

**Scottish Partnership Forum Secretariat**

**18 August 2015**

**Conference Room A, St Andrews House, Edinburgh**

**Minute**

**Present:**

Theresa Fyffe – Royal College of Nursing  
Jane Hamilton – Scottish Government  
Lilian Macer – UNISON **(Chair)**  
Shirley Rogers – Scottish Government  
John White (attending on behalf of Calum Campbell) – NHS Lanarkshire

**In attendance:**

Diane Campion – Scottish Government  
Janice Lennen – Scottish Government **(Minute)**  
Robyn McCormack – Scottish Government **(Minute)**  
Sir Lewis Ritchie – Scottish Government  
Susan Russell – Scottish Government  
Malcolm Summers – Scottish Government  
Ricky Verrall – Scottish Government

**Apologies:**

Calum Campbell (represented by John White) – NHS Lanarkshire  
Rona King - NHS Fife

**Agenda Item 1 – Welcome, introductions and apologies**

The Chair welcomed everyone to the meeting. Members were informed of apologies (noted above) and that the meeting was quorate.

**Agenda Item 2 – Minutes and summary of action points of meeting held on 14 April 2015.**

The minutes of the meeting held on 14 April 2015 were agreed as an accurate record.

### Action Points

Status of action points was noted and agreed – it was suggested in future that the date of the meeting at which the action point was allocated is noted against the agreed action points.

**Action Point 1 – SPF moving forward:** The Scottish Government agreed to arrange a further meeting for SPF Secretariat members to determine the preferred approach for SPF moving forward before approaching Social Care Partners.

### Agenda item 3 – Out-of-Hours Review

Sir Lewis Ritchie presented an update on the Out-of-Hours review. During the presentation and subsequent discussion the following points were made:

- Sir Lewis Ritchie had attended the SPF meeting held on 9 June 2015 and updated members on the review of the out-of-hours primary care service;
- The review group has undertaken extensive engagement throughout Scotland and have also looked at good practice from across the world through the Reference Group whose membership includes representatives from throughout rUK as well as further afield;
- Emerging findings include a need to do more around career trajectory and help steer people into their 'career best'. There is also a need to do more around recruitment and retention, and to look at capacity in addition to capability. There is also a challenge around encouraging younger GPs into the out-of-hours service as currently the majority of the cover is provided by older GPs nearing retirement;
- As children are a large user group of the out-of-hours service there may be specific recommendations around this group;
- Other recommendations will include the use of multi-disciplinary services possibly delivered from hubs with patients being attended to by Nurses and Pharmacists rather than a GP where that is appropriate. There may also be recommendations around better use being made of NHS and other emergency service's assets and better use made of patient data to enable predictions around patients future care needs;
- Members agreed that currently there are some assets that are underutilised which could be used in a more innovative way to help the Service, particularly in rural areas but pointed out that the Trade Unions and Professional Organisations should be consulted if using other emergency services within the Health and Social Care environment;
- SPF discussed the term 'Hub' and a suggestion was put forward that it may be better to use the term 'network' and/or 'infrastructure' as the term 'Hub' implies co-locating to a different building and this causes anxiety for the workforce. SPF also discussed the merits of co-location verses co-working. It

## SPF

was pointed out that there have been good examples of co-working without having to co-locate;

- The out-of-hours review is expected to report back to the Cabinet Secretary for Health, Wellbeing and Sport in October 2015 and this will highlight pressure points for the Service.

**Outcome:** SPF Secretariat noted the update

### **Agenda Item 4 – Healthier Scotland Conversation: Engagement with Workforce**

Ricky Verrall presented an update on the National Conversation on the Future of Health and Social Care. A paper was circulated in advance of the meeting. During the discussion the following points were covered:

- The Cabinet Secretary for Health, Wellbeing and Sport announced the National Conversation at the NHSScotland Event in June 2015 and it was officially launched on 4 August 2015 in Dundee. This was accompanied by a new website [www.healthier.scot](http://www.healthier.scot) going live. The website includes a video blog by the Cabinet Secretary and will be updated as the national conversation progresses to capture emerging themes, include guest blogs and to provide supporting material for those who want to organise their own events (attached);
- This will be a conversation rather than a debate. The Cabinet Secretary is keen to hear views and find out what matters to individuals, seeking a wide spectrum of thoughts and opinions coming from a wide range of participants;
- The national conversation will go beyond 2020, and connect with the public more widely using the internet and social media and using public friendly language. The first few weeks will be around the following key themes:
  - Care at home and in my community – w/c 17 August
  - Looking after my health – w/c 7 September
  - Care in hospital – w/c 28 September
- The Cabinet Secretary is currently looking at how best to engage and seek views from the workforce. A suggestion was made that engagement could be through the iMatter process and also through NHSScotland National Staffside Representatives and the Employee Directors Group;
- The Cabinet Secretary has expressed a personal vision towards a range of multi-disciplinary services delivered from community “hubs” with quicker access/appointments allowing people to see the right professional earlier, however, it was stressed that no decision has been taken on what form a “hub” might take as Ms Robison wants to hear from the public and workforce first;

## SPF

- Staffside colleagues raised concerns about the term 'Hub' as noted under the previous agenda item and also highlighted that some staff may struggle to include the additional journey times into their working routine;
- SPF members pointed out the need to reach the full population including those from deprived areas;
- People participating in the engagement will be given a follow-up route and feedback will be provided in a variety of ways for example to the individual directly where possible and through the new 'Healthier Scotland' website;
- In the Autumn when the emerging themes are available the Scottish Government will carry out a further round of engagement and will put in place a delivery plan (expected to be provided by the end of the year) around issues that have emerged and this will include joining up various projects such as Seven Day Services, the out-of-hours review and unscheduled care;
- SPF members agreed that they must remain mindful of what this all means for the workforce including within the landscape of integrated services.

**Outcome:** SPF Secretariat members noted the update.

**Action:** Janice Lennen to forward the NHSScotland National Staffside Representatives and Employee Directors Group email distribution lists to Ricky Verrall. **Completed**

### Agenda Item 5 – Review of SPF held on 9 June 2015

The Chair led a discussion on the key issues and action points from the SPF meeting held on 9 June 2015. A paper covering key issues was circulated in advance of the meeting.

**Outcome:** SPF Secretariat members noted the paper and agreed that action points had been allocated correctly.

### Agenda Item 6 - SPF agenda setting for the 6 October 2015 meeting

The cover sheet for this item was circulated in advance of the meeting, highlighting potential agenda items:

The following agenda items were agreed:

- Healthier Scotland Conversation;
- Financial Position of NHSScotland;
- SPF Moving Forward into Integration of Health and Social Care;
- Quality and Patient Safety Issues (If there is anything to update);
- Workforce Planning



**SPF**

The following papers for information were agreed:

- Whistleblowing;
- Our Voice;
- Everyone Matters 2020 Workforce Vision

A suggestion was made to approach presenters for agreement to have power-point presentations circulated to members in advance of meetings.

**Outcome** - SPF agenda agreed for the meeting due to be held on 6 October 2015.

**Action:** The Scottish Government to arrange for Gary Gray to present on 'Fair Work Convention' at the December 2015 SPF Secretariat meeting with a view to taking this to the full SPF meeting in February 2016.

### **AOB**

There was no other business raised.

**Next SPF Secretariat meeting: 8 December 2015, 14.00 – 15.00. Conference Room A, St Andrews House, Edinburgh.**