

# Could you help lead the NHS in your area?

**Northern Devon Healthcare NHS  
Trust**

**Non-executive Director**

**Candidate information pack**

**Reference: S1837**



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 (NED) for Northern Devon Healthcare NHS Trust (NDH). This is an exceptional opportunity to share your talents and expertise to make a positive difference to the lives of people in your community.

As a member of the Trust Board the successful candidate will play a key role in shaping the strategy, vision and purpose of NDH whilst holding the Chief Executive and Executive Team to account in delivering safe, high quality and sustainable services within the available budget.

The successful candidate will be chair of the Audit and Assurance Committee.

## 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 recent, relevant senior level finance experience in a large and complex organisation with the capacity to Chair the Audit Committee. The successful candidate must also have a financial qualification.

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 Devon or its surrounding counties.

- On average this role will require the equivalent to 2 to 3 days a month, however it is possible this may increase to four days a month at certain times.
- 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](#).

### **Responsibilities of audit committee chairs**

Audit committee chairs should have recent and relevant financial experience. 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 board receives sound advice, assurance and useful and timely reports from the committee.

### 3. About Northern Devon Healthcare NHS Trust

#### Overview

Across Devon their teams of care professionals work with patients and their families to support peoples' independence, health and wellbeing. The Trust provide support to avoid hospital admissions, and if an admission is necessary, they try to make each patient's stay in hospital as short and effective as possible having worked with them on a safe discharge home.

In any 24 hours NDH's health and social care community teams visit around 300 patients in their own homes to help them rehabilitate after illness or injury. At any one time, they are overseeing around 2500 people's care.

NDH's domiciliary care service, Devon Cares, is a partnership of high quality local care agencies who provide social care to people in their own homes. They are working hard to join up health and social care, improving the way people get home from hospital or receive support to remain independent in their own homes.

NDH's values guide everything they do. At all times they aim to:

- Demonstrate compassion
- Strive for excellence
- Respect diversity
- Act with integrity
- Listen and support others

The Trust performs consistently highly in the NHS Staff Survey, and in the most recent survey was voted the top acute and community provider to work for in the country (1<sup>st</sup> out of 37 trusts). Listening to staff feedback and seeing where they need to make improvements is important to the Trust, because evidence shows that having happy staff leads to patients having a good experience.

#### North Devon District Hospital (NDDH) Barnstaple

In 2017/18, staff at Northern Devon Healthcare NHS Trust treated 30,328 inpatients, 18,743 day cases, 284,909 outpatients and delivered 1,453 babies. They also saw 45,296 people in their accident and emergency department and 11,653 in their minor injury's units.

The populations of Torridge and North Devon account for 92% of patients to NDDH, with the remaining 8% coming from residents from the Cornish and Somerset borders or tourists to the area.

NDDH provides a 24/7 accident and emergency service and is designated a trauma unit operating within a trauma network serving the whole of Devon and Cornwall. This network ensures residents of northern Devon have access to trauma services.

The Trust offers a range of general medical services, including cardio-respiratory, stroke care and gastroenterology. General surgical services include orthopaedics, urology and colorectal specialties. They also run ophthalmology services, using the latest procedures and techniques to treat glaucoma and macular degeneration.

The Trust offers patients a choice of local, specialist services and invites consultants from other neighbouring NHS trusts to hold clinics in the area. They work with Musgrove Park in Taunton on a vascular network, Derriford on a neonatal network and the Royal Devon & Exeter NHS Foundation Trust (RD&E) on a cancer network. They also work with the RD&E to deliver ear, nose and throat services.

The acute hospital is big enough that it provides their clinicians with real opportunities for innovation and research, but small enough for staff to make a real impact with their work. They also have close-knit teams with quick lines of communication, so they can make improvements happen.

### **Integrated health and social care community services**

NDH's teams of integrated health and social care community professionals across northern Devon work to rehabilitate patients, avoid admissions, and promote health, wellbeing and independence. The multidisciplinary teams include community nurses, social workers, physiotherapists, occupational therapists, community matrons and the voluntary sector.

The teams deliver care to around 2500 people at any one time, often with very complex needs, providing support and treatment to enable them to live independently in their own homes.

The teams provide a rapid response service. If a GP is worried about a patient whose health is deteriorating, they can call the community rapid response team who will arrive at the person's home within two hours. They assess the health and social care needs with the patient, and they are provided with immediate support in their own home. Quite often this avoids an admission to hospital.

The Trust's Pathfinder team at NDH liaises with the wards to organise timely and safe discharges for patients who require ongoing care or support after leaving hospital. As members of the local health and social care teams, the Pathfinder and onward care teams develop and arrange any care packages that are required to ensure the patient can leave hospital, with the right support to live independently at home.

In 2016, NDH launched Devon Cares. They are the prime provider of domiciliary care services across northern and mid-Devon and work in partnership with their local social care providers to arrange for people to receive social care at home. This made them the first NHS Trust to enter the domiciliary care market, and since taking over this function, the number of people waiting to have their care needs met has significantly reduced.

The Trust has five community hospitals and two resource centres, which provide local hubs of healthcare for their communities and a range of services that are easily

accessible to the local population, including minor injuries units and local outpatient and self-referral services, such as sexual health clinics.

### **Specialist community services**

The Trust is the main provider of specialist community healthcare services across North, East, Mid and South Devon, including podiatry, dentistry, sexual health and Sexual Assault Referral Centres (SARC). They also provide adult and paediatric bladder and bowel care services in these areas.

### **Key challenges**

The key challenges facing the organisation come from the local and national context in which it operates, including the NHS Long Term Plan, the Devon Sustainability and Transformation Partnership (STP), growing demand, workforce pressures and challenging financial control totals. In June 2018 the Trust entered into a collaborative agreement with a neighbouring trust, the RD&E, to help it address some of the challenges it faces as a result of being one of the most remote acute hospitals in the country. The collaboration has already seen some really positive joint-working taking place between the two organisations and we are looking at what other opportunities this could bring, making this an exciting time to join the Trust.

## 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:

- [Becoming 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: 5 March 2019 at 11am.** Please forward your completed application to [NHSI.Chairsandneds@nhs.net](mailto:NHSI.Chairsandneds@nhs.net)
- **interview date: 20 March 2019**
- **proposed start date: 1 April 2019**

## Getting in touch

- We strongly recommend an informal and confidential discussion with James Brent the Chair of the Trust, please contact Geraldine Garnett-Frizelle on 01271 311830
- **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.

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