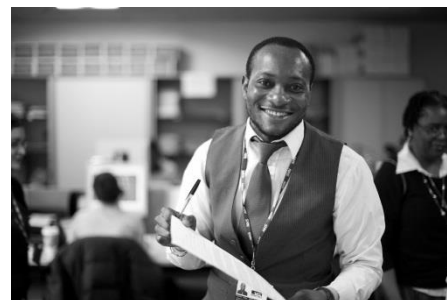
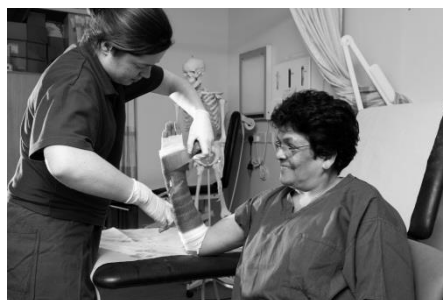


# Could you help lead the NHS in your area?

## Non-executive Director Candidate information pack

Reference: N1655



**We value and promote diversity and are committed to equality of opportunity for all and appointments made on merit. We believe that the best boards are those that reflect the communities they serve.**

**We particularly welcome applications from women, people from the local black and minority ethnic communities, and disabled people who we know are under-represented in chair and non-executive roles.**

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## 1. The opportunity

We are recruiting a Non-executive Director (NED) for East Cheshire NHS Trust. This is an exceptional opportunity to share your talents and expertise to make a positive difference to the lives of people in your community.

## 2. The person specification

### Essential criteria

You will need to have a genuine commitment to patients and the promotion of excellent health care services. You will have senior level experience in the following areas:

- Clinical and patient safety expertise with an understanding of the current quality agenda in the NHS and the assurance processes needed to deliver effective clinical governance
- Significant senior leadership experience and a demonstrable track record of delivering quality improvement at a strategic level. Applicants should be from a medical, nursing, clinical or social care background.

You will need to be able to demonstrate you can use your experience to:

- work alongside other non-executives and executive colleagues as an equal member of the board
- bring independence, external perspectives, skills and challenge to strategy development
- hold the executive to account by providing purposeful, constructive scrutiny and challenge
- shape and actively support a healthy culture for the trust

All non-executive directors must **champion the standards of public life** – by upholding the highest standards of conduct and displaying the principles of selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

As a future NHS leader, the successful candidate will be able to demonstrate the range of behaviours required to contribute effectively in this board level role. These are outlined in the NHS Leadership Academy's [Healthcare Leadership Model](#).

Applicants should ideally be based within a reasonable commuting distance from the Trust (c. up to 1.5 hours).

- On average this role will require the equivalent to 2 to 4 days a month.
- The remuneration payable for this role is £6,157 pa.

Given the significant public profile and responsibility members of NHS Boards hold, it is vital that those appointed inspire confidence of the public, patients and NHS staff at all times. NHS Improvement makes a number of specific background checks to ensure that those we appoint are “fit and proper” people to hold these important roles. More information can be found on our [website](#).

### 3. About East Cheshire NHS Trust

East Cheshire NHS Trust is an integrated community and acute trust employing 2,585 staff, providing community and hospital healthcare across many areas of Cheshire to a core population of over 204,000.

The trust consists of three hospitals providing inpatient services at Macclesfield and Congleton and outpatient services at Knutsford. Further outpatient and community services are delivered from other sites in the region.

Their community health services are delivered from locations including Knutsford and Congleton hospitals, clinics, GP premises and patients’ own homes. They include child health, district nursing, health visiting, intermediate care, occupational health and physiotherapy, community dental services, speech and language therapy and palliative care. The trust also delivers sexual health services across two local authority areas, stretching from Ellesmere Port to Crewe.

Acute services provided at Macclesfield District General Hospital include A&E emergency care and emergency surgery, elective surgery in many specialities, maternity and cancer services. The Trust also provides a number of hospital services in partnership with other local trusts and private providers, including pathology, urology and renal dialysis services.

**Vision:** *To ensure our patients receive the best care in the right place*

**Mission:** *To work in partnership to provide high quality affordable integrated services*

#### Strategic Objectives:

- **Patients:** *To provide safe, effective personal care in the right place*
- **People:** *To build, value and develop a motivated and sustainable workforce*
- **Partnerships:** *To work within the Caring Together and 5 Year Forward View frameworks to deliver a sustainable health and care economy*
- **Resources:** *To deliver services that are clinically and financially sustainable*

Throughout the year 2017/18, the Trust's focus has been to deliver the best care in the right place, providing high-quality, integrated services supported by highly-motivated staff. They also recognise that good quality care is best delivered when they work in partnership with patients and partner organisations across the whole health and social care system. This approach is the ambition of Caring Together, the programme that has brought together clinicians, commissioners, the local authority, GPs and primary care, mental health services, ambulance services, community and acute care and volunteers. The shared vision has led to service improvement and steps towards the transformation necessary to realign services so they are fit for the Trust's population and are clinically and financially sustainable for years to come.

The Trust's aspirations through Caring Together were recently aligned with the Connecting Care programme in the neighbouring South Cheshire and Vale Royal commissioning areas, and are also linked to regional plans across Cheshire and Merseyside and clinically in several areas, to Greater Manchester. Their actions throughout 2017/18 and plans for the future continue to align with local and regional priorities, the national agenda and NHS England's Five Year Forward View.

#### **In 2017/18 the Trust planned to:**

- Ensure patient safety
- Maintain patient satisfaction
- Achieve the 4-hour operational standard by March 2018
- Produce a regulator-approved plan for the future delivery of sustainable services
- Deliver the agreed financial control target
- Reduce the level of vacancies within the workforce and meet the regulator's agency spend target
- Continue to improve staff engagement especially in the area of our future strategy

#### **They will continue to do this using the trust's values:**

- Treat each other with respect and dignity
- Commitment to quality of care
- Show compassion
- Improve lives
- Working together for patients
- Make everyone count

## Appendix 1: Role and responsibilities

### Role of the NHS Board

NHS Boards play a key role in shaping the strategy, vision and purpose of an organisation. They hold the organisation to account for the delivery of strategy and ensure value for money. They are also responsible for assuring that risks to the organisation and the public are managed and mitigated effectively. Led by an independent chair and composed of a mixture of both executive and independent non-executive members, the Board has a collective responsibility for the performance of the organisation.

The purpose of NHS Boards is to govern effectively, and in so doing build patient, public and stakeholder confidence that their health and healthcare is in safe hands. This fundamental accountability to the public and stakeholders is delivered by building confidence:

- in the quality and safety of health services
- that resources are invested in a way that delivers optimal health outcomes
- in the accessibility and responsiveness of health services
- that patients and the public can help to shape health services to meet their needs
- that public money is spent in a way that is fair, efficient, effective and economic.

### Roles and responsibilities of the non-executive director

Non-executive directors will work alongside other non-executives and executive directors as an equal member of the Board. They share responsibility with the other directors for the decisions made by the Board and for success of the organisation in leading the local improvement of healthcare services for patients. Non-executives use their skills and personal experience as a member of their community to:

- **Formulate plans and strategy**
  - bringing independence, external perspectives, skills, and challenge to strategy development
- **Ensure accountability**
  - holding the executive to account for the delivery of strategy
  - providing purposeful, constructive scrutiny and challenge

- chairing or participating as a member of key committees that support accountability
- being accountable individually and collectively for the effectiveness of the Board
- **Shape culture and capability**
  - actively supporting and promoting a healthy culture for the organisation which is reflected in their own behaviour
  - providing visible leadership in developing a healthy culture so that staff believe NEDs provide a safe point of access to the Board for raising concerns
  - ensuring the directors of the Board are 'fit and proper' for the role and champion an open, honest and transparent culture within the organisation
- **Context**
  - mentoring less experienced NEDs where relevant
- **Process, structures and intelligence**
  - satisfying themselves of the integrity of reporting mechanisms, and financial and quality intelligence including getting out and about, observing and talking to patients and staff
  - providing analysis and constructive challenge to information on organisational and operational performance
- **Engagement**
  - ensuring that the Board acts in best interests of patients and the public
  - being available to staff if there are unresolved concerns
  - showing commitment to working with key partners

In particular the responsibilities of non-executive directors are to:

- commit to working to, and encouraging within the Trust, the highest standards of probity, integrity and governance and contribute to ensuring that the Trust's internal governance arrangements conform with best practice and statutory requirements



- provide independent judgement and advice on issues of strategy, vision, performance, resources and standards of conduct and constructively challenge, influence and help the executive board develop proposals on such strategies to enable the organisation to fulfil its leadership responsibilities to patients, for healthcare of the local community
- ensure that patients and service users are treated with dignity and respect at all times, and that the patient is central to trust decision making
- ensure that the Board sets challenging objectives for improving its performance across the range of its functions
- structure the performance of management in meeting agreed goals and objectives
- in accordance with agreed board procedures, monitor the performance and conduct of management in meeting agreed goals and objectives and statutory responsibilities, including the preparation of annual reports and annual accounts and other statutory duties
- ensure that financial information is accurate and that financial controls and risk management systems are robust and defensible and that the Board is kept fully informed through timely and relevant information (you may be asked to sit on the audit committee on behalf of the Board)
- accept accountability to the NHS Improvement for the delivery of the organisation's objectives and ensure that the Board acts in the best interests of patients and its local community
- contribute to the determination of appropriate levels of remuneration for executive directors
- participate in the audit committee and take an active part in other committees (including the investment and remuneration committees) established by the Board of directors to exercise delegated responsibility
- as a member of board committees, appoint, remove, support, encourage and where appropriate "mentor" senior executives
- bring independent judgement and experience from outside the Trust and apply this to the benefit of the Trust, its stakeholders and its wider community

- assist fellow directors in providing entrepreneurial leadership to the Trust within a framework of prudent and effective controls, which enable risk to be assessed and managed
- assist fellow directors in setting the Trust's values and standards and ensure that its obligations to its stakeholders and the wider community are understood and fairly balanced at all times
- ensure that the organisation values diversity in its workforce and demonstrates equality of opportunity in its treatment of staff and patients and in all aspects of its business
- engage positively and collaboratively in board discussion of agenda items and act as an ambassador for the Trust in engagement with stakeholders including patients and the local community, dealing with the media when appropriate.

## Appendix 2: More information

For information about the Trust, such as business plans, annual reports, and services, visit their [website](#).

Follow the [link](#) for more information about:

**Becoming a non-executive director**

**Eligibility and disqualification from appointment**

**Terms and conditions of chair and non-executive director appointments**

**How your application will be handled**

**Your personal information**

**Dealing with concerns**

## Appendix 3: Making an application

If you wish to be considered for this role please provide:

- a CV that includes your address and contact details, highlighting and explaining any gaps in your employment history
- a supporting statement that highlights your motivation for applying and your understanding of the NHS and the role. You should outline your personal responsibility and achievement within previous roles and how your experience matches the person specification

- the names, positions, organisations and contact details for three referees. Your referees should be individuals in a line management capacity, and cover your most recent employer, any regulated health or social care activity or where roles involved children or vulnerable adults. Your references will be taken prior to interview and may be shared with the selection panel
- please complete and return the monitoring information form which accompanies this pack and is available for download
- tell us about any dates when you will not be available

## Key dates

- East Cheshire NHS Trust is hosting an information session for potential candidates on **29 March 2018**. This will take place **between 5pm and 6.30pm** at New Alderley House, Macclesfield District General Hospital
- **closing date for receipt of applications: 11am on 5 April 2018**. Please forward your completed application to [public.appointments@nhs.net](mailto:public.appointments@nhs.net)
- **Interview date and meet the team: 17 April 2018**. The shortlisted candidates will also be invited to the Trust to meet its key internal board members
- **proposed start date: 1 May 2018**

## Getting in touch

**For more information, please contact Emma Pickup, Senior Consultant at Gatenby Sanderson on 07590 225 470 or by emailing [Emma.Pickup@gatenbysanderson.com](mailto:Emma.Pickup@gatenbysanderson.com)**

You can also get in touch with:

- For an informal and confidential discussion with the Chair of the Trust, Lynn McGill, regarding the role please contact her PA Fiona Baker on 01625 661501 prior to the closing date
- **NHS Improvement** – for general enquiries contact Miriam Walker on 0300 123 2059 or by emailing [miriam.walker@nhs.net](mailto:miriam.walker@nhs.net)



## About NHS Improvement

NHS Improvement is responsible for overseeing Foundation Trusts, NHS Trusts and independent providers. We offer the support these providers need to give patients consistently safe, high quality, compassionate care within local health systems that are financially sustainable. By holding providers to account and, where necessary, intervening, we help the NHS to meet its short-term challenges and secure its future.

NHS Improvement is the operational name for the organisation that brings together Monitor, NHS Trust Development Authority, Patient Safety, the National Reporting and Learning System, the Advancing Change team and the Intensive Support Teams.

## Contact us

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