



# Note of Meeting

**Meeting:** Falkirk Health & Social Care Partnership Joint Staff Forum

**Date:** 3 April 2019 at 2.00 pm

**Venue:** Denny Town House Boardroom

**Present:** Patricia Cassidy, Chief Officer, Falkirk HSCP (PC) (Chair)  
Karen Algie, Head of HR, Falkirk Council (KA)  
Linda Donaldson, Director of HR and NHS Forth Valley  
Joe McElholm, Head of Adult Services (JME)  
Christina Lambie, GMB, Falkirk Council (CL)  
Susan Crook Unison, Falkirk Council (SC)  
Michelle Campbell, Falkirk HSCP (MC) (Minutes)

**Apologies:** Linda Davidson, Associate Director of HR NHS Forth Valley (LD)  
Kathy O'Neill, General Manager NHS Forth Valley (KON)  
Gordon Irvine, Unite, Falkirk Council (GI)  
Roger Ridley, Unison, Falkirk Council (RR)  
Robert Clark, Unison NHS Forth Valley (RC)

Item	Action
1. <b>NOTES OF MEETING 6 FEBRUARY 2019</b> Christina Lambie (CL) not GL as noted in the minute.	
2. <b>MATTERS ARISING</b>	
2.1. The Special IJB budget meeting on 28 March 2019 approved £2.7m savings.	
2.2. Debrief for Stirling Care village – outstanding action for Robert Clark.	RC
2.3. <b>Carronbank</b> PC has a meeting to discuss potential accommodation for West Locality and HQ. There are various services currently within Carronbank including the Health Centre, District Nurses and Housing as well as Adult and Children Social Work Services.	
3. <b>STANDING ITEMS</b>	
3.1. <b>Integration/Locality Structures</b> The outline structure which includes two Heads of Integration was approved at the February IJB.	



Item	Action
<p>Adverts have been posted on myjobscotland and NHS jobsite for two Head of Integration and two Locality Managers posts. Tweets and LinkedIn posts have also been circulated. The closing date is 15 April 2019 with interviews scheduled for 13 and 14 May 2019.</p> <p>A shadow management session which included Service Managers and TU's was held last week. A further shadow management session to include Team Managers will take place to look at localities. JME had positive feedback from the service managers.</p> <p>A series of briefings for staff will be organised.</p> <p>It is hoped that people will be in post before JME's retirement and have the management structure in place by the end of the summer.</p>	
<p>3.2. <b>Homecare</b></p> <p>There have been two staff engagement events for homecare held with another four scheduled. We have received positive feedback from staff who can see how much the service has improved.</p> <p>There has been a follow up inspection which has been extremely positive and grades have moved from 2's to 4's. This is a great achievement for the service. Service users have been very positive about the improvements within the service, the report is due to be published. It is the ambition of the service to move to 5's. The inspection was undertaken using the new Health &amp; Social Care Standards.</p> <p>The service is still in the early stage of implementing the new shift patterns which is being welcomed by staff and provides service users with much more consistency. Work is nearly complete with the move to extended personal carers from traditional home help.</p> <p>PC acknowledged the amount of work undertaken by the service manager prior to her retirement but recognising that there is still a lot of work to be done. Interim management arrangements have been put in place until Locality Managers are in post. Nikki Harvey (NH) is taking on this remit.</p>	
<p>3.3. <b>Adult Services</b></p> <p>Summerford has also been re-inspected and the grades have moved from 1's to 3's. The inspector had confidence in the service making the improvements quickly.</p>	
<p>3.4. <b>Feedback from Trade Unions</b></p> <p>Trade unions did not have any specific issues to raise.</p> <p>CL queried whether more staff engagement events will be held to include other parts of the service including care home staff, community care teams, MECs and Housing with Care which would be welcomed.</p> <p>PC highlighted that once on localities are in place this will bring opportunities to work across the various part of the service.</p>	



Item	Action
4. <b>AOCB</b>	
4.1. <b>Chair of Next Meeting</b> SC to contact RR to ask if he would be agreeable to chair the next meeting as a new representative on the group.	
4.2. <b>Rowans Service</b> JME informed the group that the current short break service which is located within the Rowans needs to be relocated due to structural work required. JME will present a paper to IJB for the short break service to be relocated to Thornton Gardens, previously a care home run by Bield. This would enhance the current provision, the building will be fully refurbished. The service manager has consulted TU's and consultation evening is scheduled to discuss the proposal with service users, parents and carers.	
5. <b>DATE OF NEXT MEETING Wednesday 29 May 2019 at 2.00 pm</b>	