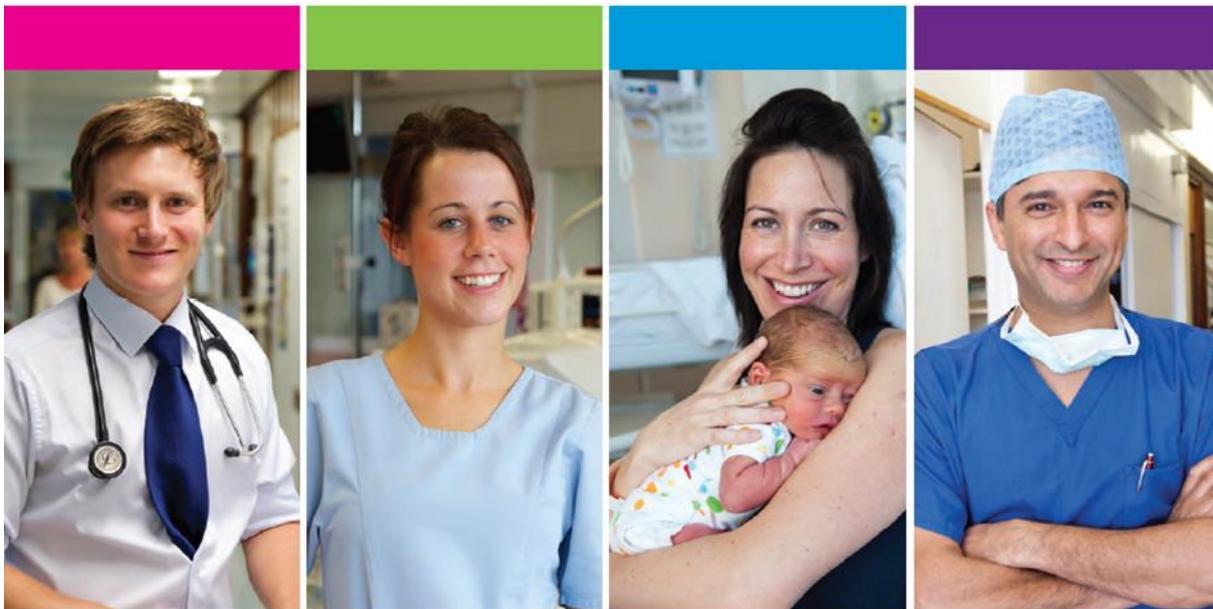


Appointment of a Non-Executive Director



Living our values *everyday*



About the Trust

Kingston Hospital NHS Foundation Trust is a single site, medium sized Hospital, located within Kingston-Upon-Thames in South West London. The Trust provides services to approximately 350,000 people locally on behalf of its main commissioners, including Kingston, Richmond, Wandsworth, Merton and Sutton Clinical Commissioning Groups (CCGs) in South West London and Surrey Downs CCG (East Elmbridge locality) in Surrey.

The Hospital is on the site of the former Kingston Union Workhouse, built in 1839 as a result of the Poor Law Amendment Act 1834. An infirmary was built on the site of what is now Regent Wing in 1843. In 1948, when the NHS was launched, the entire former workhouse site was given over to the hospital. The Trust was licensed as a NHS Foundation Trust, a not-for-profit, public benefit corporation authorised under the National Health Service Act 2006 to provide goods and services for the purposes of the health service in England, with effect from 1st May 2013.

The Trust has some 520 beds and directly employs around 2,900 staff, with another 300 staff employed by contractors working on behalf of the Trust. In the last year the Trust saw over 113,437 patients in A&E, undertook 388,747 outpatient appointments and cared for 71,898 admitted patients (this included Maternity admissions). The Trust's maternity unit delivered 5,800 babies.

In support of our commitment to quality, a vision was developed with the support of staff, patients and the community.

'Working Together to deliver exceptional, compassionate care each and every time'

As well as delivering services from the main hospital base, the Trust delivers ambulatory services at a range of community locations in partnership with GPs and community providers. The Trust's clinicians provide and/or support care in outpatient and day surgery facilities at a number of community locations.

The Trust has strong links with tertiary and specialist hospitals, particularly St George's NHS Foundation Trust and The Royal Marsden Hospital NHS Foundation Trust jointly provides cancer services on the Kingston Hospital site in the Sir William Rous Unit. The Trust also has close links with Kingston University and St George's Medical School. The Trust jointly runs the Elective Orthopaedic Centre at Epsom Hospital in partnership with St George's, Croydon and Epsom & St Helier Hospitals.

Historically the Trust has achieved good operational performance and NHS Improvement has placed the Trust in segment 2 under the [Single Oversight Framework Provider Segmentation](#) arrangements. A scheduled [Care Quality Commission inspection](#) took place in January 2016 and the overall outcome of the report was 'requires improvement'.

The latest information on the Trust's financial position can be found in the papers for Board meetings on the Trust's [website](#). The Trust achieved a financial position of a £7.5m deficit for the year ended 31st March 2017, which represented an adverse variance against the agreed plan of £3.6m. The primary reasons for this were an element of non-achievement of cost improvement programmes, the unfunded costs associated with staffing additional beds required due to unplanned increases in activity, particularly over winter, and a reduction in the price paid for some non-elective activity performed. The financial implications of these challenges were partially mitigated by relatively strong performance on reducing bank and agency spend and other recovery action taken.

The Trust Board

The Board has eight Non-Executive Directors and seven Executive Directors. Due to turnover of some of our more experienced Non-Executives there is now an opportunity to recruit a new clinical NED.

The Board is led by Sian Bates, appointed as Chairman for a second three-year term of office from September 2016. Ann Radmore joined the Trust as Interim Chief Executive in September 2015 and was appointed permanently to the role in April 2016. Details on the remainder of the Board can be found on the Trust's [website](#).

More information

For further information about the Trust, please visit our website:
www.kingstonhospital.nhs.uk

Making an application

If you wish to be considered for this role you are asked to provide:

- A CV that includes your address and contact details. Please also highlight and explain any gaps in your employment history.
- A covering letter that highlights your motivation for the role and how your experience matches the person specification.
- The names, positions, organisations and contact details for two referees. Your referees should be individuals who know you in an employment capacity and should include a referee from your most recent employment.

Please complete and return the monitoring information form which accompanies this pack. The Trust is an equal opportunity employer. We value and promote diversity, 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 people from the local black and minority ethnic communities, and disabled people who we know are under-represented in Non-Executive roles..

NED Remuneration and conditions of service

Remuneration for this position is £13,500 per annum. Remuneration is reviewed at the absolute discretion of the Trust's Nominations and Remuneration Committee and any change subject to approval by the Council of Governors.

It is expected that the appointee will be able to commit at least 2½ days per month to the role, but with flexibility to adapt to the demands of the brief when necessary.

The incumbent will not be an employee of the Trust and so is ineligible for employment benefits or protection under employment legislation.

In accordance with the Trust's Code of Governance, initial appointment is for a fixed term of 3 years. A further term of office of up to 3 years (a total maximum service of up to 6 years) may be offered at the end of the initial term but any re-appointment is subject to agreement by the Trust's Council of Governors.

The expiry of the term of office and/or any decision not to extend the term of office by the Council of Governors will not constitute a dismissal for the purposes of the Employment Rights Act 1996 and any employment protection. The position attracts no contractual or statutory redundancy entitlement.

This appointment is subject to the selected candidate meeting the requirements of Regulation 5 of the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014, the Fit and Proper Persons Test, upon appointment and at all times whilst holding the position of director.

Key dates

- **Closing date for receipt of applications: 16th June 2017 at 12 noon.** Please email your application to susan.simpson@kingstonhospital.nhs.uk
- **Start date: to be confirmed - the position is currently vacant**

Getting in touch

If you would like an informal discussion about the role please arrange a telephone conversation with the Chairman, Sian Bates by contacting her PA, Carla Crawford on 020 8934 2814 or Carla.crawford@kingstonhospital.nhs.uk

For general enquiries, please contact Susan Simpson on 0208 934 2522 or susan.simpson@kingstonhospital.nhs.uk

Person Specification

Non Executive Director (with clinical background)

For this NED position the Trust requires an outstanding individual with a clinical background and Board level experience who has significant expertise in quality and service improvement, preferably with local connections to education, research or healthcare organisations.

Applications will only be considered from candidates who reside within the Trust's constitutional constituencies - see attachment prior to submitting an application

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The Trust's requirements are outlined below:

Criteria for Selection	Essential Requirements	Desirable Requirements	Assessment Method
Qualifications	Clinical qualification and/or clinical professional registration	Postgraduate qualifications in education, quality or service improvement	Application
Experience	<p>Experience of clinical and educational standards and governance in acute, secondary or tertiary settings</p> <p>Board level experience in a sizeable/complex/changing organisation</p> <p>Evidence of past achievement in clinical service development and quality improvement</p>		Application & assessment
Skills	<p>Able both to challenge and work collaboratively</p> <p>Good interpersonal, communication and influencing skills</p> <p>Ability to chair and/or</p>	<p>Able to engage a wide variety of stakeholders</p> <p>Service improvement skills and techniques</p>	Application & assessment

Criteria for Selection	Essential Requirements	Desirable Requirements	Assessment Method
	<p>participate in committees</p> <p>Robust judgement and the ability to seek and challenge information to reach and take decisions</p> <p>Ability to understand complex strategic issues, analyse and resolve difficult problems</p> <p>Politically astute, with the ability to grasp relevant issues and understand relationships between interested parties</p>		
Knowledge	<p>Clear understanding, and acceptance, of the legal duties, liabilities and responsibilities of Non-Executive directors</p> <p>Sound knowledge of clinical and corporate governance and risk management</p> <p>Knowledge of health care and regulatory environment in which it operates</p>	<p>Awareness of commissioning within the NHS together with an awareness of the current strategic challenges at national, London-wide, and particularly local SW London levels.</p> <p>Knowledge of clinical education and training</p> <p>Knowledge of research</p>	Application & assessment
Other	<p>High level of commitment to patients, carers and the community</p> <p>Commitment to NHS values and principles of NHS foundation trusts</p> <p>Sufficient time and commitment to fulfil the role</p> <p>London or SW London residence</p>	<p>Evidence of voluntary work or other public service contribution</p> <p>Current member of the Trust see https://www.kingstonhospital.nhs.uk/get-involved/membership.aspx</p> <p>Connection with local educational, research or healthcare establishments</p>	Application & assessment

Non-Executive Director Applicant Eligibility

The following may not become a member of the Board of Directors:

- a person who has been adjudged bankrupt or whose estate has been sequestrated and (in either case) has not been discharged.
- a person who has made a composition or arrangement with, or granted a trust deed for, his creditors and has not been discharged in respect of it.
- a person who within the preceding five years has been convicted in the British Islands of any offence if a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) was imposed on him.
- A person who is, or is the spouse or partner of, a member of a clinical commissioning group (for the purposes of the Health and Social Care Act 2012 established to commission NHS funded services) that commissions services from the Trust.

Applicants must be eligible to become a member of the Trust. An individual is only eligible for membership if he/she lives in an area specified in the constitution for a public constituency. This will include residents from the following Local Authority electoral areas (as defined for the purpose of Local authority elections).

Members must be aged 14 or over.

Areas of the public constituency	Electoral wards included from Borough
Royal Borough of Kingston upon Thames (Whole Borough)	Alexandra, Berrylands, Beverley, Canbury, Chessington North and Hook, Chessington South, Coombe Hill, Coombe Vale, Grove, Norbiton, St. James, St. Mark's, Surbiton Hill, Tolworth & Hook Rise, Tudor, Old Malden
London Borough of Richmond upon Thames (Whole Borough)	Barnes; East Sheen; Fulwell & Hampton Hill; Ham, Petersham & Richmond Riverside, Hampton, Hampton North; Hampton Wick; Heathfield; Kew; Mortlake and Barnes common; North Richmond; South Richmond; South Twickenham; St. Margaret's and North Twickenham; Teddington, Twickenham Riverside; West Twickenham; Whitton
Elmbridge Borough Council (Whole Borough)	Claygate, Cobham and Downside, Cobham Fairmile, Esher, Hersham North, Hersham South, Hinchley Wood, Long Ditton, Molesey East, Molesey North, Molesey South, Oatlands Park, Oxshott and Stoke D'Abernon, St. George's Hill, Thames Ditton, Walton Ambleside, Walton Central, Walton North, Walton South, Weston Green, Weybridge North, Weybridge South
London Borough of Wandsworth	West Putney, Roehampton, East Putney, West Hill, Southfields, Fairfield, Wandsworth Common, Thamesfield, Earlsfield
London Borough of Merton	Raynes Park, Wimbledon Park, Merton Park, Hillside, Dundonald, Wimbledon Village, Cannon Hill, Abbey, West Barnes, Lower Morden, Trinity
London Borough of Sutton	Cheam, Cheam and Worcester Park, Stonecot, Nonsuch

Areas of the public constituency	Electoral wards included from Borough
Rest of Surrey and Greater London	<p>The electoral areas of: Epsom and Ewell Borough Council; Guildford Borough Council; Mole Valley District Council; Reigate and Banstead Borough Council; Runnymede Borough Council; Spelthorne Borough Council; Surrey Heath Borough Council; Tandridge District Council; Waverley Borough Council; Woking Borough Council.</p> <p>City of London; London Borough of Barking and Dagenham; London Borough of Barnet; London Borough of Bexley; London Borough of Brent; London Borough of Bromley; London Borough of Camden; London Borough of Croydon; London Borough of Ealing; London Borough of Enfield; Royal Borough of Greenwich;¹ London Borough of Hackney; London Borough of Hammersmith & Fulham; London Borough of Haringey; London Borough of Harrow; London Borough of Havering; London Borough of Hillingdon; London Borough of Hounslow; London Borough of Islington; Royal Borough of Kensington & Chelsea; London Borough of Lambeth; London Borough of Lewisham; London Borough of Merton (selected wards only – Colliers Wood, Graveney, Lavender Fields, Figges Marsh, Longthornton, Pollards Hill, Cricket Green, Ravensbury and St Helier);² London Borough of Newham; London Borough of Redbridge; London Borough of Southwark; London Borough of Sutton (selected wards only – Beddington North, Beddington South, Belmont, Carshalton Central, Carshalton South and Clockhouse, St. Helier, Sutton Central, Sutton North, Sutton South, Sutton West, The Wrythe, Wallington North, Wallington South, Wandle Valley);³ London Borough of Tower Hamlets; London Borough of Waltham Forest; London Borough of Wandsworth (selected wards only – Balham, Bedford, Furzedown, Graveney, Latchmere, Nightingale, Northcote, Queenstown, St. Mary's Park, Shaftesbury, Tooting);⁴ City of Westminster.</p>

² This does not include wards which are listed above as part of the sub-constituency, the “London Borough of Merton”.

³,. This does not include any wards which are listed above as part of the sub-constituency, the “London Borough of Sutton”.

⁴ This does not include any wards which are listed above as part of the sub-constituency, the “London Borough of Wandsworth”.