



INTEGRATION JOINT BOARD (IJB)

Date of Meeting	21 January 2020
Report Title	Engagement and Consultation Protocol
Report Number	HSCP.19089
Lead Officer	Sandra Macleod, Chief Officer
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Consultation Checklist Completed	Yes
Appendices	N/A

1. Purpose of the Report

The purpose of this Report is to advise the Integration Joint Board (IJB) how Aberdeen City Health and Social Care Partnership (ACHSCP) want to engage, consult with and meaningfully involve Staff, Trade Unions, Professional Organisations, and Staff Partnership representatives in the work of the IJB and to seek approval for this approach.

2. Recommendations

2.1. It is recommended that Integration Joint Board

- a) Endorses the proposed principle of how it engages, consults with and involves Staff, Trade Unions, Staff Partnership and Professional Organisation Representatives.



3. Summary of Key Information

- 3.1. The IJB Chair requested a review, at the November 2019 Board, of how the IJB consults with and involves Trade Union, Staff Partnership representatives, and Staff.
- 3.2. Since its inception, ACHSCP has sought to develop meaningful involvement with Trade Unions, Professional Organisation, Staff Partnership Representatives, and Staff.
- 3.3. The overarching principle that the IJB is asked to approve, is that staff (and their representatives) should expect to be involved at the earliest opportunity in any change process or project. Their input into decisions will be sought, so that staff are confident that they will be involved/consulted before any change happens or any change decisions are made.
- 3.4. This principle requires that Managers must always actively seek to liaise with Staff, Trade Union, Professional Organisation, and Staff Partnership Representatives in advance of any change decisions being made, and for Managers and those Representatives to then seek to work together to ensure that staff affected by any proposed changes are involved in the change decisions that affect them. Managers are obliged to engage with Staff and Staff are obliged to take up the opportunity.
- 3.5. This can be further simplified by the principle of 'Nothing About You, Without You'.
- 3.6. The development of this paper has been following discussions with the Aberdeen Joint Staff Forum Co-Chair (Staff-Side) and NHS Grampian HR Manager for Integration.

4. Implications for IJB

- 4.1 Equalities – there are no implications in relation to our duty under the Equalities Act 2010
- 4.2 Fairer Scotland Duty - there are no implications in relation to the Fairer Scotland Duty



- 4.3 Financial – there are no immediate financial implications arising from this report.
- 4.4 Workforce – there are no immediate workforce implications arising from this report.
- 4.5 Legal – there are no immediate legal implications arising from this report
- 4.6 Other- there are no other immediate implications arising from this report.

5. Links to ACHSCP Strategic Plan

- 5.1. This Report links to the implementation of the IJB Workforce Plan 2019/2021 previously approved by the IJB in March 2019

6. Management of Risk

6.1. Identified risks(s)

If the IJB does not adopt and ensure compliance with these principles, there is a high risk that its Transformational Agenda will be significantly delayed by disputes with Union and staff representatives.



6.2. Link to risks on strategic or operational risk register:

None

6.3. How might the content of this report impact or mitigate these risks:

The risk of dispute with Trade Union, and Staff Partnership risks can be mitigated by the process of formal and informal monthly meetings that take place with Management representatives and Trade Union/Staff Partnership Representatives. These can also be escalated to the monthly Joint Staff Forum, Staff Governance Committees and the Programme Boards which oversee ACHSCP Transformational activity.



Approvals	
	Sandra Macleod (Chief Officer)
	Alex Stephen (Chief Finance Officer)