



Caroline Sinclair  
Chief Officer  
Orkney Health and Care  
(01856) 873535 ext: 2601  
[OHACfeedback@orkney.gov.uk](mailto:OHACfeedback@orkney.gov.uk)

## **IJB Joint Staff Forum**

**Thursday, 18 January 2018**

**3.30pm**

**Chief Officer's Office, Council Offices, School Place, Kirkwall**

# **Note of Meeting**

**Present:** Alison Skea, Learning and Development Manager, OIC.  
Caitriana McCallum, BDA Representative (Dietetics), NHSO.  
Craig Walker, Senior HR Advisor, OIC.  
Fiona MacKellar, Employee Director, NHSO  
John Trainor, Head of Health and Community Care.  
Julie Nicol, Head of Learning and Organisational Development, NHSO.  
Kendall Kynoch, Senior HR Officer, NHSO.  
Sally George, UNISON Representative, OIC (Chair)  
Scott Hunter, Head of Children and Families, Criminal Justice and Chief Social Work Officer.  
Melanie Slater, Administration Support Manager (minutes).

## **1. Welcome and apologies**

Kathleen McKinnon, BDA Representative (Dental), NHSO.  
Maureen Swannie, Interim Head of Children's Health Services and Service Manager – Children Services.  
Caroline Sinclair, Chief Officer / Executive Director, Orkney Health and Care.  
Terah O'Hagan, Unison Representative, NHSO.  
Caroline Hide, GMB Representative, OIC.  
Mark Vincent, GMB Representative, OIC.

## **2. Minute of Previous Meeting**

The minute was agreed as accurate and was then approved.

## **3. Matters Arising**

There were no matters arising.

#### **4. Refresh of the Strategic Commissioning Plan 2018/2019**

It was reported to the members that the IJB are refreshing the Strategic Commissioning Plan. A draft has been sent to the Heads of Service and Senior Managers for their comments. The updated Plan will be high level and outcome focused.

NHS members requested to have more of an involvement with inputting into the draft Plan, it was suggested that a seminar could be arranged with the intention of feeding into the Plan.

#### **5. Financial Position of the IJB**

At a Finance meeting held on 18 January 2018, it was reported that the latest projections for the end of year financial position is a £0.5M overspend. This is less than anticipated but is still a substantial overspend. There are finance meetings scheduled with NHS and the Council to look at where the possible savings will be in next financial year and the budget will be finalised in February 2018.

The UNISON representative requested a consultation for the full staffing group and expressed concern about losing a Social Work post within the AALDS team. It was clarified that all posts are being vacancy managed in line with the present budget challenge and that the entire Council is going through this process at the moment, the aim is always to retain jobs within both the Council and NHS Orkney.

It was noted that NHS Orkney Finance are keeping 3% aside for salary increases.

#### **6. Membership**

The members agreed to postpone this item to the next IJB Joint Staff Forum meeting.

#### **7. OIC OHAC Staff Survey Feedback**

The members agreed to postpone this item to the next IJB Joint Staff Forum meeting. It was further suggested that this item should be added to the agenda of the Council's next Joint Liaison Group meeting.

#### **8. NHS Staff Survey update**

Members discussed the survey that was sent to NHSO staff. There had been a hope that the survey could be rolled out across all IJB staff. The Senior HR Advisor, OIC explained that both NHS Orkney and OIC have different policies, procedures, sensitive information and confidential issues. It was suggested that the members of this group could look at an area of common ground in terms of sharing future surveys rather than each body doing their own survey. The Learning and Development Manager, OIC confirmed that legally they could not provide OIC staff email addresses to NHS Orkney. Action: Head of Learning and Organisational Development, NHSO to contact other partnerships to see how they approach this issue and report back to the group.

## **9. College Development Network Presentation**

The report was noted. The College Development Network presentation was circulated for information.

## **10. Staff Vacancies in Care Services in 2016**

The report was noted. The members agreed that the report highlighted interesting information and it is clear from the report that Orkney is experiencing the same staff shortage problem occurring throughout Scotland.

## **11. National Health and Social Care Workforce Plan Part 2**

The members noted that the demographics of the workforce within the Plan is similar to NHS Orkney workforce, for example, the high level of female staff. The members noted that there are many staff working in care within Orkney that are working well into their 70's, which is a big issue. With an ageing workforce, there are difficulties for graduates to gain employment. This subject matter will feed into the IJB workforce planning meeting on 22 January 2018.

## **12. AOCB**

The members were updated on information regarding the new Health and Social Care Standards which starts in April 2018. Action: Head of Children and Families, Criminal Justice and Chief Social Work Officer to send the email to the members for information.

## **13. Date and Time of Next Meeting**

Thursday, 26 April 2018  
1530-1700  
Chief Officer's Office, OIC