

# Could you help lead the NHS in your area?

**Non-executive director**

**Candidate information pack -**

**Norfolk Community Health and Care  
NHS trust**



collaboration trust respect innovation courage compassion

**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.**

**Our recruitment processes are conducted in accordance with the Code of Governance to ensure that they are made on merit after a fair and open process so that the best people, from the widest possible pool of candidates, are appointed.**

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## 1. The opportunity

We are recruiting a Non-executive Director for Norfolk Community Health and Care NHS Trust (NCHC). This is an exceptional opportunity to share your talents and expertise to make a positive difference to the lives of people in your community. The successful candidate will be a member of the Quality and Risk Assurance Committee and other committees and meetings as required.

## 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 clinical and patient safety expertise gained from a medical discipline and an understanding of the current quality agenda in the NHS.

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 live in or have strong connections with Norfolk.

- On average this role will require the equivalent to 2 to 3 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 Norfolk Community Health and Care NHS Trust**

Following a comprehensive inspection by the Care Quality Commission earlier this year, NCHC have become the first community NHS Trust in England to receive an Outstanding rating.

NCHC serves a population of nearly 900,000 people in Norfolk with community health and care services, as well as providing a specialist Early Supported Discharge service to stroke patients in Norfolk and Suffolk. Their aim is to constantly improve patients’ lives by providing the best care, close to where they live.

The focus at NCHC is on continually improving the quality of care offered to local people and on improving access to that care, helping people to move seamlessly from one service to another.

Specialist teams provide personalised health and care services for everyone, from babies to the elderly to improve the lives of patients, whenever and wherever they need them. They are proud to be trusted to enter their homes and be part of their communities.

NCHC take their responsibility to their local communities very seriously and are dedicated to improving patients’ lives by providing excellent standards of NHS health and care.

The Trust prides itself on being able to offer an excellent health and care service where people most need it. Patients can receive services within their own homes, places of care or residence, as well as within their 11 CQC registered sites including 7 community hospitals and a specialist rehabilitation.

#### **Their Vision:**

“To improve the quality of people’s lives, in their homes and community, by providing the best in integrated health and social care.”

#### **Priorities and performance**

The Board has agreed a number of strategic priorities in the categories of Improving Our Quality, Enabling Our People and Securing the Future to achieve the Trust’s vision.

The Annual Priorities for 2017/18 are:

### **Improving Quality through**

We will continuously improve our care whilst meeting our targets:

- Deliver our Quality Goals, CQUINs and CQC action plan
- Improve engagement with FTSU champions and the reporting of concerns, promoting a culture of safety in all our services
- Improve performance in areas that are below target

### **Enabling Our People through**

We will make it easier to deliver care:

- Support empowerment through training 20 Health Coaching Trainers, 140 Quality Champions & facilitating their improvement projects
- Support staff to remove unnecessary variation in their services, reduce bureaucracy and simplify our processes
- Support staff to make changes through extending our Leadership Development Programmes and reduce bullying and harassment

### **Securing the Future through**

We will develop clinically sustainable services and manage our finances:

- Extend collaborative models with primary care and partners eg One Norwich and contribute fully to the STP development in order to reduce duplication and gaps in services
- Implement our workforce plan
- Deliver our financial plan

Read more about the Trust's [Annual Priorities](#).

### **Delivering a new Norwich Community Hospital**

The Trust is currently planning for the future of this site, as part of its broader review of the services offered and how these are to be delivered in the future. The Norwich Community Hospital site is an important one for the Trust and will continue to be so, although it faces a number of challenges including aging buildings and a need for efficiencies in the management of its estate. In order to allow the Trust to continue to support its patient population and moves towards more care being provided in community, it is now bringing forward plans to secure the future of this hospital.

It is the Trust's intention to redevelop the Norwich Community Hospital site in order to provide a new hospital for the communities it serves. This redevelopment would be cost neutral to the Trust, facilitated through the delivery of a number of new uses complementary to the new hospital.

The new hospital would accommodate all of the services currently provided on site, as well as others which may be relocated from other Trust sites in the future.

Draft proposals for the redevelopment of the site were consulted on during the latter part of 2017, including on-site exhibitions and community meetings.

A planning application has now been submitted to Norwich City Council and it is anticipated that a decision will be taken in the coming months.

## Appendix 1: More information

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

Follow the links for more information about:

- [Become a Non-executive director](#)
- [About the Non-executive role](#)
- [Advice on applying for the role](#) such as:
  - Building your application
  - Sources of information and useful reading
  - Eligibility and disqualification criteria
  - Terms and conditions of chair and non-executive director appointments

NHS Improvement respects your privacy and is committed to protecting your personal data. We will only use personal data where we have your consent or where we need to comply with a legal or statutory obligation. It is important that you read [this information](#) together with our [privacy notice](#) so that you are fully aware of how and why we are using your data.

## Appendix 2: 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 may 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

## Appendix 3: Key dates

- **closing date for receipt of applications:** **Thursday 6 September 2018.**  
Please forward your completed application to [NHSI.Chairsandneds@nhs.net](mailto:NHSI.Chairsandneds@nhs.net)
- **interview date:** **Friday 21 September 2018**
- **proposed start date:** **TBC**

## Getting in touch

- For an informal and confidential discussion with the Trust Chair, Geraldine Broderick, please contact [Terry Siedlecki](tel:01603697415) on 01603 697 415.
- **NHS Improvement** – for general enquiries contact Joe Porter on 0300 123 2908 or by emailing [joe.porter@nhs.net](mailto:joe.porter@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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