



University Hospitals of
Derby and Burton
NHS Foundation Trust

University Hospitals of Derby and Burton NHS Foundation Trust

NExT director

Candidate information pack

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NHS England and NHS Improvement



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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.

2. University Hospitals of Derby and Burton NHS Foundation Trust

This is an exceptional opportunity to share your talents and expertise to make a positive difference to the lives of people served by University Hospitals of Derby and Burton NHS Foundation Trust (UHDB).

UHDB cares for more than one million patients each year and serves a population of a similar size across South Derbyshire, South East Staffordshire and beyond. The Trust has five hospitals across the region, with the largest being the Royal Derby Hospital and the second largest being Queen's Hospital Burton, covering the historic Peak District, Southern Derbyshire and East Staffordshire. Our community Hospitals are Sir Robert Peel Community Hospital in Tamworth, Samuel Johnson Community Hospital in Lichfield and London Road Community Hospital in Derby. In addition we have staff at four other clinical sites in the region.

Due to our expertise and infrastructure, some of our highly specialist services draw patients from across the region and country. In total more than 13,000 staff provide care across our five hospitals and provide clinical services in 48 specialities, with aspirations to grow specialist services further. All five of our hospitals retained their individual names and their own unique identities within UHDB and each has an important part to play in our future. The Trust merged in 2018, bringing together Derby and Burton, with the aim to:

- secure local general hospital services at Queen's Hospital Burton (QHB), to ensure their sustainability and to improve the quality of clinical care provided to the communities it serves.
- give the enlarged Trust access to a greater catchment population to support the sustainability and development of its specialist tertiary services provided from the Royal Derby Hospital (RDH).
- make better use of the community hospitals in Derby, Lichfield and Tamworth, complementing both the Derbyshire and Staffordshire Sustainability and Transformation Partnerships (STPs) and providing a focus for the development of local 'place based' models of care.

As a new Trust we brought all five hospitals and 13,000 team members together. ‘We’ looked at our ‘Why?’, our fundamental purpose, the thing that guides all we do. ‘We’ looked at our ‘How?’, the way we’re going to behave - with each other, our patients, partners and the public we serve. ‘We’ looked at the ‘What?’, the big steps we must take in the future. As a result, our staff said their vision was:



To achieve this our staff identified Compassion, Openness and Excellence as the values they wished to live and work. The Trust has recently launched its Exceptional Care Together 2020-2025 strategy to help us achieve our vision. To do this we will follow our five PRIDE ambitions, each with its own true north goal:

- P** *Putting our patients & our communities first*
- R** *Right first time*
- I** *Invest our resources wisely*
- D** *Develop & nurture our colleagues*
- E** *Ensure improvement through effective partnerships*

A copy of the [Exceptional Care Together strategy](#), and the first four of nine support strategies (for Clinical, Quality and People, Equality, Diversity and Inclusion) are available on the Trust [website](#). The next six support strategies will be published later this year. Since the merger the Trust has already taken major steps to achieving its aims, including be rated as Good by the CQC in 2019.

As a Foundation Trust our board at UHDB has certain autonomy and freedoms granted to them. Our governors are at the heart of ensuring that the we remain accountable to our patients and the public. To exercise this aspect of their role effectively, our governors have regular and meaningful engagement with our board.

The Council of Governors ensures that the views of members, as well as those of the wider community, are represented appropriately and it has been re-constituted to reflect the wider communities served by the merged Trust. The board ensures the Council of Governors are fully engaged in determining the future plans of the Trust but are not responsible for the day-to-day management. The Council of Governors comprises of members who are either elected by our staff and public members or selected to represent the views of the specialist fields in which they work.

3. UHDB's NExT Director Programme

There is emphatic evidence that diverse boards make the best decisions. At UHDB we want to take positive action to increase the diversity of our board team. In non-executive roles nationally, we know that people from the local Black Asian and Minority Ethnic communities, LGBT communities, younger people and those with lived experience of disability are all under-represented. We want a change.

We are part of two health and social care systems in Derbyshire and Staffordshire. UHDB is an integrated provider of hospital and community services local services primarily to the populations of Derby, Burton, Lichfield and Tamworth of more than one million people. The last national population census held 9 years ago, tells us that the percentage of BAME people in Derby City is 25%. For the whole of Derbyshire, excluding Derby, it is 4% and for East Staffordshire it is 14%. UHDB also recognises there is relatively large Filipino community living in Derby and working at UHDB. Our 2020 Workforce Race Equality Standard (WRES) reporting tells us that 20% of UHDB's staff are BME and this is an increase of over 1% compared to 2019.

We don't reflect these diverse communities' populations in our boardroom and we want that to change to ensure that the voices of all our diverse communities are heard. Of our Board members, 6% are BME and 47% are female (56% of our Non-Executive Directors and 38% Executive Directors are women). We are really interested in receiving applications from people with different backgrounds and from local BAME communities with senior level experience who want to learn more about being a non-executive director in the NHS. As part of our board's succession plans to improve diversity we are offering two development placements to talented people who want to

be NHS non-executives so that they can learn first-hand about the challenges and opportunities associated with being a non-executive director in the NHS today.

The 12 month NExT Director programme will give successful candidates a unique insight into the role and responsibilities of being an NHS non-executive director by supporting senior people in bridging knowledge gaps, for example:

- Operating at board level
- Transitioning from executive to non-executive roles
- Board level exposure in and organisation of huge size and complexity
- Understanding NHS structures and accountability, how the money flows, who the key partners are, where all the regulators fit and the board's role in quality and safety

The opportunity

You will feel part of the UHDB leadership team and invited and encouraged to take part in board discussions and in committee debate. You will be offered a placement with a range of development support:

- Access to board and committee meetings and papers as appropriate, including an opportunity to review and analyse meetings to learn with board members
- The assignment of an experienced non-executive director mentor for the period to help shape your personal programme and provide regular feedback and advice
- Opportunities to shadow key senior staff and meet staff and patients' groups
- a comprehensive local induction programme based on our offer to our new substantive non-executives and access to the same training and networking opportunities available to them
- The opportunity to learn and contribute to the full range of UHDB's organisational challenges, leadership styles and governance structures

This is a development opportunity and not an appointment or employment. It does not entitle you to a position with UHDB or any other Trust at the end of your placement.

4. NExT Director - person specification

This specification describes the skills, experience and attributes that are required to be considered for one of these placements as a NExT Director with UHDB.

The NHS is founded on principles and values that bind together the diverse communities and people it serves – patients and public – and the staff who work for it.

Required values, competencies and experience

Values

You must demonstrate a clear commitment to the trust's values and the NHS values and principles outlined in the [NHS Constitution](#) and 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.**

Core competencies

You will work alongside non-executive and executive board colleagues. We need diverse, inclusive and compassionate leaders who not only reflect the community we serve and the staff we employ but have the leadership style and breadth of perspective to make good collective decisions. You will be able to demonstrate the ability to contribute confidently and effectively in the NHS provider non-executive director's role. More information about the non-executive director role in the is available from [NHS England and NHS Improvement](#). You will need to be able to demonstrate you can use your **senior level experience** to:

- bring independence, external perspectives, skills and challenge to **strategy development**
- shape and support an inclusive, compassionate, person-centred **culture** for the trust, encouraging diversity, change and innovation using a collaborative and engaging leadership style
- use personal knowledge and experience to hold the executive to account by providing **purposeful, constructive scrutiny and challenge** using strong

analytical skills to review and interpret complex information to identify risks and evaluate options

- achieve the **best sustainable outcomes** for patients and service users by encouraging continuous improvement, clinical excellence and value for money
- balance organisational governance priorities with **system collaboration**; able to form alliances and work diplomatically across complex interfaces to prioritise population health in line with the [NHS Long Term Plan](#)

Lived experience

Personally, you will bring a range of professional expertise as well as community understanding and experience. We are interested in your life experience and personal motivation that will add valuable personal insights such as: a patient or carer of a service user; engaging with diverse ethnic, cultural, social and economic and cultural groups and communities; experience of gender and women's issues; experiences and challenges of younger people; and those with lived experience of mental health issues and/or living with physical disability.

Additional criteria

You will also have:

- the self-knowledge and appetite to drive your own learning and development, and the ability to engage with and add value to the work of UHDB board and its sub committees
- senior experience from private, public or voluntary sector with a strong understanding the of legal duties, liabilities and responsibilities of being a non-executive director in today's NHS.

Time commitment

The non-executive role is part-time to ensure independence and objectivity is maintained. The time commitment for our NExT Director placements will include attendance at all board meetings and board development sessions, some committee work and enough preparation time to ensure you are well briefed on internal and external context. A minimum of 2 days a month would be expected to undertake the role successfully.

Eligibility

The NExT Director Scheme is a development programme created by NHS England and NHS Improvement focussed on supporting people from groups who are currently under-represented on our NHS boards into these important non-executive roles. It focuses on supporting people with protected characteristics and senior level experience into board level roles in the NHS.

The trust serves the populations of South Derbyshire and South East Staffordshire and primarily the towns of Derby, Burton, Lichfield and Tamworth. Preference will be given to candidates who live in and have a strong affinity and connections within these areas and an understanding of the diverse communities it serves.

As part of the assurance work NHS boards you will be asked to address questions relating to topics including misconduct or mismanagement, bankruptcy and convictions and we will make a number of specific background checks. More information can be found on our [website](#).

Remuneration

DHDB are offering £6,500 per annum as an honorary payment.

5. Further information

Improving diversity

We value and promote diversity and are committed to equality of opportunity for all. The best boards are those that reflect the communities we serve and therefore applications from all backgrounds are welcomed.

How to apply

This is a competitive process. If you wish to apply, please provide:

- a covering statement outlining evidence of how you meet the person specification for this role including:
 - your motivation for applying and commitment to the trust's values and the NHS values and principles
 - the senior level achievements and lived experience that equips you with the core competencies of a non-executive in the NHS

- where you feel that you would gain benefit from the programme in developing your experience to be a fully effective non-executive in the NHS
- a CV that includes your address and contact details, highlighting and explaining any gaps in your employment history
- 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
- the monitoring information form which accompanies this pack and is available for download
- information about any adjustments and / or dates when you will not be available

Helpful links

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 England / 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.

Key dates

- **closing date for receipt of applications: 14 September 2020 at 12 noon.**
Please forward your completed application to NHSI.Chairsandneds@nhs.net
- **interview date: 1 October 2020**

Getting in touch

- We strongly recommend an informal and confidential discussion with **Dr Kathy McLean, OBE**, the Chair of the trust. Please contact Amy Brinklow on 01332 786259 or by emailing amy.brinklow@nhs.net
- NHS England / NHS Improvement – for general enquiries contact Miriam Walker, Non-executive Appointments Officer on 0300 123 2059 or by emailing miriam.walker@nhs.net

NHS England / NHS Improvement

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