in discussion regarding hosting.</p> <p>Agreed the communication work needs to be done as soon as possible.</p>	<p>MC</p>
<p>3.3.</p>	<p>Day Services</p> <p>Younger Adults</p> <p>Camelon Day Service has now closed and Bainsford will close end of October. PC highlighted Dates and Mates who organise events for younger adults with learning disabilities as a good example of improving service and providing an opportunity for service users to be part of the community. Elected Members are receiving positive feedback from the communities.</p> <p>Work is now required on how we work with families to move to independent living. Discussions with housing about what accommodation will be required.</p> <p>Changing Places toilets are now in place, Mariner Centre, Grangemouth Sports. Work continues on having these facilities also in Carronbank, FVRH, and Forth Valley College as well as looking at funding for the Helix. Capital funds are being used to build on infrastructure.</p> <p>Older Adults</p> <p>There is to be a joint review undertaken.</p>	

Item	Action
<p>3.4. Feedback Trade Unions Not enough communication about integration. Group understand where concerns raised by staff. RC has been part of the work for the Stirling Care Village. Group are looking at lessons learned and how to improve communication. RC will bring back debriefing to this group for information.</p>	RC
<p>3.5. Community Services Directorate Majority of services are in-scope.</p> <p>Primary Care Transformation Plan is in place as part of the GMS contract.</p> <p>Community pharmacist recruitment has taken place. There are 60 WTE people in posts, NHS FV received 59 applications and 19 people were employed.</p> <p>Phlebotomy service is being looked at. Currently FV NHS will be responsible for the service, there will be a TUPE transfer. Moving forward next year work is to be undertaken to identify what WTE is required. Of the work undertaken in 56 practices, 8 don't have a dedicated phlebotomist.</p> <p>Dr Sharon Oswald is responsible for development of ANP service. Moving forward with pharmacy and AHP and community psychiatric working in clusters.</p> <p>Community Services Directorate will disband once the transfers take place.</p> <p>PC discussed the possibility of space being used at Carronbank in Denny where District Nurses could be based to free up space with GP practices. Work currently taking place to convert into a HUB for the council where Housing, Social Work, GP's will be based. PC needs a sense of any demand on the space which would be a mobile and flexible working space. LD to raise and come back next week.</p>	LD
<p>4. DRAFT PRINCIPLES FOR WORKING TOGETHER Paper amended and agreed and can be used at an appropriate stage. The paper will be circulated as part of the Communication Plan.</p>	
<p>5. AOCB</p>	
<p>5.1. Linda Davidson will attend JSF meetings as she will be Falkirk HSPC nominated HR person.</p>	
<p>6. DATE OF FUTURE MEETINGS 12 December 2018 at 2.00 pm TU's pre meeting, 2.30 pm Joint Staff Forum RC to chair.</p>	