DUMFRIES AND GALLOWAY
Health and Social Care Partnership

CHIEF OFFICER

JOB PACK

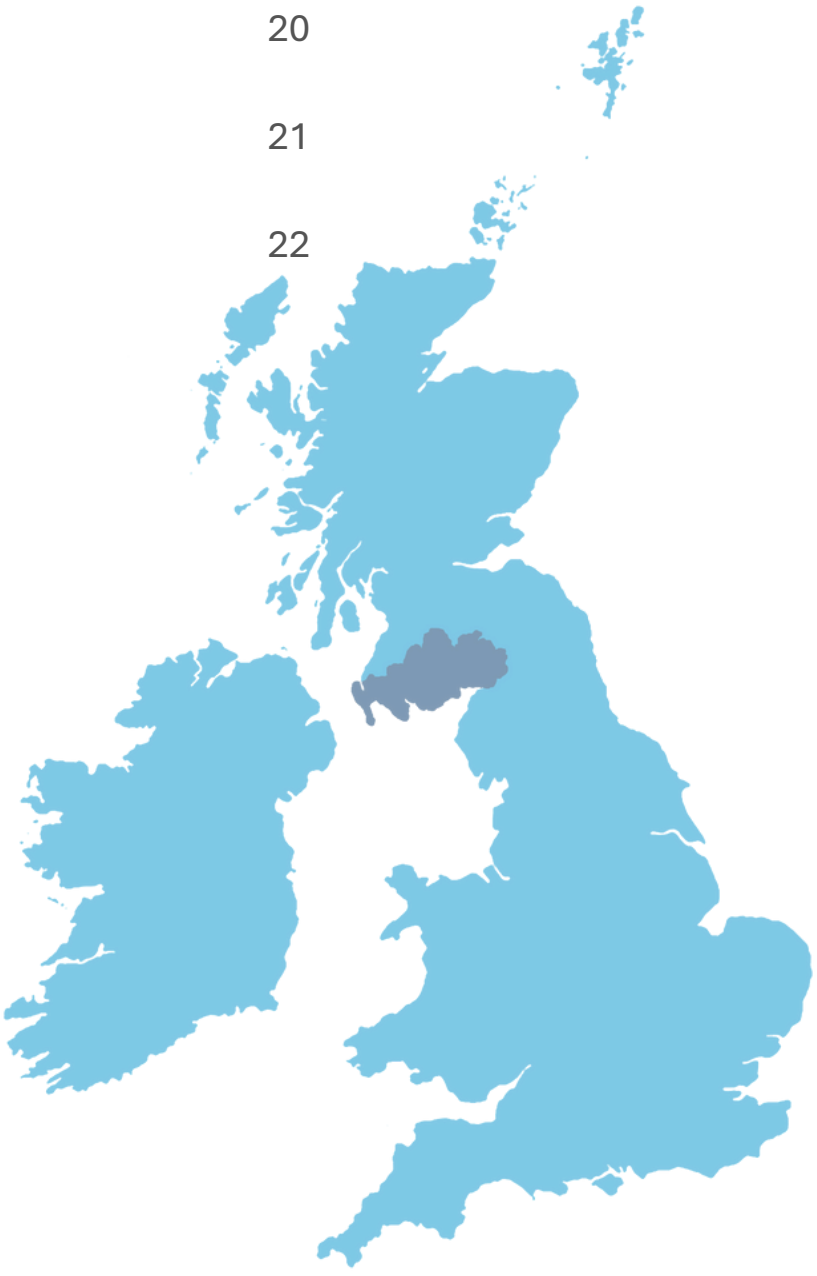
June 2025



Working together for the Future of Health and Social Care

www.www.dghscp.co.uk

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WELCOME

We would like to extend a warm welcome and thank you for showing an interest in the role of Chief Officer for our Integrated Joint Board.

Our Vision, that was co created with our communities,

People living happier, healthier lives in Dumfries and Galloway

continues to remain our vision and focus for the people of the region. We are proud to be leading the change in Scotland for a more integrated model of working across our Health and Adult Social Care Services, where our communities can receive the right health and care services, at the right time, in the right place and by the right people in order to achieve our vision.

You will be stepping into a culture focused on innovation, joint working, community strengths and shifting care closer to home. We have already seen huge transformation and integration across our community led services and we are very proud of the pioneering work our teams have done and continue to do that has made meaningful and tangible improvements for our carers, adult social work, hospital services and more.

We see your role as pivotal in continuing to spearhead the strategic delivery of integrated health and adult social care and directly shaping service provision for some of the most vulnerable in Dumfries and Galloway including carers and adults with disabilities.

Our region, presents distinct challenges - rural geographies, an ageing population, recruitment challenges and significant financial pressures to reduce spend and improve inefficiencies. We recognise the challenges you will face, the support you will require from the leadership team and the strong leadership, communication style and resilience, you will need to take forward the work of the Integrated Joint Board.

As Chief Executives for the NHS and Council we will remain committed to supporting and working with you, our teams, the third sector, independent partners and communities to deliver our vision.

We hope this job pack will give you the information you need to apply to work with us and we very much look forward to meeting you soon.

Julie

Julie White
Chief Executive Officer
NHS Dumfries and Galloway

Dawn

Dawn Roberts
Chief Executive Officer
Dumfries and Galloway Council

About the Partnership



Dumfries and Galloway Health and Social Care Partnership brings together the NHS, Council, Third Sector and Independent Sector.

The Partnership is committed to helping people achieve and maintain their best possible level of wellbeing, and to working in partnership to create, deliver and sustain new models of health and adult social care.

This is a great time to take up the role of Chief Officer, as we continue to develop our plans for the next 3 years and beyond.
We will continue to build upon the excellent work we have already achieved in transforming our services and allocating resources where needed most.

Our focus will remain on reducing health and adult social care inequalities in our region whilst providing support and education to individuals and our communities to take better control of their health and well-being whilst fostering resilience.

Supporting Documents and Links

- IJB-Strategic-Commissioning-Plan-2022-2025.pdf (dghscp.co.uk)
- Item-6-IJB-Financial-Plan-and-Budget-for-20242-25.pdf (dghscp.co.uk)
- https://dghscp.co.uk/wp-content/uploads/2024/07/20240806-APR-Graphics-FINAL.pdf

About D&G Council

Dumfries and Galloway is the 3rd largest council area in Scotland. We deliver services to approximately 148,790 via four main directorates and 6475 staff.

Our Adult Social Work Services Directorate works closely with our NHS, Independent sector and Third sector partners through the Partnership arrangement. The directorate encompasses various specialised teams, including those focusing on adult services, children and families, criminal justice, and homelessness support.

We are proud to have an ambitious plan for all our council services that will hopefully have a positive impact on the health and wellbeing of our local community.



Supporting Documents and Links

- https://www.dumfriesandgalloway.gov.uk/social-care-health
- https://www.dumgal.gov.uk/media/19379/Council-structure/pdf/Post-1-April-2024-DGC-Structure-Chart.pdf?m=1719591853043
- https://dghscp.co.uk/caringdg/
- Dumfries and Galloway Council Plan 2023 - 2028 (dumgal.gov.uk)
- https://dghscp.co.uk/wp-content/uploads/2024/07/Dumfries-and-Galloway-Council-The-Budget-and-Council-Tax-2024-25-2026-27-report-1.pdf

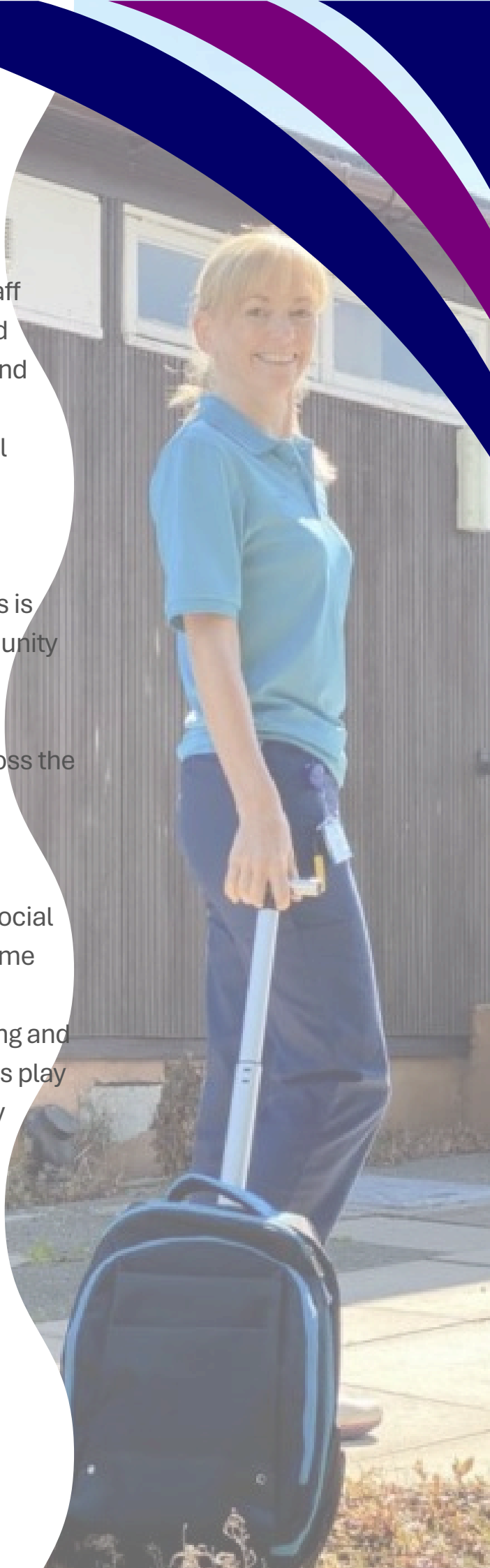
About NHS D&G

NHS Dumfries and Galloway employs over 5000 staff across its various hospital and community sites and services the regions population with both primary and secondary health services.

Our main district hospital, Dumfries Galloway Royal Infirmary (DGRI) was purpose built with 344 single occupancy rooms with en suite facilitates. It is set amongst beautiful countryside in the busy town of Dumfries. Our other acute hospital, offering 50 beds is based in Stranraer and called the Galloway Community Hospital.

Our health board delivers Mental Health, Acute & Diagnostic and Women's & Children's Services across the region from dedicated hubs and GP practices. Our Community Services have undergone huge transformation and now work as integrated multidisciplinary teams with our partners in Adult Social Care under the pioneering and ground breaking Home Teams model.

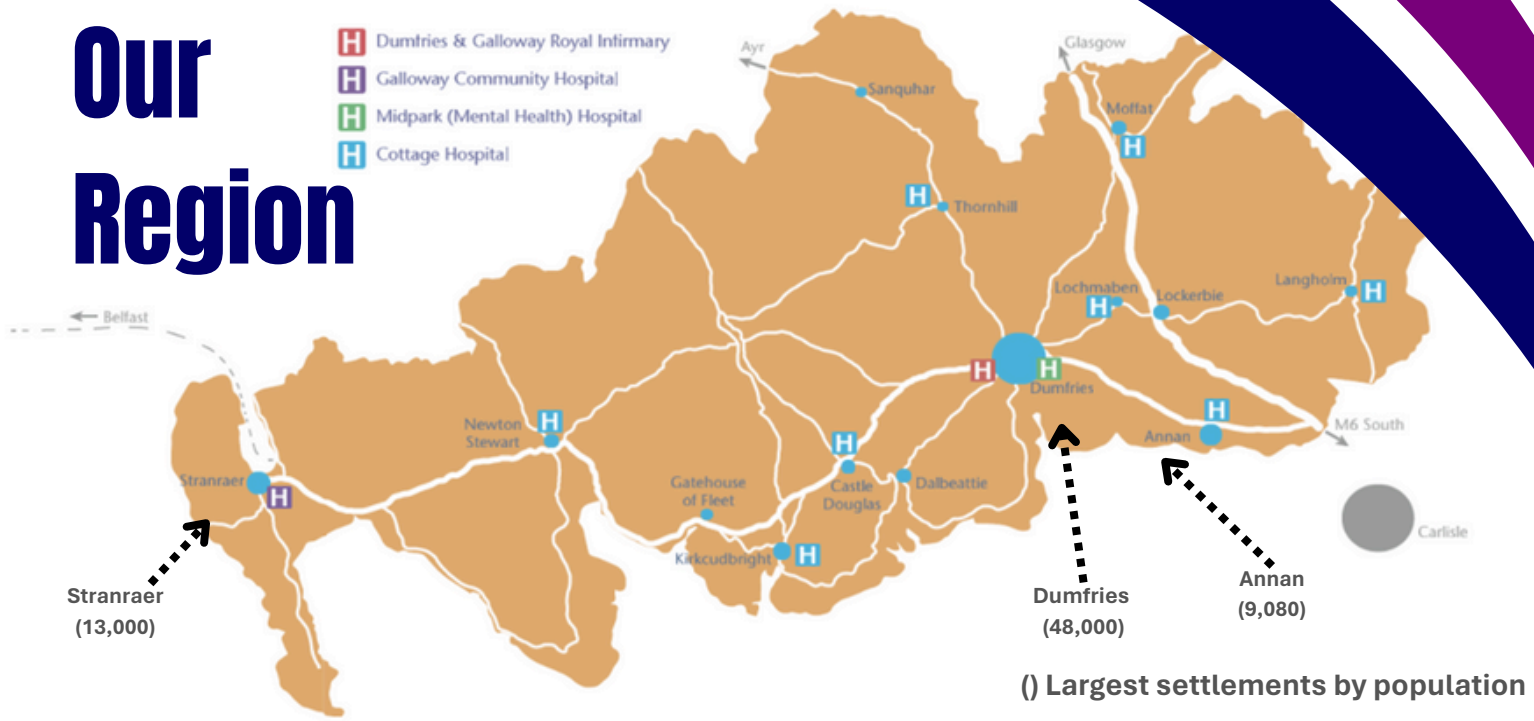
We continue to break ground on new ways of working and are the only Health Board to have our Acute Services play an active role in Community services with the newly designed Hospital at home model.



Supporting Documents and Links

- https://www.nhsdg.co.uk/workwithus/Tactical-Priorities-2024-25.pdf (nhsdg.co.uk)
- https://www.nhsdg.co.uk/wp-content/uploads/2025/05/Strategic-Statement-April-2024-1.pdf

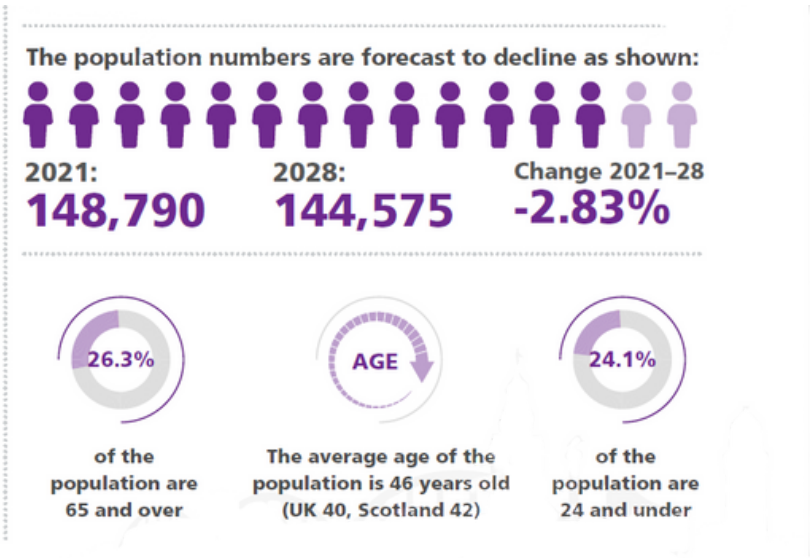
About Our Region



() Largest settlements by population

Dumfries and Galloway is shaped and defined by the people who call it home. They are its lifeblood and reflect the history, heritage and culture of the region.

Our population is dispersed across 6,426km2 of rural areas with a coastline that
extends from Loch Ryan and the North Channel round to the Solway
Firth and the Cumbrian coast in England.



Dumfries and Galloway has a strong sense of community, including a number of operational community councils.

The quality of the landscape has been recognised in the designation of three National Scenic Areas (NSA) and we are a key partner in the Regional Skills Investment Plan – South of Scotland Regional Skills Investment Plan.

For additional information on our region go to www.visitdumfriesandgalloway.co.uk

The Opportunity

Depending on who your current employer is or your preference, you will have an option to be employed under either NHS or the Councils Terms and Conditions which have been summarised below. You will be supported with the relevant HR partner should you be successful in the selection stage to discuss these options through.

Job Title: Chief Officer		**Base: Dumfries - NHS and council offices**
	NHS T&C's	**Council T&C's**
Salary Scale	Executive and Senior Manager - Grade E - £96,982 - £124,871	Chief Officer Level 4 £115,958 to £120,407* *Pay review pending from 1st April 25
Hours	27hrs rising to 36hrs 1st April 2026	37 hours
Holiday Entitlement	27 days rising to 29 after 5 years and 33 after 10 years. Leave runs April to March. There are 8 standard Public holidays which are designated by local NHS boards and may vary from region to region.	24 days rising to 29 days after five years continuous local government service (at the start of the leave year). In addition, there are 11 general and public holidays, seven of which are fixed. Additional annual leave can be purchased.
Pension	NHS Dumfries & Galloway provides its employees with access to the NHS Scotland Pension Scheme, managed by the Scottish Public Pensions Agency (SPPA). Employee contributions for this level o pay would be 12.7%	The Local Government Pension Scheme is available. Employee contributions are based on level of pay and is expected to be 9.5% of pay.
HR Contact	FAO Michael Shrimpton Head of HR dg.hrenquiries@nhs.scot	FAO Stewart Clanachan HR Manager EandCS-PT-HR@dumgal.gov.uk

2. Job Purpose

The Chief Officer as the primary accountable advisor to the Integrated Joint Board (IJB) will :

- have responsibility for the overall strategic leadership and management of delegated functions within the Health and Social Care Partnership.
- be responsible to the IJB for the preparation and delivery of the Integration Scheme and strategic commissioning plan for the Integration Joint Board within an integrated budget to ensure the best outcomes for patients, people who use our services and carers.
- plan and deliver change in both directly managed and externally commissioned services to improve quality.
- focus on the health of the population as well as service provision and ensure that a population focus is reflected in its plans with the intention of reducing inequalities and improving health and well-being.
- ensure effective operational management of the delivery of delegated services across Parent Bodies ensuring a single system approach to delivering positive outcomes for patients and clients
- have leadership responsibility for implementing effective strategic planning arrangements and commissioning plans for those services delegated to Integration Joint Boards in the legislation (Public Bodies (Joint Working) (Scotland) Act 2014 (The Act) and the Regulations and Orders relating to this Act
- direct, lead and be accountable for the effective management and delivery of high quality, cost effective clinical and non clinical services across the H&SCP.
- ensure the effective delivery of national and local strategies, targets and statutory requirements for services clinical and non-clinical services which sit under the IJB.
- lead the design and introduction of integrated systems of Clinical, Care and financial governance, financial reporting and performance and to be accountable to the joint partners for the performance of the Partnership.
- Establish and maintain credibility with Elected Members, Non-Executive Directors, local communities, staff and other stakeholders in relation to the role and function of both the IJB and the HSCP.
- Collaborate and strengthen partnership arrangements by establishing strong relationships with the independent sector and the third sector.

3. Dimensions

The H&SCP serves a population of 145,800 across a predominantly rural area of 2500 square miles. There are 2 significant towns: Stranraer (catchment population c. 20,000) and Dumfries (catchment population c. 35,000) with the remaining population spread throughout the area in small towns and villages.

The NHS Board area is coterminous with that of the local authority, Dumfries and Galloway Council.

The IJB is responsible for the Strategic planning and commissioning of all functions delegated to it by both the NHS Board and the Local Authority. The Health and Social Care Partnership is responsible for the delivery of the range of Health and Adult Social Care Services for Dumfries & Galloway that relate to the functions set out in the Integration Scheme.

The location of Dumfries and Galloway adds to the complexity of both planning and delivering health, social care and health improvement.

Dumfries & Galloway IJB and therefore Health & Social Care Partnership (via the issuing of directions) is responsible for the commissioning of a range of Health and Adult Social Care services for Dumfries & Galloway through the agreed integration scheme which delegates resources for a full range of H&SC services. This post holder will be directly responsible for the proportion of this budget that relates to the functions delegated to the IJB. This is currently under review but will include, as a minimum all of community health and Adult Social Care budgets (circa £280M).

There are over 5000 staff delivering services within the Health & Social Care Partnership who are employed by NHS Dumfries & Galloway and Dumfries & Galloway Council. In addition to this another 5000 staff deliver Health & Social Care within the partnership via the third sector and independent sectors and the post holder is accountable for all of these staff.

3.Dimensions Continued

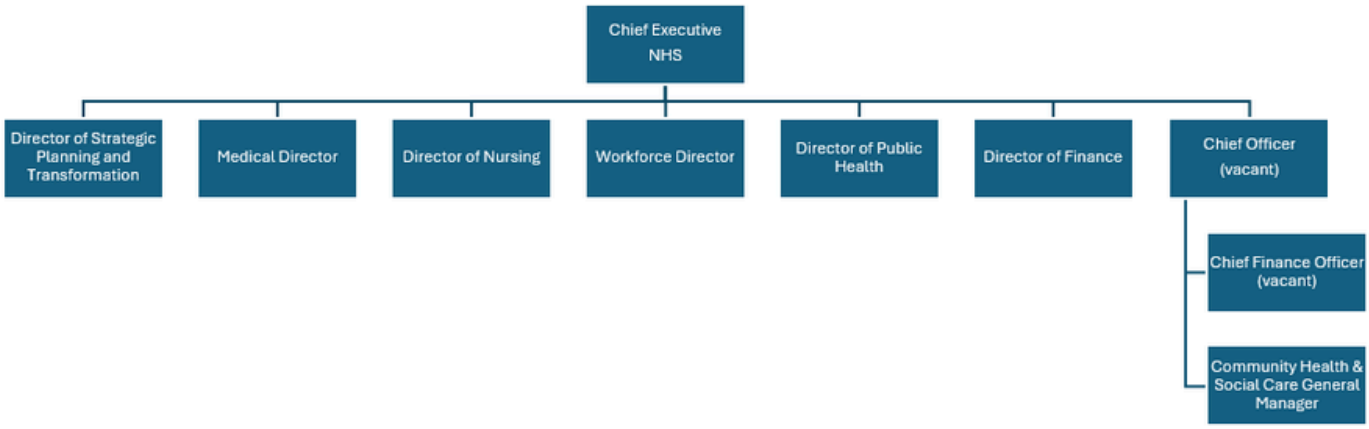
- This post is responsible and accountable for the operational management and delivery of all of the services related to the Integration Scheme as set out above. In this role, the CO leads the Health and Social Care Partnership and is accountable for the delivery of the Annual Delivery Plan, the Financial Plan and the associated service and operational plans. As CO of the HSCP, the postholder is accountable to the NHS Board CEO and the Local Authority CEO.
- This postholder is accountable to the IJB for the Strategic Planning and Delivery of all of these functions and is responsible for ensuring the production and delivery of the Strategic Commissioning Plan.
- The postholder line manages a range of General Managers covering the functions delegated to the IJB as well advisors covering the following

    - Medical,
    - Nursing,
    - Midwifery,
    - Social Work and
    - Allied Health Professions

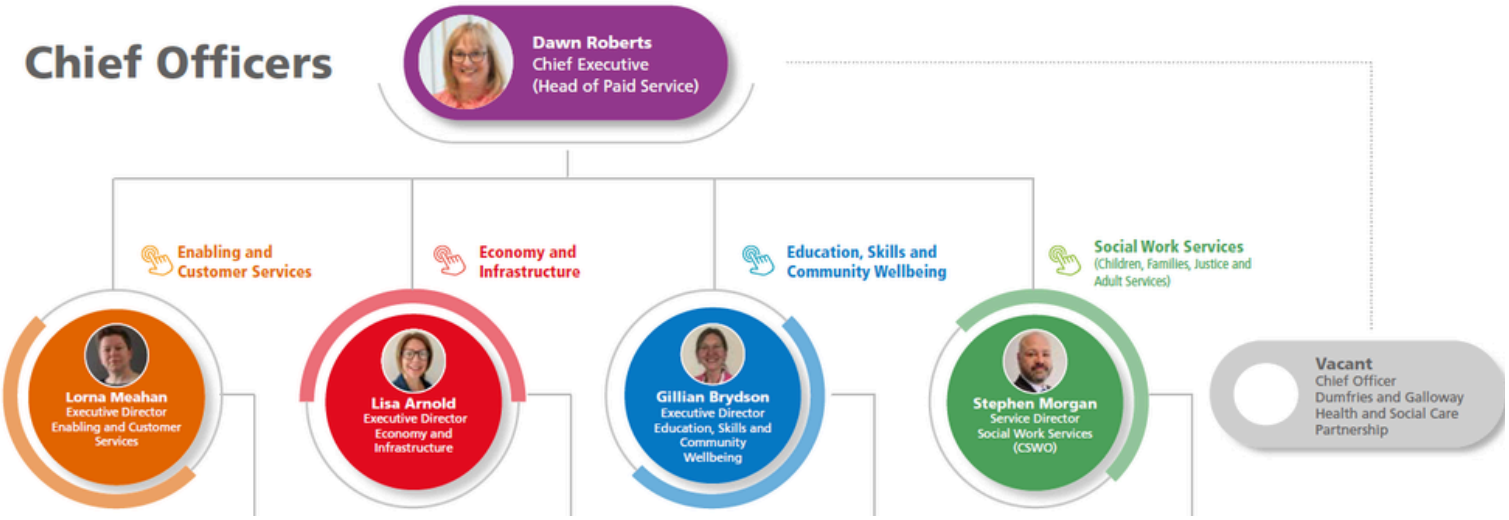
4.Organisational Position

The Chief Officer reports to the Chief Executives of both NHS and Local Authority and receives professional input from the Medical Director, Nursing Director and the Service Director Social Work Services (Chief Social Work Officer).

NHS D&G



D&G Council



5. Role of your Department

- The IJB is responsible for planning and commissioning a range of Community Health and Social care services as well as acute services to meet the needs of the local population.
- The organisational arrangements will include the existing support infrastructure including finance, human resources, organisational development and eHealth. These support functions will be delivered via the Partner bodies.
- The Professional Advisors to the Chief Officer of the Health and Social Care Partnership will include the Service Director Social Work Services (Chief Social Work Officer), Nursing, Medical and Allied Health Professional Advisers
- The provision of integrated and seamless services with a clear distinction between strategy development and operational management and delivery together with a strong focus on performance management at all levels within the system.
- To anticipate future needs and their financial consequences and plan pro-actively for these.
- Develop management arrangements in order to respond speedily and appropriately to the needs and aspirations of local communities in the planning and delivery of services
- Obtain and analyse data to inform local managers and the NHS Board / Dumfries & Galloway Council on the whole system performance of the Health & Social Care Partnership in Dumfries and Galloway. Where appropriate local criteria will be developed to measure aspects of the service to inform decision making and priority setting.
- Close working with line managers to ensure the availability of intelligence to assist their management and decision making processes to ensure value for money in the delivery of services both within the NHS and with the Local authority and other partners.
- Utilise technology to facilitate patient care by speeding up information exchange.
- Build on existing partnership relations with staff, the public and voluntary organisations to facilitate their involvement at all levels of within the Health & Social Care Partnership.

6. Key Results Area

- Oversee organisational arrangements to reflect the responsibility for strategic and locality planning, service delivery and health improvement responsibilities of the Health and Social Care Partnership.
- Ensure planning and commissioning of services meets the objectives of the Strategic Commissioning plan, national and local outcomes and statutory requirements as set out in the Strategic Plan, by providing leadership and direction and effective performance management processes.
- Devise and implement local performance management processes and measures to ensure that managers of the NHS Board and the Local Authority are provided with data on all areas of organisational performance to enable the management of the service to comply with national requirements and local targets and that the senior management team has an overall picture of performance and key areas for action to complement the quality and governance agendas.
- Ensure the delivery of the Strategic Plan and its regular updating in line with the requirements set out in the Integration Scheme and the National Performance Framework .
- Lead the integration of services by developing and securing effective partnership working with a range of key stakeholders including voluntary and private sector providers, trade unions, professional organisations and staff to achieve optimum development of services in accordance with the NHS Reform Scotland Act and Best Value Arrangements.
- Sustain the Health and Social Care Partnership as an effective organisation at partnership wide and locality level with an effective management team and committee arrangements, strong relationships with community and voluntary organisations and strong relationships with elected members.
- Model and further develop critical leadership behaviour skills to achieve transformational change in line with the objectives set out within the IJB strategic Plan.
- Ensure financial and non-clinical activities are managed in ways which minimise risks to patients, service users, staff and the Health & Social Care Partnership.

6. Key Results Area

- Ensure that the Health and Social Care Partnership plays a critical role in the Community Planning arrangements for Dumfries & Galloway delivering any parts of the Local Outcome Improvement Plan which fall to the Health and Social Care Partnership to deliver.
- Establish and implement risk management within the Council and Board's Risk Management Frameworks ensuring a proactive and coordinated approach to both clinical and non-clinical risks.
- Adhere to principles of equal opportunities and non-discriminatory practice, ensuring that all staff are supported by effective workforce planning and organisational development that generate the capacity, aptitudes and attitudes to deliver effective, efficient and compassionate care.
- To drive transformational change and innovation, and lead and support culture change or service change to meet the health and social care needs of the population.
- To lead, operate and manage the integrated budgets for adult health and social care service provision delegated to the Partnership by driving change to better utilise limited resources to meet increased demands and improve outcomes as a result.
- Ensure strict compliance with all standing orders and financial regulations of the Local Authority and the Board, and that appropriate and robust internal controls are in place to support compliance.
- Lead people management practices within the Partnership which encourages a culture of positive internal engagement with employees, promotes development of robust partnership working and promoted the achievement of better outcomes for service users
- As a member of NHS Dumfries and Galloway and Dumfries and Galloway Council senior management and leadership teams play a key role in supporting elected members, non-executive Board members, Chief Executives and external partners through the provision of professional advice, guidance and information on the strategic direction and operational responsibilities of the Health and Social Care Partnership and on any other matters required.

7. Assignment and review of Work

This post has a high level of autonomy and is self directing to determine how the plans and strategies of the Health and Social Care Partnership should be managed operationally to achieve the desired outcomes.

The post holder is accountable to both the NHS Dumfries & Galloway and Dumfries & Galloway Council Chief Executives. Review of performance is undertaken through the agreement of performance objectives and an annual performance review with both Chief Executives.

The post holder will be expected to provide regular Strategic Plan Performance reports to the Integration Joint Board and to both Chief Executives for scrutiny of performance and impact against planned outcomes and commissioning priorities. This will include regular performance review and reporting, including the annual performance report and through the strategic planning process

8. Communications and Working Relationships

- The post holder will be required to communicate effectively with all members of the IJB including elected members and nonexecutive Directors alongside the Executive teams of both NHS Dumfries and Galloway and Dumfries and Galloway Council.
- The post holder will work closely with the Chief Executives of the Council and the NHS Board, and their respective Senior Management/Corporate Teams,Elected members of the Council and Non-Executive Board members of the Board, Members of the Board and external partners in delivering the Integration Scheme and Strategic Plan.
- The post holder will represent the IJB and the Health and Social Care Partnership nationally and locally, influencing and informing local and national policy. This includes answering Parliamentary Questions and participating in national working groups on behalf of Chief Officers in Scotland and on behalf of the H&SCP.
- In the development and transformation of services, the post holder will engage with staff, service users and carers, public partnership organisations and members of the public directly and through the formal communications mechanisms of both Partner Organisations, exploring collaborative/joint working/partnership opportunities that are of benefit to the Partnership.
- The post holder will engage with MSPs, MPs, the Scottish Health Council, Health Improvement Scotland, the Care Inspectorate, user and carer groups and patient representatives in order to promote engagement in partnership developments and to address any matters of concern relating to IJB strategy.
- Develop effective working relationships with the Service Director Social Work Services (Chief Social Work Officer) and Professional leaders for each of the Health Regulatory Bodies to ensure appropriate risk assessment, risk management, service transformation, adult and child protection practices.
- The post holder will develop strong working relationships with the Third Sector and independent sector to ensure effective engagement to support the delivery of the IJB Strategic Commissioning Plan.
- The post holder will also be required to communicate effectively with the media and respond effectively to media requests.

9. Most challenging part of your job

To lead, develop and manage an established integrated Health and Social Care Partnership to deliver challenging national and local outcomes working in partnership with other organisations to deliver seamless services across the health and social care spectrum.

Working within a national and local political dimension and operating within the democratic process across the Local Authority, whilst adhering to governance and decision making processes within the NHSS and the NHS Board manage and develop positive relationships between the Integrated Joint Board, NHS Dumfries & Galloway and Dumfries & Galloway Council.

Responsible for efficient and effective management of financial resources and meeting requirements in relation to the efficiency targets whilst delivering outcomes and maintaining existing levels of service provision.

Operating within a complex environment with diverse professional groups, cultures, behaviours, and systems of governance ensuring the delivery of the IJB strategic plan is implemented to achieve agreed outcomes

Having ultimate responsibility for presenting options/choices to deliver the integration and fundamental redesign of a diverse range of complex public services to improve the health and well-being of the local population and to create a strong strategic focus around Locality based working.

Communicate complex and potentially contentious information in a way that is tailored to meet the needs of a variety of audiences. This includes provision of advice and guidance to the NHS Board, the Council and its Committees on all aspects of the services provided across the Partnership.

10. Qualifications and/or Experience

QUALIFICATIONS:

- Educated to degree level with a health or Social care- professional qualification or equivalent and relevant post-graduate, professional or management qualification.
- Evidence of continuous professional development.

EXPERIENCE/SKILLS:

- Have extensive leadership and senior management experience development through roles at Director level and/or as a Senior Manager in a large complex organisation setting with positive outcomes and evidence based change.
- Have experience of strategic financial management, including commercial awareness, best value, risk, project management and preparing and monitoring large scale and complex budgets and funding.
- Have a proven record of applying effective governance across all matters, including clinical, care and professional practice.
- Astute political awareness and proven record of operating effectively within a political environment.
- Proven record of delivery of strategic planning and development within a complex multi-agency context.
- Demonstrable achievements in providing clear directions to support and deliver change, transformation and improved performance, with genuine delegation and staff empowerment and motivation.
- Ability to think strategically and to innovate and maximise the use of technology and new thinking, to deliver continuous improvement and effective and efficient delivery of services, whilst managing risk and business continuity.
- Strong community focus and ethos of collaborative working across boundaries.
- Excellent negotiating and influencing skills
- Be skilled and persuasive communicator to enable others at all levels to see the whole picture, able to represent the Chief Executives of both the NHS and Dumfries and Galloway Council.

KNOWLEDGE:

- High degree of knowledge and understanding of the Health and Social Care priorities in Scotland including developing innovative and transformative models of care in line with National Health and Wellbeing Outcomes and Health and Care Standards to address health inequalities and improve health & wellbeing across the region

CRITICAL LEADERSHIP BEHAVIOURS:

The post requires an individual who demonstrates competency in the critical leadership behaviours identified nationally as crucial to achieving success within NHS Scotland:

- Working in partnership
- Learning and development
- Caring for staff and engendering a culture of respect and ambition for continuous improvement
- Improving performance through teamworking
- Communicating effectively
- Improving quality
- Achieving results

The Selection Process

The Job Description and Person Specification is designed to inform potential applicants on the essential and desirable experience and personal attributes which are sought in the appointment of the Chief Officer.

Assessment against this will feature throughout the recruitment and selection process for the appointment. From 1st June 2018 NHS Scotland introduced a Values Based Approach to the recruitment of all appointments at Chief Executive, Executive Director, Director and the other next level immediate direct line reports to the Chief Executive.

In practice this means that the shortlisted candidates for this role will participate in:

- Psychometric Assessment
- Assessment centre activities including Stakeholders Presentation
- Values Based Competency Interview

The following timescales are indicative and subject to clarification:

- Advertising will take place on both NHS and Council jobs boards with applications to be made on the My-Jobs system
- Closing date for applications is midnight, Sunday 31st August 2025
- Shortlisted candidates will be notified by email on Tuesday 16th September 2025 of the following
  - to complete psychometric assessments by 27th September 2025.
  - to attend an assessment centre day 30th September 2025. This will be hosted in person at Mountainhall Treatment Centre, Bankend Rd, Dumfries. DG1 4AP
- Successful candidates from the assessment centre will be invited to a final interview to be held the 9th October 2025. This will also be hosted in person at Mountainhall Treatment Centre, Bankend Rd, Dumfries. DG1 4AP

Contact Details

If you would like an informal chat about the role, please contact:

Dawn Roberts, Chief Executive
Dumfries and Galloway Council
Tel 01387 260142
Email: chief.executive@dumgal.gov.uk

or

Julie White Chief Executive
via Linda McKie, Executive Assistant to Chairman and Chief Executive,
NHS Dumfries & Galloway
Tel 01387 272743,
Email linda.mckie@nhs.scot

Find Out More

NHS Dumfries and Galloway

For information on NHS Dumfries & Galloway, including details of further staff benefits, how to get started with us, advice for moving to the area our facilities and beautiful surroundings, check out our new Work with Us Portal.

www.nhsdg.co.uk/workwithus

Dumfries and Galloway Health and Social Care Partnership

For information on Dumfries and Galloway Health and Social Care partnership, including IJB past papers and how we work together visit

https://dghscp.co.uk/

Dumfries and Galloway Council

For information on Dumfries and Galloway Council visit

https://www.dumgal.gov.uk/