

Local Implementation Tracker Guidance

The following tracker should be used by Integration Authorities in collaboration with Health Boards and GP sub-committees to monitor progress of primary care reform across their localities, and in line with service transfer as set out within the Memorandum of Understanding.

The **MoU Progress tab** should be used through local discussions between Integration Authorities and GP sub-committee to agree on progress against the six MoU priority services as well as that the barriers that areas are facing to full delivery. Integration Authorities should provide information on the number of practices in their area which have no/partial/full access to each service. The sum of these should equal the total number of practices in each area. Please only include numbers (or a zero) in these cells; comments boxes have been provided to supply further information.

If you are funding staff through different funding streams, for example, mental health workers through Action 15 funding, please include this information in the relevant section so we are aware that you are taking steps to recruit staff in this area.

The **Workforce and Funding Profile tab** should allow Integration Authorities to consider financial and workforce planning required to deliver primary care improvement, and reassure GP sub-committee of progress.

For the workforce numbers and projections, we are limiting our questions to WTE numbers, but are also asking you to provide headcounts for community links workers so that we can monitor progress towards the commitment to 250 additional CLWs. Please fit staff into categories provided as best as possible rather than adding extra columns. Additional explanation of staffing roles can be provided in the comments box.

If you are funding staff through different funding streams, for example, recruiting mental health workers in Action 15, do not record these in Table 1. However, they should be included in Tables 2 and 3 to inform workforce planning.

As in PCIP 4.5 tracker we have included rows at the foot of Tables 1 and 3 (shaded in red) to try and capture future recurring workforce and costs. In Table 1, please include here your estimate of planned spend in 2022-23, which will represent recurring annual spend on the MOU for future years. In a change to last template, use cash costs expected in 2022-23 (rather than stripping out inflationary impacts). In Table 3, please include the extra staff you intend to employ in 2022-23, this will then automatically total, in the line below, to provide recurring staff numbers for 2022-23 onwards.

If there are changes to spend/WTE for the years prior to FY 2021-22, compared to previously submitted trackers, please can you provide notes in comments to explain.

We would also ask that this local implementation tracker be updated and shared with Scottish Government by **29th April 2022**.