

Could you help lead the NHS in your area?

University Hospitals of Leicester
NHS Trust

Non-executive director

Candidate information pack

Reference: M1779



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 to join the board of University Hospitals of Leicester 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.

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 finance experience ideally with a recognised financial qualification. The successful candidate will also become Chair of the Audit Committee.

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

- work alongside other non-executives and executive colleagues and establish your credibility as a Board member through the quality of your contributions
- bring independence, external perspectives, skills and challenge to strategy development
- hold the executive team 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 Leicester, Leicestershire, Rutland or the surrounding areas.
- This role will require the equivalent of a minimum of 2 to 3 days a month with additional time as required.
- 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 to these roles inspire confidence on the part 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](#).

Responsibilities of Audit Committee chairs

Audit Committee chairs should have recent and relevant financial experience at a senior level. They share the functions of the other non-executives, and in addition have responsibilities to:

- bring independent financial acumen to the work of the Audit Committee across its governance, risk management, assurance and internal control functions
- provide leadership to the Audit Committee to ensure that it is effective in its role and that internal control systems are in place and operating
- ensure that the Audit Committee is well informed and has timely access to all the information it requires
- facilitate the contribution of all members of the Audit Committee, auditors and other invited participants
- ensure that the Trust Board receives sound advice, assurance and useful and timely reports from the committee

2. About University Hospitals of Leicester NHS Trust

University Hospitals of Leicester NHS Trust (UHL) provides a range of services across Leicester, Leicestershire and Rutland. As a nationally and internationally-renowned provider of specialist services in cardio-respiratory diseases, cancer and renal disorders, the Trust also reaches a further two to three million patients from the rest of the country.

With partners at Leicester, Loughborough and De Montfort Universities, the Trust provides world-class teaching to develop the next generation of doctors, nurses and other healthcare professionals. It is proud to be at the forefront of many research programmes and new surgical procedures, in areas such as diabetes, genetics, cancer and cardio-respiratory disease, leading clinical trials that bring benefits to thousands of patients.

The Trust operates across three large hospitals; Leicester Royal Infirmary hosts the accident and emergency services as well as a wide range of other services; Glenfield

Hospital is one of the country's leading heart centres, whilst Leicester General is the base for renal and urology patients.

UHL has an agreed set of values and the expectation is that these values are reflected by the behaviours of all staff at all times:

- 'We treat others how we would like to be treated'
- 'We do what we say we are going to do'
- 'We focus on what matters most'
- 'We are one team and we are best when we work together'
- 'We are passionate and creative in our work'

The Trust has around 13,500 public members, 15,000 staff members and 1,000 volunteers who provide valuable support across a range of areas.

The future for Leicester's Hospitals is positive. The Trust has a sizeable annual turnover approaching £1bn with sufficient critical and clinical mass to maintain most or all of its clinical services, many of which considered not just good but excellent and they are underpinned by an ever increasing research portfolio which includes three Biomedical Research Units and Cancer Research UK 'centre' status.

A summary of the Trust's most recent Annual Report can be found on the website.

The communities the Trust serves

The local population served by the Trust has grown in the ten years since the last census. Leicester has seen the highest growth in population in 10 years after London, Manchester and Milton Keynes. Several factors have influenced this population growth including a rise in birth rates, longer life spans and migration in to the UK so there is a complex social mosaic of diverse communities.

- The total population of Leicester is now recorded as 329,900 compared with 282,800 in 2001. This shows an increase of 47,100 or 17%.
- The population of Leicestershire is now 650,500. This represents an increase of 6.7% compared with 2001 data.
- Rutland has the smallest population in the region with 37,400 people. However, the county still grew by 8.1% from 2001 to 2011.

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: 28 September 2018 at 11am**
Please forward your completed application to NHSI.Chairsandneds@nhs.net
- The Trust is holding an information evening from **5pm-6.30pm** on **17 September 2018** at the Clinical Education Centre, Glenfield Hospital. For more information and to confirm your attendance please contact Mandy Johnson on 0116 258 8940
- **interview date: 16 October 2018**
- **proposed start date: 4 November 2018**

Getting in touch

- For an informal and confidential discussion with Karamjit Singh, the Chair of the trust, please contact his PA, Mandy Johnson on 0116 258 8940
- **NHS Improvement** – for general enquiries contact Helen Barlow on 0300 123 2038 or by emailing helen.barlow2@nhs.net



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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