



# Could you help lead the NHS in your area?

**Epsom & St Helier University  
Hospitals NHS Trust and  
St George's University  
Hospitals NHS Foundation Trust  
Non-executive Director in common**

**Candidate information pack**

**Ref: L2360**



**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 people with a disability 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

Epsom & St Helier University Hospitals NHS Trust (ESTH) and St George's University Hospitals NHS Foundation Trust (St George's) are seeking high calibre candidates to apply to join the Boards of Directors as a non-executive Director in common (NED in common). This is an opportunity to share your expertise and experience, contribute to the leadership of the Trusts and help them deliver their vision of outstanding care, to their patients, staff and the communities they serve across South West London and beyond.

The successful candidate will Chair the Trusts' Audit Committees and must therefore be a qualified accountant and bring relevant and recent financial experience.

This is an exciting time to join both trusts, as they implement their strategies, develop their culture, and work in closer collaboration to transform patient care at both Trusts and with their partners across South West London.

## 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 the following experience:

- Recent, relevant and senior or board level financial experience gained within a large and complex organisation. You will be a qualified accountant with the ability to chair the Audit Committee.
- A demonstrable commitment to equality, diversity and inclusion

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 trusts, including championing equality, diversity and inclusion at scale.

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 the area served by the trusts.

- On average this role will require 6 days a month, however the time commitment may vary, and a flexible approach should be taken.
- The remuneration payable for this role is £27,000 per annum.

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 England / 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 the Trusts

#### ESTH

ESTH provides a range of acute hospital and medical services to approximately 490,000 people living across south west London and north-central Surrey. In addition, ESTH provides more specialist services, in particular renal and neonatal intensive care, to a wider area, covering Surrey and parts of Sussex and Hampshire, and ESTH hosts the South West London Elective Orthopaedic Centre (SWLEOC) partnership. The trust's main commissioners are Sutton and Surrey Downs Clinical Commissioning Groups (CCGs) and it has a sizable specialist service contract with NHS England in relation to renal services.

ESTH's two main acute sites are St Helier Hospital in the London Borough of Sutton, within the South West London Health and Care Partnership, and Epsom Hospital in Surrey, within the Surrey Heartlands Integrated Care System. The trust also provides out-reach services at a number of more locally-based care centres and is moving to increasingly integrated models of care working with local community, primary, and other service providers.

On 1 April 2019, ESTH became the host for the delivery of community health services across both of its local place-based communities of Surrey Downs and Sutton. Both community contracts are delivered through contractual joint ventures (Surrey Downs in partnership with the 3 local GP Federations and the community trust and Sutton in partnership with the local GP Federation, local authority and mental health trust). Discharging its host responsibilities to a high standard and working in partnership to transform pathways across hospital and community settings is a key priority for the future.

ESTH has published a bold and ambitious [five year strategy for 2020 to 2025](#) which sets the broad direction of travel over the coming years. The Trust is also focussed on the [Building Your Future Hospital Programme](#) that has been established in response to the allocation of £511m of funding under the health infrastructure plan to support the implementation of a new clinical model.

#### ESTH values

***“Above all we value RESPECT”***

It helps ESTH to live their behaviours:

- Kind
- Positive
- Professional
- Teamwork.



So they can achieve their mission statement: **outstanding care, every day.**

## St George's

With over 9,000 dedicated staff caring for patients around the clock, St George's is the largest healthcare provider in South West London and one of the biggest and busiest hospital Trusts in London. It provides services out of two main hospital sites (St George's Hospital in Tooting and Queen Mary Hospital in Roehampton), as well as health centres, GP surgeries, schools, and people's homes.

The main site, St George's Hospital in Tooting – one of the country's principal teaching hospitals – is shared with St George's, University of London, which trains medical students and carries out advanced medical research. St George's Hospital also hosts the St George's, University of London and Kingston University Faculty of Health and Social Care Sciences, which is responsible for training a wide range of healthcare professionals from across the region.

St George's Hospital is one of four major trauma centres in London, and home to hyper acute stroke and heart attack centres. It is a major centre for cancer services, one of only two designated children's cancer centres in London and one of the largest centres for cancer surgery / chemotherapy in the capital. St George's is also one of the biggest children's hospitals, including being home to one of only four paediatric trauma units in London. In addition, St George's is a major centre for neurosciences, offering patients innovative new treatments such as the country's first 24/7 mechanical thrombectomy service. Its clinical teams also have growing influence in research, with more clinical trials undertaken than ever before.

St George's serves a population of 1.3 million across South West London. A large number of services, such as cardiothoracic medicine and surgery, neurosciences and renal transplantation, also cover significant populations from Surrey and Sussex, totalling around 3.5 million people.

St George's also provides care for patients from a larger catchment area in South East England, for specialties such as complex pelvic trauma. Other services treat patients from all over the country, such as family HIV care and bone marrow transplantation for non-cancer diseases. The Trust also provides a nationwide state-of-the-art endoscopy training centre.

A number of their services are members of established clinical networks which bring together doctors, nurses and other clinicians from a range of healthcare providers working to improve the quality of services for patients. These include the South London Cardiac and Stroke Network and the South West London and Surrey Trauma Network, for which St George's Hospital is the designated heart attack centre, hyper-acute stroke unit and major trauma centre.

St George's has an ambitious five-year strategy which sets out its vision of providing outstanding care, every time to its patients, staff and the communities it serves. The strategy involves the Trust providing strong foundations, excellent local services for the people of Wandsworth and Merton, closer collaboration with partners across South West London, and acting as a provider of specialist healthcare with a particular focus on cancer, neurosciences, and children's services.

## St George's values and behaviours

All NEDs should demonstrate a commitment to the Trust's values and standards of behaviour:

- Ensure the Trust promotes equality and diversity for its patients, staff, and other stakeholders
- Promote and safeguard the reputation of the Trust
- Uphold the highest standards of integrity and probity, adhering to the Nolan Principles and the Trust values
- They expect all their staff to share the values that are important to the Trust, being **Excellent, Kind, Responsible & Respectful**, and for them to behave in ways that reflect these values.

## Living their Values

To achieve their vision of providing outstanding care, every time for their patients, staff and the communities St George's serve, they need to keep patients at the heart of everything that they do – their values are designed to inspire their staff to achieve this.

excellent  
kind  
responsible  
respectful

<b>excellent</b>	<ul style="list-style-type: none"> <li>• Look after our patients as we would like to be looked after ourselves.</li> <li>• Set ourselves high standards and be open to new ideas.</li> <li>• Be professional in our approach and in our appearance.</li> <li>• Promote and share best practice.</li> </ul>
<b>kind</b>	<ul style="list-style-type: none"> <li>• Anticipate and respond to patients' and carers' concerns and worries.</li> <li>• Support each other under pressure and consider the impact of our actions on others.</li> <li>• Help people find their way if they look unsure or lost.</li> <li>• Smile, listen and be friendly.</li> </ul>
<b>responsible</b>	<ul style="list-style-type: none"> <li>• Have patient safety as our prime consideration.</li> <li>• Be responsible for ensuring good patient experience.</li> <li>• Use resources wisely.</li> <li>• Challenge poor behaviour in others.</li> <li>• Learn from experience including our mistakes.</li> </ul>
<b>respectful</b>	<ul style="list-style-type: none"> <li>• Keep patients, families and carers involved and informed.</li> <li>• Protect patients' dignity and confidentiality.</li> <li>• Wear our name badges, introduce ourselves and address people in a professional manner.</li> <li>• Respect colleagues' roles in patient care and experience.</li> </ul>

## 4. London Leadership Values

### Core values

Our core values right now are:

- **Courage**, passion and decisiveness
- **Compassion** (which we define as being open, fair, generous, enabling and responsive)
- **Integrity** (behaving with consistency and doing what we say)

### Aspirational values

Over the next 12 months we would also like to demonstrate that we are:

- Consistently hard on the problems but **generous** with people

This will mean we are supportive and selfless and show respect to one another in public and in private

- Effortlessly **inclusive**

### Accidental values and behaviours

The most common or most destructive accidental behaviours/values that we see in the system right now and which we would like to eradicate include:

- Putting **institutions** and staff ahead of patients and citizens
- Using power to obstruct or for 'gaming', point scoring, personal attacks and bullying
- Using information and knowledge as a 'bargaining chip' or to shame colleagues instead of sharing information openly and creating opportunities to learn
- Failing to be open and honest not saying things 'in the room'
- Learned helplessness and 'playing safe'

### Permission to play values

Alongside honesty and integrity, we expect leaders in the London NHS to be:

- Working collaboratively, and
- Taking accountability for the mandate

## Appendix 1: More information

For information about the Trust, such as business plans, annual reports, and services, visit their websites:

- [Home | Epsom and St Helier University Hospitals](#)
- [Home - St George's University Hospitals NHS Foundation Trust](#)

Follow the links for more information about:

- **Support to prepare candidates to apply for a non-executive vacancy including:**
  - Building your application
  - Sources of information and useful reading
  - Eligibility and disqualification criteria
  - Terms and conditions of chair and non-executive director appointments
  - How we will handle your application and information
- **[View all current chair and non-executive vacancies](#)**
- **[Sign up to receive email alerts on the latest vacancies](#)**
- **[Contact details for the Non-executive Appointments Team](#)**

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## 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: 10 June 2021 at 11am.** Please forward your completed application to [NHSI.Chairsandneds@nhs.net](mailto:NHSI.Chairsandneds@nhs.net)
- **interview date: week beginning 5 July 2021**
- **proposed start date: July/August 2021**

### Getting in touch

- Alumni Harvey Nash are helping us to identify potential candidates, if you would like a confidential discussion about the role contact James Whitehead, at [James.Whitehead@HarveyNash.com](mailto:James.Whitehead@HarveyNash.com) or on 07545741153
- At shortlist stage we strongly recommend an informal and confidential discussion with Gillian Norton, the Chair of the trusts and / or Jacqueline Totterdell, Chief Executive of St George's, and Daniel Elkeles, Chief Executive of ESTH. These discussions can be facilitated by Alumni Harvey Nash
- **NHS England / NHS Improvement** – for general enquiries contact Helen Barlow on 0300 123 2038 or by emailing [helen.barlow2@nhs.net](mailto:helen.barlow2@nhs.net)

#### NHS England / NHS Improvement

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