



Could you help lead the NHS in your area?

**Cambridgeshire Community
Services NHS Trust**

Two Non-executive Directors

Candidate information pack

Reference: M2370



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 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

There are two Non-executive Director (NED) vacancies at Cambridgeshire Community Services NHS Trust. This is an exceptional opportunity to share your talents and expertise to make a positive difference to the lives of people served by the Trust.

Cambridgeshire Community Services NHS Trust (CCS) delivers a wide range of services for children and adults across Bedfordshire, Cambridgeshire, Luton, Peterborough, Milton Keynes, Norfolk, Suffolk and Waveney and has been awarded the highest rating of outstanding by the Care Quality Commission.

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 senior level experience in one of the following:

Post 1

- You will have clinical and patient safety expertise gained from medical, nursing or allied disciplines in an academic, research, regulatory or clinically focused role

Post 2

- You will have recent, relevant finance experience gained in a large and complex organisation with the capacity to Chair the Audit Committee, preferably with 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 future NHS leaders, the successful candidates 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 at least one of the areas served by the trust

- On average this role will require the equivalent to 2 to 3 days a month, however the time commitment may vary and a flexible approach should be taken.
- The remuneration payable for this role is £13,000 (standard rate for all NEDs) 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. Message from Mary Elford, Chair, Cambridgeshire Community Services NHS Trust

I am delighted you are interested in joining the board of our exceptional Trust.

I am immensely proud of our achievements which, particularly over the last 18 months, exemplify the commitment and passion we have for delivering outstanding services in the most demanding of times.



We have exciting plans for the future and I am looking for two talented and experienced leaders to add value to our forward thinking Board and play a critical role in turning these plans into reality.

At the heart of our organisation is our commitment to putting our people first and our outstanding staff survey results demonstrate the vibrant and inclusive culture we have created together. There is more we can do and the two successful candidates will share our commitment to creating a diverse and engaged workforce that welcomes the involvement of service users and local people in all that we do, and delivers the very best outcomes for the communities we serve.

Board Directors are playing a critical role in the development of integrated care systems across our regional geography. We have excellent relationships with partners and many examples of delivering innovative models of care. Strategic leadership and engagement within these partnerships will continue to be a priority for our Board of Directors.

As a Trust which is at the forefront of national developments in community services, we are seeking individuals with the vision and commitment to ensure we remain at the vanguard of delivering excellence at a local and national level.

I hope that you will be inspired to make an application to join us.

4. About Cambridgeshire Community Services NHS Trust

The Trust has been successfully delivering innovative and accessible services close to people's homes since April 2010. They are one of only approximately 30 trusts across the country rated Outstanding by the Care Quality Commission, reflecting the passion and commitment demonstrated by their 2650 staff.

Their ethos is 'people before process', recognising – as research shows - that an engaged and happy workforce will deliver great patient outcomes. The Trust is delighted therefore that, yet again, their latest results from the national staff survey

were incredibly positive and their staff engagement score was the joint highest within its peer group of community trusts.

The Trust's commitment to deliver outstanding care is reflected in feedback from service users, with 98% of over 28,000 people during 2020/21 rating the service they provided as very good or good. Some of the most memorable and powerful feedback from service users has been at their public Board meetings where they shared first-hand how the Trust's services are changing people's lives, as well as how they can further improve services.

The commitment of their staff to adapt and work in new and innovative ways to support the fight against the Covid-19 pandemic over the last year has been phenomenal. Whether ensuring the ongoing delivery of services on the frontline, being part of their large scale vaccination centres, or delivering essential support services; their staff demonstrated compassion and empathy for colleagues, patients, families and friends in these unprecedented times.

The Trust's robust governance and financial management regime has enabled it to deliver its portfolio of services and maintain a strong financial position.

Leaders across the Trust are actively engaged in system-wide transformation and innovation at a local and national level. Examples of how the Trust continued to transform services in the last year across its localities include:

- accelerating their digital transformation to deliver safe services during the pandemic, via the rapid roll out of virtual consultations which provided a lifeline to services users, particularly vulnerable families. Whilst they continued to deliver face to face appointments where clinically necessary (with staff wearing appropriate personal protective equipment), the vast majority of contacts were delivered via video conferencing and telephone
- contributing to the Cambridgeshire and Peterborough Best Start in Life 5-year strategy to improve life chances of children (pre-birth to 5 years) through a contractual Joint Venture with Cambridgeshire and Peterborough NHS Foundation Trust
- being among the first in the country to successfully pilot the First Contact Practitioner (FCP) role in Cambridgeshire and Peterborough in a primary care setting as part of a national programme. The Trust now has 15 whole time equivalent FCP roles covering 10 Primary Care Networks to support primary care and improve access for service users
- developing a consistent Discharge to Assess model across Bedfordshire in partnership with East London NHS Foundation Trust and other system partners, to ensure the most effective discharge pathways are in place and people are supported to return home with the appropriate care packages when they are medically fit to do so

- expanding their Luton and Bedfordshire Children’s Rapid Response Team since it became the first in the country to introduce direct referrals from NHS 111 for children under five to reduce hospital emergency attendance. Health care professionals across Luton and Bedfordshire can now refer to the service seven days a week. This service was the East of England finalist in the 2020 Parliamentary Awards in the Excellence in Emergency and Urgent Care category; nominated by Rachel Hopkins MP
- continuing to support system-wide collaboration across Norfolk to improve outcomes for families
- maintaining the redevelopment of the North Cambridgeshire Hospital site and successfully submitting a planning application on behalf of eleven local NHS and social care partners to modernise services and facilities on the Princess of Wales hospital site in Ely to meet the needs of a growing and ageing population
- winning the National BAME Health and Care Awards 2021 for their Dynamic Healthcare Functional Rehabilitation Class for South Asian Females in the Outstanding Achievement of the Year category
- being awarded the Health Service Journal improving care for older people patient safety award for its Luton-based population health management tool in November 2020.

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:

- **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: 30th September 2021 at 11am.**
Please forward your completed application to NHSI.Chairsandneds@nhs.net
- **interview dates for both posts: end October / early November 2021 (to be confirmed)**
- **proposed start date for** **Post 1 : 1 January 2022**
Post 2 : 1st April 2022

Getting in touch

- We strongly recommend an informal and confidential discussion with Mary Elford the Chair of the Trust. Please contact Michelle Robinson on michelle.robinson24@nhs.net to arrange this.
- **NHS England / NHS Improvement** – for general enquiries contact Jasmine Burleigh on 0300 123 2429 or by emailing j.burleigh1@nhs.net

NHS England / NHS Improvement

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