

# Could you help lead the NHS in your area?

**Portsmouth Hospitals University  
NHS Trust, Non-executive Director  
Candidate information pack**

**Reference: S2698**



**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.**

## Contents

1.	The opportunity	4
2.	The person specification	4
3.	About Portsmouth Hospitals University NHS Trust	5

Appendix 1: More information

Appendix 2: Making an application

Appendix 3: Key dates

## 1. The opportunity

There is a vacancy for a Non-executive Director (NED) Portsmouth Hospitals University NHS Trust (PHU). 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.

The successful candidate will join the Board of Directors as the Chair of Audit Committee.

We are keen to hear from leaders who bring a depth of understanding of equality, diversity and inclusion with strong local networks and insight into the population health of our communities. We are open to applicants from all sectors, including private, voluntary and the wider public sectors. We welcome diverse and fresh insights; innovative and inclusive leaders who can thrive whilst remaining accountable.

## 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, 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 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 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 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
- engage with internal and external auditors and the local counterfraud service on behalf of the Board
- support the annual report and accounts process on behalf of the Board

### **3. About Portsmouth Hospitals University NHS Trust**

PHU is proud to provide expert, compassionate care and was rated good by the Care Quality Commission in its most recent inspection report published in January 2020. The Trust provides a range of acute services at the Queen Alexandra Hospital. The Queen Alexandra Hospital site went through a major redevelopment in 2009, to create a modern and 'fit for purpose' hospital. The majority of the Trust's acute services are

now provided at the Queen Alexandra Hospital following the completion of the redevelopment.

The Trust:

- provides comprehensive secondary care and specialist services to a local population of 675,000 people across Portsmouth and south east Hampshire. In addition, it offers certain tertiary services to a wider catchment area in excess of two million people
- has 8,732 full time equivalent staff, 1,200 beds and an annual turnover close to £800 million
- has 28 operating theatres - with four dedicated endo theatres
- has two purpose-built interventional radiology suites for image guided minimally invasive surgery
- has four state of the art linear accelerators for cancer treatment
- has a state of the art pathology laboratory
- their critical care facilities are rated “outstanding” by the Care Quality Commission. PHU has two MRI scanners, four CT scanners, a PET scanner and a state-of- the-art pathology laboratory for analysing blood and tissue samples at our hospital sites or at home with their midwifery teams

The Trust was awarded university hospital status in July 2020, joining 44 other specialist trusts nationwide which have achieved the high standards required to form the membership of the University Hospitals Association. Becoming a university hospital is the first step in a long-term programme that will enhance research partnerships to drive innovation and develop new treatments more quickly, invest in further in academic partnerships and strengthen the future workforce. The Trust is continuing to build on its strong existing partnership with the University of Portsmouth, while continuing to drive further improvements to embed research, education and training into ways of working across the whole organisation.

The Trust is also host to the country’s largest Ministry of Defence Hospital Unit, Joint Hospitals Group South, treating current and former members of the armed forces and their families and training clinicians.

PHU and Isle of Wight NHS Trust (IWT) announced an acute services partnership between the two trusts in early February 2020 which builds on existing close working relationships to improve services for local people and deliver more sustainable emergency and elective services for the Island. In February 2023, PHU and IWT announced plans to strengthen the Acute Services Partnership through the appointment of a single Chief Executive, Executive Team and single clinical leadership across their two organisations. The Trusts already share a single Chair and some common NEDs.

The partnership approach is to plan once for delivery of acute services across two hospital sites, providing high-quality, sustainable care for a total population of 800,000 people at Queen Alexandra Hospital Portsmouth and St Mary's Hospital, Newport. The COVID-19 pandemic accelerated change across the whole NHS, and this experience is informing the next phase of joint planning for clinical models and enabling functions as the partnership takes shape.

The recent strategic developments to become a university hospital and partner with the IWT will bring significant opportunities for patients and colleagues with potential growth in clinical research and innovation in education, training and ways of working.

The PHU “Working Together, Improving Together Strategy 2023 – 2028” is set out below:



## 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**

*NHS England 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: 4 September 2023 at 11 am.** Please forward your completed application to [england.chairsandneds@nhs.net](mailto:england.chairsandneds@nhs.net) quoting reference **S2698**
- **interview date: 26 September 2023**
- **proposed start date: October 2023**

## Getting in touch

- We strongly recommend an informal and confidential discussion with Melloney Poole OBE, the Chair of the Trust. Please contact Jayne Bonilla on 02392 286770 or by emailing [jayne.bonilla@porthosp.nhs.uk](mailto:jayne.bonilla@porthosp.nhs.uk)
- **NHS England** – for general enquiries contact Miriam Walker on 0113 825 0009 or by emailing [miriam.walker@nhs.net](mailto:miriam.walker@nhs.net)

**NHS England**  
[england.chairsandneds@nhs.net](mailto:england.chairsandneds@nhs.net)  
W: [england.nhs.uk](http://england.nhs.uk)

 E:  
**Portsmouth Hospitals**  
**University**  
NHS Trust