 

**Head of Integrated Health and Care (Adults)**

**Perth and Kinross Health and Social Care Partnership**

**Candidate Information Pack**

**Closing Date: 16 June 2024**

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**City of Perth and River Tay**

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**Welcome Message from the Chief Officer**

Thank you for your interest in the role of Head of Integrated Health and Care (Adults) within the Perth and Kinross Health and Social Care Partnership (PKHSCP).

PKHSCP is a caring, compassionate partnership with great ambition for enabling our people to live life well and achieve the very best outcomes. We have a positive track record of inspiring and supporting our workforce through for example our What Matters to You? year-long initiative with the Alliance Scotland. Through this our staff told us what matters to them to assist them to do their very best in public service and we will build on this over 2024/25 in pursuit of the practical and cultural conditions they need.

We are embarking on a new senior leadership structure in which we come together as one team to make integration work for our people and communities. In our new structure we are looking to ensure we have:

* Strong **leadership**, effective **collaboration**, **clarity of purpose** and **strategy**.
* A **motivated** and **collaborative** working culture and cooperative team ethos.
* A **whole-system focus,** building on our localities.
* Teams that are equipped to be **motivated,** successful, and **working in an integrated way** with the right range of **complementary expertise.**
* **Autonomy** and **freedom to innovate** *and* **deliver** within a constantly altering environment.

Together the PKHSCP Senior Leadership Team will lead and manage a broad range of Local Authority and NHS functions associated with services delegated to the Integration Joint Board as set out in the Perth and Kinross Integration Scheme. The population of Perth and Kinross is approximately 153800 and the number of adults and very old people is growing at a rate faster than Scotland which presents a significant challenge to plan for and to meet current and future needs. The area is also characterised by rurality and the challenges of protecting and caring for our dispersed population. The HSCP is responsible for approximately 2000 staff and in addition commissions over £70million of social care services. The combined budget for delegated and hosted services is approximately £280million.

Whether you are employed by NHS Tayside or Perth & Kinross Council, we all come together in the HSCP as one team to deliver high quality health and care and best value for our local communities. If you can think big and drive our vision forward by leading more creative and innovative solutions to meet current and future challenges, we would love to work with you. If this sounds like a partnership in which you want to develop your career and you are enthusiastic and passionate about health and social care, I look forward to hearing from you and welcome informal discussion.

Best wishes



Jacquie Pepper, Chief Officer.

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**Perth and Kinross Integration Joint Board**

Since 2016, work has been ongoing across Scotland to integrate health and social care services in line with the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014. This Act created new bodies, Integration Joint Boards (IJBs), as separate legal entities that were given responsibility for the strategic planning and commissioning of a wide range of health and social care services across a partnership area.

Integrating the planning and provision of care is creating the conditions for partners in the public, third and independent sectors to work more effectively and efficiently together to improve people’s experience of care and their personal outcomes, while enhancing the quality and sustainability of services. As we think ahead to new arrangements associated with the National Care Service, our ambition remains focused on realising the very best outcomes for our population.

The IJB is responsible for the planning of a wide range of services delegated to it by NHS Tayside and Perth and Kinross Council, including key services that are Tayside-wide but better delivered by one partnership such as prisoner healthcare. The IJB has prepared a Strategic Commissioning Plan for 2020-2025 and following a refresh of our Joint Strategic Needs Assessment which identifies changes in need and demand we are due to publish a revised plan for 2024-27 in June 2024.

The Health and Social Care Partnership also works closely with Angus and Dundee IJBs to formulate joint strategic action plans for the Tayside-wide services hosted within Perth and Kinross.

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**Our Vision from 2024**

Our new vision as a Health and Social Care Partnership:

*We want every person in Perth & Kinross to live in the place they call home with the people they love ad things they love, in good health and with the care and support they need, in communities that look out for one another and doing the things that matter most to them*.

This builds on our work to support people to live good and fulfilling lives and is set in the context of today reflecting the challenges that we have faced in recent years and what we know is important to our people. Our ambition is to deliver outstanding services and to improve experiences and outcomes by enabling people to live better lives.

We want to be ambitious and to innovate but we are also planning this at a time of unprecedented increase in demand and complexity of need, when public sector finances are under extreme pressure and significant workforce challenges in key areas. We know if we continue to provide the same services in the same way we will face a significant financial gap and are unlikely to be able to focus sufficiently on prevention and earlier intervention causing whole system pressures and failure demand. We know we need to be transformative in our thinking and the way we organise ourselves.

**Perth and Kinross Health and Social Care Partnership Services**

Across Tayside there are three Health and Social Care Partnerships, aligned to the three local authority areas and reporting to their respective IJBs. Each Integration Joint Board is responsible for the strategic planning and delivery of a range of services that are delegated to them by their Council and by NHS Tayside because they are specific to that geographical area, or that are hosted by one IJB on behalf of all three, because they provide services across Tayside.

The services which are delegated to the Perth and Kinross IJB are noted below:

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| **Delegated Partnership Services** |
| ***Community Care*** | ***Health*** | ***Hospital*** |
| *Services for adults with a physical disability* | *District nursing services* | *Accident and Emergency services provided in a hospital* |
| *Services for older people* | *Substance misuse services* | *Inpatient hospital services:* |
| *Services for adults with a learning disability* | *Primary medical services* | *General medicine; Geriatric medicine; Rehabilitation medicine; Respiratory medicine; Psychiatry of Learning Disability* |
| *Mental health services* | *General dental services* | *Palliative care services provided in hospital* |
| *Drug and alcohol services* | *Ophthalmic services* | *Four In-patient community hospitals* |
| *Adult protection and domestic abuse services* | *Community geriatric medicine* | *Services provided in a hospital in relation to an addiction or dependence on any substance* |
| *Carers’ support services* | *Primary medical services to patients out-of-hours* | *Mental health hospital services except secure forensic mental health services* |
| *Health improvement services* | *Community palliative care services* | *Pharmaceutical services* |
| *Equipment, adaptations, and technology-enabled care* | *Community learning disability services* |  |
| *Residential and nursing care home placements* | *Community mental health services* |  |
| *Care at home* | *Community continence services* |  |
| *Reablement services* | *Community kidney dialysis services* |  |
| *Respite and day care* | *Public Health promotion* |  |
|  | *Allied health professionals* |  |
|  | *Community hospitals* |  |

The following services are hosted by Perth and Kinross HSCP on behalf of the other Tayside HSCPs:

* Public Dental Services
* Prison Healthcare (HMP Perth; HMP Castle Huntly in Perth & Kinross and Bella Unit for women in Dundee)
* Podiatry

These services are funded through budgets delegated from both Perth & Kinross Council and NHS Tayside. Achieving financial balance is becoming increasingly challenging. Together the HSCP Senior Leadership Team will lead and manage a broad range of Local Authority and NHS functions associated with services delegated to the Integration Joint Board as set out in the Perth and Kinross Integration Scheme. The population of Perth and Kinross is approximately 153800 and the number of adults and very old people is growing at a rate faster than Scotland which presents a significant challenge to plan for and to meet current and future needs. The HSCP is responsible for approximately 2000 staff and in addition commissions over £70million of social care services. The combined budget for delegated and hosted services is approximately £280million.

The Partnership is committed to delivering services within the financial resources that are available, and to achieve this significant transformation and efficiency savings will be required. A programme of transformation has been agreed to deliver innovative and integrated services, shift the balance of care, and support a balanced budget. Detailed medium-term transformation programmes have been approved for Core Health and Social Care Service which link to our financial and demand pressures. Three relate directly to services for adults and include: addressing prescribing demands; redesign of our primary mental health and wellbeing services, integrating mental health & substance use services and supporting adults with complex care needs and meeting the ambitions of Coming Home.

The Head of Integrated Health & Care (Adults) will lead, manage and control an integrated service model of both NHS Tayside and Perth and Kinross Council services which provide safe, high quality, person-centred in-patient and community health, social care and protection services for adults across Perth and Kinross.

You will deliver integrated health and care services for adults in accordance with the Perth and Kinross Integration Joint Board’s strategic objectives, commissioning, and delivery plans and in line with both local and national quality, financial, performance and governance targets. You will be responsible for large budgets for health and social care for adults and for integrating these to realise a shift in the balance of care from acute to community. A key responsibility is to ensure that services for adults are designed to meet the needs and profile of our population now and into the future underpinned by an ethos of ambition, integrity, and compassion. With responsibility for strategic planning to meet the needs of adults, you will ensure that this is built around integrated teams, designed with and for people with lived experience and communities avoiding a “top down” approach. Strong and effective whole-system collaborative leadership to drive continuous improvement and highly effective partnership working are essential skills in this role.

You will also have the lead for Adult Support & Protection; Drug and Alcohol Partnership & delivery of MAT Standards; Community Mental Health Strategy & Suicide Prevention; & jointly with the strategic lead for Children, Families and Justice the Council’s corporate priority for Caring & Protecting Vulnerable People.

The post holder will be based at Perth & Kinross Council in 2 High Street, Perth with some capacity for hybrid working. The ability to travel across the large geographical area of Perth & Kinross for business is required.

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**Advert**

**Reference Number**: PKC11435

**Job Title: Head of Integrated Health and Care (Adults)**

(Perth and Kinross Health & Social Care Partnership)

**Grade:** NHS Salary and conditions: Grade 8D (indicative) which is currently £94,345-£98,384 per annum.

Chief Officer Grade Point 34 – Local Government Salary and conditions: £99,064.

**Closing date**: 16 June 2024

Applications are now being sought for the permanent post of Head of Integrated Health and Care (Adults) within the Perth and Kinross Health and Social Care Partnership.

PKHSCP is a caring, compassionate partnership with great ambition for enabling our people to live life well and achieve the very best outcomes.

We are looking to appoint to the role of Head of Integrated Health & Care (Adults) within a new senior leadership structure to strengthen integration and to meet our ambition of outstanding outcomes for our people. If you can think big and drive our vision forward by leading more creative and innovative solutions to meet current and future challenges, we would love to work with you.

The Head of Integrated Health & Care (Adults) will lead, manage and control an integrated service model which provides safe, high quality, person-centred in-patient and community health and social care services for adults across Perth and Kinross. You will deliver services for adults in accordance with the Perth and Kinross Integration Joint Board’s strategic objectives, commissioning, and delivery plans and in line with local and national quality, financial, performance and governance targets. You will be responsible for large budgets for health and social care for adults and for integrating these to realise a shift in the balance of care from acute to community. A key responsibility is to ensure that services for adults are designed to meet the needs and profile of our population now and into the future underpinned by an ethos of ambition, integrity, and compassion. You will ensure that this is built around a locality model of integrated teams, co-designed with and for people with lived experience and communities avoiding a “top down” approach. Strong and effective whole-system collaborative leadership to drive continuous improvement in patient flow for unscheduled health care will be required.

In this role you will lead the following key areas for the HSCP: Adult Support & Protection; Drug and Alcohol Partnership & delivery of MAT Standards; Community Mental Health Strategy & Suicide Prevention; & jointly with the strategic lead for Children, Families and Justice the Council’s corporate priority for Caring & Protecting Vulnerable People.

The HSCP is responsible for approximately 2000 staff and in addition commissions over £70million of social care services. The combined budget for delegated and hosted services is approximately £280million.

The post holder will be based at Perth & Kinross Council in 2 High Street, Perth with some capacity for hybrid working. The ability to travel across the large geographical area of Perth & Kinross for business is required.

**Closing date 16 June 2024.**

**Interviews will be held on 25 & 26 June 2024.**

**CAJE ID: SC06-5882N**

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**Head of Integrated Health and Care for Adults**

**Perth & Kinross Health and Social Care Partnership**

**JOB DESCRIPTION**

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| 1. JOB DETAILS |
| **Post Title:**  | **Head of Integrated Health and Care for Adults**  |
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| **Accountable to:**  | Chief Officer, Health and Social Care Partnership |

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| 2 JOB PURPOSE |
| To support the Chief Officer to transform the delivery of health and social care services for adults in accordance with the principles of the Public Bodies (Joint Working) (Scotland) Act 2014 and to deliver better outcomes for the local population.To lead, manage and control an integrated service model of both NHS Tayside and Perth and Kinross Council services which provide safe, high quality, person-centred community health and social care services for adults across Perth and Kinross.To deliver integrated health and care services for adults in accordance with the Perth and Kinross Integration Joint Boards strategic objectives, commissioning, and delivery plans and in line with both local and national quality, financial, performance and governance targets.To be responsible for large budgets for health and social care for adults and for integrating these to realise a shift in the balance of care from acute to community and to ensure a sufficient focus on prevention and early intervention.To ensure that services for adults are designed to meet the needs and profile of our population now and into the future underpinned by an ethos of ambition, integrity, and compassion. In collaboration with Strategic Leaders and Senior Officers in NHS Tayside and Perth and Council lead for the HSCP on the protection and care of our most vulnerable people.To be responsible for strategic planning to meet the needs of adults, ensuring that this is built around a locality model of integrated teams, designed with and for people with lived experience and communities avoiding a “top down” approach.To lead staff through service redesign and transformational change to improve efficiency and effectiveness of 24/7 health and care for adults across the various presentation of need. To be responsible strong and effective whole-system collaboration to result in the best possible outcomes for our citizens including working with hospital medical and operational management to drive continuous improvement in health and social care for adults.To work closely with the Perth and Kinross Integration Joint Board and senior officers in NHS Tayside and Perth and Kinross Council, contributing to and participating in the setting of strategic priorities and objectives.Ensure governance responsibilities are discharged effectively and working in collaboration with professional leaders for nursing, allied health and social work and social care ensure that there are suitable and effective arrangements for quality assurance and clinical and professional governance. Provide high quality reports to the Integration Joint Board, its sub-committees, Council and NHS Board meetings.  |

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| 3. DIMENSIONS |
| 1. Manage a broad range of Local Authority and NHS functions and services for adults which are delegated to the Integration Joint Board as set out in the Perth and Kinross Integration Scheme.
2. The population of Perth and Kinross is approximately 153800 and the number of adults and very old people is growing at a rate faster than Scotland which presents a significant challenge to plan for and to meet current and future needs.
3. The HSCP is responsible for approximately 2000 staff and in addition commissions over £70 Million of social care services. The combined budget for delegated and hosted services is approximately £280 million.
4. Services for adults are provided across the network of teams and services for
	1. Learning disability
	2. Mental health
	3. Physical Disability
	4. Community Substance Misuse/Addictions
	5. Access and front door services
	6. Adult Support and Protection
	7. Care Homes and Care Services for Adults
	8. Out of hours social work services
	9. Suicide Prevention
	10. Community Mental Health Strategy
	11. Prisoner Health Care across Tayside
	12. and with partner agencies including the Voluntary Sector, Independent Sector and Community Planning Partners.
5. The post will be responsible for the leadership and management of a large multi-disciplinary workforce of approximately 400 people.
6. The post will be responsible for a budget to support the delivery of integrated services for adults of approximately £48m.
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| 4. ORGANISATION CHART |
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| 5. KEY RESULT AREAS & RESPONSIBILITIES |
| **GENERAL** * As a member of the PKHSCP Executive Management effectively engage with IJB Members, NHS Board Members and Elected Members on an ongoing basis, providing support and advice with an awareness of the strategic and political context for services for adults and within a complex governance environment.
* Under the auspices of the IJB, the HSCP is responsible for planning, managing, and delivering community and hospital health and social care services for the population of Perth and Kinross. It is responsible for performance, quality and financial management and control and the delegated authority to delivery integrated health and social care services.
* This post will create opportunities and capacity to deliver services for adults more innovatively, effectively, and efficiently involving NHS Tayside, Perth and Kinross Council, Scottish Prison Service, Alcohol and Drug Partnership, Adult Protection Committee, independent and third sector providers and relevant stakeholders including people with lived experience.
* Shape service to meet local needs by directly influencing NHS Tayside, Perth and Kinross Council and Community Planning Partners.
* Deliver a strategic plan for adults ensuring that this is in line with the IJB Participation and Engagement Policy.
* Deliver services in line with the IJBs strategic plan and integrate health and social care service in the community and between acute hospital and community care.
* Work to improve health outcomes and tackle inequalities in health and promote policies that address poverty, deprivation and which protect the public.
* Have delegated responsibility for services for adults and meeting efficiency targets, improving service delivery and achieving a balanced budget.
* Represent PKHSCP internally and externally including deputising for the Chief Officer as required. Ensure an ongoing understanding of the wider political and reputational elements of PKHSCP’s activity, contributing to local, regional, and national meetings, reviews, and networks.
* Deputise for the Chief Officer in their absence.

**Service Delivery*** Responsible for the development, planning and delivery of safe, person-centred, and high-quality health and social care services, including hosted services.
* Responsible for highly effective front door service for the HSCP ensuring that there is a high quality of response to our citizens which keeps them safe, protects them from harm and meets their needs in the most effective way.
* To provide leadership to the commissioning and procurement of appropriate health and care services for adults from external providers.
* Direct line management of a service management team.

**Resource Management*** Responsible for the effective management of assets and resources and for sound budgetary management of large budgets to support integration of health and social care at the point of delivery.
* Work with managers in NHS Tayside and Perth and Kinross Council to ensure that there is adequate provision of capital assets and suitable premises to support the delivery of safe and effective care.

**Staff Governance and Partnership Working*** Ensure that there are effective arrangements for workforce planning to support the delivery of services for adults and ensure that there is sufficient workforce capacity and a supporting culture to both transform and sustain service delivery.
* In accordance with the relevant HR policies and procedures of NHS Tayside and Perth and Kinross Council, direct and control recruitment, selection, training, development, management, and motivation of employees to ensure the highest level of performance in health and care services for adults.
* Lead and manage the relationships with representatives for Partnership, Trade Unions, and professional bodies to achieve a collaborative, problem solving approach to service design, development, and delivery.
* Ensure that there is a clinical and care governance framework which assure safe, effective, and person-centred services for adults.

**Service Modernisation and Integration*** Promote a culture of continuous improvement through self-evaluation, best value, performance management and best practice to achieve the aims of the IJB and the HSCP.
* Lead the integration of services across the NHS and Council and strengthen partnership working with independent and voluntary services.
* Promote the conditions for and the implementation of ethical commissioning of integrated services for adults.

**Risk Management*** Ensure that HSCP services are fully integrated into the clinical and care governance arrangements for NHS Tayside, Perth and Kinross Council and the IJB and that procedures for monitoring, reporting, managing, and escalating risk are robust and consistently applied.

**Quality Management*** Ensure that the clinical and care governance framework is implemented across all areas and teams to ensure safe and effective practice and person-centred delivery including compliance with infection, prevention and control and environmental standards.
* Ensure that health and safety is a priority and supported by rigorous application of agreed processes.

**Professional Leadership*** In conjunction with the Council’s Chief Social Work Officer, the HSCP Clinical Director and Allied Health Professional Lead, Nurse Director (Partnerships) and HSCP Lead Nurse, ensure robust reporting to NHS Tayside Care Governance Committee, Perth and Kinross Council Scrutiny Committee and IJB Audit and Performance Committee.
* To take a lead for the HSCP in relation to the fulfilment of statutory duties and functions required for highly effective adult support and protection arrangements.
* To ensure that the HSCP is effectively represented in community safety, alcohol & drug, and public protection partnerships.

**Communication*** A high level of written and verbal communication is requires using a variety of media.

**Other*** Deputise for the Chief Officer as required.
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| 6. ASSIGNMENT AND REVIEW OF WORK |
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| This post is directly accountable to the Chief Officer and has a high level of autonomy. The post holder works under broad direction, within the parameters of Government priorities and national/local policy direction for health and social care. The post also has scope to operate freely within Perth & Kinross IJB’s strategic framework, to which the post holder contributes as a member of the Senior Leadership Team. Review of performance in the post is undertaken through the agreement of performance objectives and individual performance appraisal undertaken by the Chief Officer. The post holder is responsible for ensuring delivery of those objectives and agreed outcomes while ensuring statutory responsibilities of Perth and Kinross Council and NHS Tayside are met. Formal review will take place at midyear and year end. Update of objectives and review of progress will be through regular 1:1 meetings with the Chief Officer.The postholder is expected to lead and manage their teams and resources to meet agreed outcomes as set out in the Perth and Kinross IJB Strategic Plan and 3-year budget parameters.The postholder is expected to:* anticipate problems and where possible identify and implement solutions prior to them impacting on service delivery.
* make decisions which may be highly complex, conflicting, and consisting of several components e.g., negotiating with colleagues in acute care to deliver secondary care in ways which support a shift in the balance of care to the community.
* to devise innovative solutions to a variety of complex, multi-faceted service and managerial matters which will enhance and increase the quality of services and outcome for the adult and vulnerable adult population e.g., working with external partners to deliver high quality services in alignment with the statutory sector.
* To make decisions on complex staffing and employee relation matters e.g., reprovisioning of services or moving sites and dealing with organisational change.
* To oversee organisational transformation programmes which support integrated working, efficient and effective delivery e.g., care at home review.

Workload management is self-directed and the responsibility of the post holder. The post holder is required to prioritise workload to support Chief Officer and Integration Joint Board to ensure all the demands of the Integration Joint Board are understood and all necessary deadlines are met. |

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| 7. PHYSICAL DEMANDS OF THE JOB |
| 1. High degree of personal resilience, especially in relation to the interpretation and application of complex health and social care policies and decisions, often at times of significant organisational change and in a politically driven environment.
2. Requirement for speed, accuracy and attention to detail that modelling work involves. Whilst the office environment is relatively comfortable there can be prolonged periods of exposure to VDU/keyboard in combination with the concentration and thinking that the role involves.
3. The post will require periods of concentration in order to complete Integrated Joint Board reports whilst being able to respond to requests for information/advice on a frequent basis.
4. The post will be responsible for a large body of staff and may be required to deal with sensitive personal or disciplinary issues.
5. There will be a requirement to travel between various sites across Tayside for meetings.
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| 8. QUALIFICATIONS and/or EXPERIENCE SPECIFIED FOR THE POST |
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| **QUALIFICATIONS*** Recognised professional qualification relevant to health and social care and professional registration with regulatory body.
* Recognised management qualification and/or equivalent evidence of successful senior leadership/management roles
* Qualified to University Degree level.
* Relevant post graduate qualification
* Understanding of integrated working and the current social care, primary care, and intermediate care agendas
* Proven track record of demonstrating leadership behaviours and values.
* Experience of developing, leading, and maintaining positive multi-disciplinary working relationships
* High levels of strategic thinking, influencing, negotiating and partnership working skills combined with a visible and dynamic leadership.
* Significant senior management experience in a leadership role within the NHS or Council in a role involving complex service, financial, operational and staff management.
* Significant experience of informing, influencing, and implementing strategy
* A proven track record of achievement in managing complex service change with experience of leading large-scale projects and improvement programmes and for achieving results.
* Significant experience of working at Board level, working with and non-Executive members and Elected Members on complex issues.
* Politically astute, visionary, and tactful/diplomatic.
* Experience of working autonomously and interdependently with external stakeholders
* Evidence of continuing professional and personal development
* Presentation, written and verbal communication.

**PERSONAL QUALITIES*** Demonstration of commitment to organisational values and high quality, person-centred care
* Demonstration of personal resilience with the ability to operate in a high-pressure environment with competing organisational and political priorities.
* Demonstration of effective staff management and leadership qualities
* Excellent presentation and oral and written communication skills
* Excellent interpersonal skills
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| 9. SYSTEMS AND EQUIPMENT |
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| Essential use of Personal Computers(s) and networked systems across NHS Tayside and Perth & Kinross CouncilUse of office equipment: PC, photocopier, printer, telephoneGood knowledge of MS Office suite of software including Outlook, Excel, Word, and Power PointUse of Internet for information and research purposesFamiliarity with NHS and Council financial systems and formats to access and interpret required information. |
| 10. DECISIONS AND JUDGEMENTS |
| 1. Decisions will require to be made where no policies and procedures exist locally or nationally.
2. Expected to manage objectives autonomously.
3. Required on own initiative to develop and produce reports for a range of groups across Perth & Kinross.
4. Required to work autonomously, guided by national policy and regulations, and considering agreed priorities for the Integrated Joint Board, interpreting how these apply to the role.
5. High level of personal and professional responsibility to stakeholders (including senior management, clinicians, and social work teams).
6. Informing future decision making within the Integration Joint Board, interpreting financial information, performance data as required and advising the Director and senior managers appropriately.
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| 11. MOST CHALLENGING PART OF YOUR JOB |
| 1. As a member of the Executive Team the post holder will be required to bring both a corporate leadership perspective and direction to services for adults. They will require to adjust at fast pace to change in a complex environment and where there are often multiple and competing objectives.
2. Working in a politicised environment with partners which may have varying strategic objectives. Persuading and influencing the Partner Bodies to support the resource requirements. Maintaining personal resilience when agreement cannot be reached.
3. The Head of Integrated Health and Care (adults) will of necessity contribute to the strategic management of both NHS Tayside and Perth & Kinross Council, including active involvement with the Community Planning Partnership and the development and implementation of the Council’s Corporate Plan. This is in the context of a rapidly ageing population (faster than the rest of Scotland) which has higher health and care needs, increasing numbers of adults with a disability, experiencing mental health and substance use issues, and a declining population of working age to meet those needs (huge workforce recruitment and retention challenges). All this will be carried out in a politicised environment with partners who have varying strategic objectives.
4. The role will need to strategically plan for and implement solutions to the demographical and geographical challenges in Perth & Kinross within the budgetary and people resources under their direct control. Crucially, the role will also require to influence and lever a significant contribution from NHS Tayside and Perth and Kinross Council along with all community planning partners. The health and care needs of adults will require to be understood and a commitment generated to deliver to meet those needs beyond the limitations of the HSCP budget and resources.
5. The role is key to leading the cultural shift required to achieve true integration, strengthening partnership arrangements and merging two very different cultures to ensure that safe, quality and person centred care and services are delivered in a consistent and equitable basis across Perth & Kinross and Tayside, while effectively managing organisational change.
6. The requirement to deliver more and ensure ongoing improvement in patient experience and health/care outcomes within restricted budgets is complex and requires whole system working across acute, inpatient and community services.
7. Developing and maintaining professional respect from Board members, management, clinical and other colleagues, in order to influence decision making with credibility, and from a sound evidence base.
8. Motivating staff to continue to develop flexible, transferable, professional skills within an environment of constant change and uncertainty; motivate, direct, and prioritise workload of staff to continue to provide a high quality of service in light of the service delivery challenges.
9. Explaining multi-faceted and highly complex financial issues in a clear way to Board members, management, clinical and other non-professional managers.
10. Knowing and understanding both health and social care services, including the respective responsibilities of the Integration Joint Boards, NHS Tayside, and Perth & Kinross Council, and providing clear advice in a complex legislative landscape.
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**Head of Integrated Health and Care for Adults**

**Perth & Kinross Health and Social Care Partnership**

**PERSON SPECIFICATION**

There is an expectation that short-listed candidates will meet the requirements below:

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| **Qualifications & Training** |
| **Essential:*** Recognised professional qualification relevant to health and social care and professional registration with regulatory body.
* Recognised management qualification and/or equivalent evidence of successful senior leadership/management roles
* Qualified to University degree level
* Evidence of continuing professional and personal development
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| **Desirable:*** Management qualification and/or evidence of management courses undertaken
* Relevant post-graduate qualification.
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| **Knowledge & Experience** |
| **Essential:*** Relevant post-qualifying experience of 5-10 years within a complex organisation; demonstrable experience in a senior strategic/operational role including significant budgetary responsibility, planning and policy formulation, and people management.
* Understanding of integrated working and the current social care, primary care, and intermediate care agendas.
* Experience of developing, leading, and maintaining positive multi-disciplinary working relationships.
* High levels of strategic thinking, influencing, negotiating and partnership working skills combined with a visible and dynamic leadership.
* Significant senior management experience in a leadership role within the NHS or Council in a role involving complex service, financial, operational and staff management.
* Significant experience of informing, influencing, and implementing strategy.
* A proven track record of achievement in managing complex service change with experience of leading large-scale projects and improvement programmes and for achieving results.
* Experience of working autonomously and interdependently with external stakeholders
* Demonstrable track record of managing change and in effective collaborate working.
* Demonstrable evidence of effective partnership working with the associated relationship and people management skills.
* Demonstrable strategic planning leadership skills and experience in a large, complex, public sector, multi-functional organisation
 |
| **Desirable:*** Detailed knowledge of relevant policy change in Scotland
* Significant experience of working at Board level, working with and non-Executive members and Elected Members on complex issues.
 |
| **Skills and Abilities** |
| * Ability to lead service redesign for better outcomes and evidence-based change.
* Ability to demonstrate proven track record of achieving positive results.
* Strong leadership and motivational skills which will empower employees and foster a positive and supportive organisational culture.
* Ability to analyse complex problems and identify critical/priority areas.
* Ability to self-direct within a complex changing environment
* Highly developed influencing and communication skills
* Makes difficult strategic decisions and takes responsibility for making things happen.
 |
| **Personal Qualities** |
| * Demonstration of personal resilience with the ability to operate in a high-pressure environment with competing organisational and political priorities.
* Demonstration of effective staff management and leadership qualities
* Creates a positive impact, is credible and commands respect.
* Excellent influencing and negotiating skills.
* Excellent presentation and oral and written communication skills
* Excellent interpersonal skills
* Prepared to challenge existing practices, ways of thinking and working with innovation and creativity.
 |
| **Health & Safety** |
| * Experience of managing Health & Safety in the workplace
* The ability to use office equipment safely and have an awareness of health and safety issues.
 |
| **Health & Physical** |
| * Must be able to cope with the demands of the job and attend on a regular basis.
 |



**Summary of NHS Conditions of Service Head of Integrated Health and Care for Adults**

**General**

The terms and conditions of service for this post are subject to direction by the Scottish

Government.

**Remuneration**

NHS Grade 8D (indicative) which is currently £94,345-£98,384 per annum. Entry point on the salary scale will take account of previous experience. Performance management arrangements and pay progression are subject to direction by the Scottish Ministers as set out in NHS HDL (2007)15 and guidance from the Scottish Government Health Directorate.

**Hours of work**

This post is full-time. Staff holding executive office should be prepared to work such hours as are necessary for the full performance of their duties and responsibilities. For pay purposes, the working week will be 37 hours per week.

**Annual leave**

Annual leave entitlement in a full year will be 41 days inclusive of 8 statutory holidays. The leave year will run from 1 April to 31 March.

**Pension scheme**

The appointment is superannuable under the NHS (Scotland) Superannuable Scheme unless you opt out in favour of some other scheme or are ineligible to join. Your remuneration will be subject to deduction of superannuable contributions in accordance with the scheme. Costs and contributions as well as benefits are available on the SPPA website: www.sppa.gov.uk

NHS Tayside encourages staff to join the scheme.

**Sick pay**

Sickness allowance depends on the length of continuous service and is on a scale ranging from one month’s full pay plus two months’ half pay during the first year of service, up to six months’ full pay plus six months’ half pay after completing five years of service.

**Relocation**

Relocation expenses may be payable to the successful candidate in accordance with the Board’s policy. NHS Tayside will pay up to £8,000 towards removal expenses.

**Induction**

NHS Tayside will work in conjunction with national, regional, and local colleagues to provide a bespoke development package for the successful candidate.



**Terms and Conditions**

Terms and conditions will be in accordance with the Scottish Joint Negotiating Committee for Chief Officials.

**Salary**

Chief Officer Grade Point 34 (CO34) – Local Government Salary and conditions: £99,064

**Hours of Work**

The hours of work are a minimum of 36 hours per week or whatever hours are necessary for the proper performance of this role. A Flexible Working Hours Scheme is in operation.

**Annual Leave Entitlement**

Annual leave entitlement is based on 26 working days, rising incrementally by one day during the first 5 years of continuous service at the commencement of the leave year, to a maximum of 36 days per annum after 30 years’ continuous service. The Council also recognises a total of 6 local and public holidays with an additional day given to facilitate the festive closedown period. This day is fixed and falls on the last working day between 27 and 31 December. An Annual Leave Scheme which recognises service with a range of other employers also applies.

**Pension**

You will automatically join the Local Government Pension Scheme unless you choose to make alternative arrangements.

**Relocation Expenses**

£8,000 based on criteria set out by the Council can be made for allowable expenses.

**Employee Benefits**

As a member of the Perth & Kinross Council Team, you will have access to a wide range of employee benefits provided through our partnership with Vivup, including Cycle to Work Scheme, Low Carbon Car Scheme and Shared Cost Additional Voluntary Contributions. For information on mileage rates for lease cars or Low Carbon Car Scheme, please see Current Mileage & Subsistence Rates.

**Terms of Appointment**

The appointment will be subject to satisfactory references, satisfactory Disclosure Scotland check and medical clearance.

**Notice Period**

The contract may be terminated by giving 3 months’ notice in writing on either side.

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**How to Apply**

NHS Tayside and Perth and Kinross Council encourage applications from all sections of the community. We promote a culture of inclusion across the organisation and are proud of the diverse workforce we have.

We hope the information we have provided will encourage you to find out more about this opportunity. For an informal conversation about the role, please contact Jacquie Pepper on jpepper@pkc.gov.uk.

All applications should be made through Myjobscotland: Perth and Kinross Council myjobscotland

**The timetable for this process is noted below:**

Closing date for receipt of applications 16 June 2024

Shortlisting 17 June 2024

Invitations for interview will be issued by 18 June 2024

Interviews to take place on 25 and 26 June 2024

Those candidates not invited to interview will also be advised by email in due course.

**Interviews**

Interviews will be conducted by a selection panel indicatively comprising:

The Chief Officer/Director of Integrated Health and Social Care Perth & Kinross

The Chief Social Work Officer for Perth & Kinross Council Executive Nurse Director NHS Tayside

**Thank you for your interest in working with the Perth & Kinross Integrated Joint Board, the Health and Social Care Partnership, NHS Tayside, and Perth & Kinross Council.**