

*Scottish Borders Health & Social Care
Integration Joint Board*



Meeting Date: 23rd September 2020

Report by:	Rob McCulloch-Graham and David Bell
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TERMS OF REFERENCE FOR THE JOINT STAFF FORUM	
Purpose of Report:	To inform the IJB of the purpose and terms of reference of the Joint Staff Forum
Recommendations:	The Health & Social Care Integration Joint Board is asked to: <ol style="list-style-type: none"> 1. Note existing Terms of Reference for Forum 2. Seek a review of the present terms of reference and membership. 3. That a revised terms of reference document be brought to the Strategic Planning Group for noting, and that this be progressed to a future IJB for approval.
Personnel:	The Joint Staff Forum aims to provide an input from all staff within the health and social care partnership into IJB policy and developments. It also serves as a forum for dissemination to staff teams, and to their formal representative agencies.
Carers:	N/A
Equalities:	The forum will discuss issues relating to equalities where this is relevant to partnership staffing issues
Financial:	N/A
Legal:	The industrial relations model for both LA and NHS will be upheld at all times within the Joint Staff Forum
Risk Implications:	Risk exists when forum is dysfunctional or not functioning to the best interests of those services are aimed at therefore essential that we have a fully functional and effective forum. This responsibility sits with both LA and NHS.

1. Background

1.1 The forum was created in 2014 with the enactment of the Joint Bodies Act of Scottish Government, and has sought to provide an active staff voice in all matters of the governance of the IJB and the Health and Social Care Partnership.

The terms of reference for the forum are attached for the board's information.

2. Report

2.1 This paper seeks to inform the IJB Members of the functions and membership of the Joint Staff Forum, which supports the input from all staff into the policy and decision making processes of the IJB.

2.2 The forum has had mixed success in the past in fulfilling this function. It is understood that this has been due to poor attendance mainly from the management side which in turn is most likely caused through a lack of clarity as to how the forum influences IJB policy. This understandably would reduce the priority of the forum's function.

2.3 This paper seeks to ensure that IJB members are aware of the functions of the board and of its importance both in operations of the Health and Social Care Partnership, and in the ongoing strategic development of the partnership.

3. Recommendations

- a) The IJB note existing Terms of Reference for Forum
- b) That the IJB request the forum reviews the present terms of reference and membership.
- c) That a revised terms of reference document be brought to the Strategic Planning Group for noting, and that this be progressed to a future IJB for approval.