

Introduction

Individual staff working alone cannot deliver effective public services for the population of Dumfries and Galloway. We need to work together to ensure that we meet the needs of local people.

We need to make sure that when we work together we have chosen to do so because it is the best way to deliver our services. The Working Together Better Guide is designed to help partnerships, new and current, to look at all the essential components and to help ensure that conditions are set for successful partnership working.

We all have a personal responsibility to ensure that the partnerships we are involved in are effective. Here are some questions that can help you identify whether the group you are part of is working.

For further assistance contact the Planning and Performance Unit. t: 01387 260074 e: ppu@dumgal.gov.uk

Personal Checklist for Effective Engagement

- ✓ Can you immediately say what the purpose of the group is?
- ✓ Are you clear what role you play within the group and what you bring? What does being in the group deliver for you/your service?
- ✓ Is there a clear remit and membership of the group?
- ✓ Is there a schedule of meetings programmed?
- ✓ Are you clear, following meetings or communications, what actions you have to take?
- ✓ Are decisions always translated into action?
- ✓ Are you clear on the progress to date on milestones and outcomes?

You will know you are a member of an effective and efficient group if the following statements are true:

- ✓ You/your service know and agree with the purpose of the Group.
- ✓ It has been discussed and agreed that the most effective way to deliver the collective purpose is through the Group.
- ✓ The structure of the group has been set up to maximise the added value of working together.

- ✓ You understand and agree with the role, remit and responsibility you play in delivering the collective purpose.
- ✓ There is an agreed delivery mechanism for the purpose through an action plan or similar document.
- ✓ The action plan clearly articulates the milestones and outcomes for the Group so that you know what success looks like and therefore when/if the Group can end.

So what do I do now?

Has anything in this Officer Challenge made you question your role in a group? If so, you need to take action:

If you are a member of a group:

- ✓ Have discussions with the lead officer for the group, and either revise your role or identify a more appropriate representative.

If you are the lead for a group:

- ✓ Use the Working Together Better Guide with the group, discuss findings and as a consequence either disband or restructure to ensure efficiency and effectiveness.

If you are setting up a new group:

- ✓ Use the Working Together Better Guide to ensure the preconditions for a successful group are in place from the beginning.

Working Together Better Officer Challenge

Dumfries &

Galloway

Together is
Better

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