

# Could you help lead the NHS in your area?

**West Hertfordshire Teaching  
Hospitals NHS Trust**

**Non-executive Director**

**Candidate information pack**

**Reference: M2964**



**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

There is a vacancy for a Non-executive Director (NED) at West Hertfordshire Teaching Hospitals NHS Trust (WHTH). 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.

It is an exciting time for the Trust. They have an ambitious acute redevelopment programme to upgrade facilities across their three hospital sites. They are also playing a substantial role in helping to develop the Hertfordshire and West Essex Integrated Care System (ICS) as well as being an active member in the South & West Herts Health Care Partnership (HCP). They are collaborating with system partners within their HCP and wider ICS to restore elective services following the pandemic, develop ways in which they can collectively reduce waiting lists and improve the quality and sustainability of services to the whole population within the ICS. The Trust is also developing their clinical partnerships with community services, GPs, local councils, and the voluntary sector to ensure a joined-up health service in West Hertfordshire that takes account of local challenges and circumstances.

In common with the whole NHS, the Trust is facing the ongoing challenge of restoring our services after the Covid-19 pandemic and the additional pressures that this has placed on the delivery of safe acute services. They are proud of their staff's dedication and resilience in responding to these challenges as well as the progress made in implementing their Electronic Patient Record (EPR) programme and award-winning Virtual Hospital programme.

The successful candidate will be an outstanding, local individual with a well-established background as a registered nurse, midwife or allied health professional within an organisation of significant scale and complexity. They will bring expertise to the Board on how to provide information and assurance to the Board that it is managing all issues in relation to quality, safety and performance, as well as a genuine commitment to patients and the delivery of high quality, safe and sustainable services.

They will be involved in the Board's governance via board meetings, board development through attendance leadership at board sub-committees of the Quality & Safety Committee and attendance at least one other committee.

NEDs bring an independent perspective, support and challenge to help shape the future of the Trust. West Hertfordshire has a rich background of cultures, and we encourage diversity at Board level. For this role, we would particularly welcome applicants from minority ethnic communities, those living with a disability and/or from the LGBTQ+ community.



## 2. The person specification

### Essential criteria

You will need to have a genuine commitment to patients and the promotion of excellent health care services.

We are looking for a local individual with senior experience & expertise as a registered nurse, midwife or an allied professional role, which will include:

- Experience of working as a senior clinical leader in a hospital with a commitment to championing innovation, quality improvement and patient safety.
- Experience of working to improve population health and reducing health inequalities.
- Understanding of complex strategic issues, in order to achieve enhanced delivery of clinical services.
- Understanding of quality performance metrics.
- Act as the Trust's Non-Executive Lead for Freedom to Speak Up to support the FTSU Guardian and act as a fresh pair of eyes to ensure that investigations are conducted with rigor and to help escalate issues, where needed.

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 area 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 and the Trust make 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](#).

### 3. About West Hertfordshire Teaching Hospitals NHS Trust

West Hertfordshire Teaching Hospitals NHS Trust (WHTH) is an acute trust providing hospital services to over 500,000 people living in Hertfordshire and north London. It has three hospitals (Watford General, St Albans City Hospital and Hemel Hempstead Hospital). The Trust also manages an outpatient physiotherapy unit at Abbots Langley. The Watford site is by far the biggest and is the focus for the Trust’s emergency and specialised care. The Trust provides a range of more specialist services to a wider population, serving residents of North London, Bedfordshire, Buckinghamshire and East Hertfordshire.

The Trust employs around 5,000 staff and over the course of a year treat nearly a million people, including 150,900 people attending their emergency services, nearly half a million via outpatient clinics and deliver about 4,600 babies.

There has never been a more exciting time to join West Hertfordshire Teaching Hospitals NHS Trust. Major redevelopment works are due for completion by 2030 or soon after. These will be most dramatic at Watford General Hospital where up to 90% of buildings will be new.

They have implemented their Electronic Patient Records (EPR) programme and have further plans for a digital transformation and new models of care. They have built a new multi-storey car park to enhance their staff and visitors’ environment. As well as this, the Trust – which won the UK Best Employer Award (Nursing Times 2019) – has been granted teaching hospital status in recognition of its wide and well-renowned role in educating doctors, nurses, and other healthcare professionals.



# Meet the board

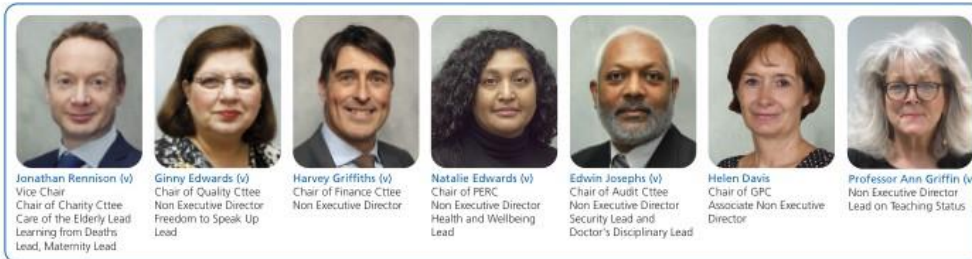
August 2023

(v) Voting member



Phil Townsend (v)  
Chairman

Matthew Coats (v)  
Chief Executive



Jonathan Rennison (v)  
Vice Chair  
Chair of Chantry Cttee  
Care of the Elderly Lead  
Learning from Deaths  
Lead, Maternity Lead

Ginny Edwards (v)  
Chair of Quality Cttee  
Non Executive Director  
Freedom to Speak Up  
Lead

Harvey Griffiths (v)  
Chair of Finance Cttee  
Non Executive Director

Natalie Edwards (v)  
Chair of PERC  
Non Executive Director  
Health and Wellbeing  
Lead

Edwin Josephs (v)  
Chair of Audit Cttee  
Non Executive Director  
Security Lead and  
Doctor's Disciplinary Lead

Helen Davis  
Chair of GPC  
Associate Non Executive  
Director

Professor Ann Griffin (v)  
Non Executive Director  
Lead on Teaching Status



Toby Hyde  
Chief Strategy and  
Collaboration Officer

Paul Bannister  
Chief Information Officer  
and Senior Information  
Risk Officer

Kelly McGovern (v)  
Chief Nurse and Director  
of Infection Prevention  
and Control

Andrew McMenemy  
Chief People Officer

Don Richards (v)  
Chief Financial Officer

Mary Bhatti (v)  
Acting Chief Operating  
Officer

Dr Michael van der Watt  
(v)  
Chief Medical Officer and  
Director of Patient Safety

Alex White  
Chief Redevelopment  
Officer

In Attendance



Dr Andy Barlow  
Divisional Director for  
Medicine

Mr Drostan Cheetham  
Divisional Director for  
Surgery, Anaesthetics  
and Cancer

Mr William Forson  
Divisional Director for  
Women's and Children's  
Services

Dr Rachel Hoey  
Divisional Director for  
Emergency Medicine

Martin Keble  
Divisional Director for  
Clinical Support Services

Mitra Bakhtiari  
Director of Midwifery and  
Gynaecology Nursing

Find us online @WestHertsNHS



www.westhertshospitals.nhs.uk



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## WTHT's Hospitals

### Watford General Hospital

**Watford is the main site for emergency and specialist care. The clinical services include:**

- Women's and children's services, including a consultant-led delivery unit, midwife-led birthing unit, antenatal and postnatal clinics
- Emergency care, including accident and emergency, acute admissions unit
- Ambulatory care unit, acute wards, intensive care unit and emergency surgery
- Planned care, including outpatients and complex surgery
- Medical care, including cardiology, care of the elderly, dermatology, endocrinology-diabetes, gastroenterology, haematology, neurology, respiratory, rheumatology and stroke
- Clinical support, including X-ray, CT, MRI, ultrasound, pathology, pharmacy, radiology, physiotherapy, occupational therapy and dietetic services



### Hemel Hempstead Hospital

**The clinical services offered at Hemel Hempstead include:**

- Antenatal and community midwifery
- Outpatients
- Step-down beds for patients
- Urgent care centre
- Medical care, including endoscopy and cardiac lung function testing
- Diagnostic support, including X-ray, CT, MRI, ultrasound and non-urgent pathology

### St Albans City Hospital

**St Albans is their elective, i.e. pre-arranged and non-emergency, care centre.**

**The clinical services offered include:**

- Antenatal and community midwifery
- Outpatients
- Minor injuries unit
- Elective and day surgery
- Clinical support, including X-ray, ultrasound, mammography and blood and specimen collection





## Values

The Trust has a set of values that governs everything they do at work, from making difficult decisions to how they work with their colleagues. Their values give all at the Trust a common purpose and help patients, as well as their family and friends, to know what to expect of everyone they meet when they visit one of their hospitals.



There is also evidence that where positive values are understood and followed by all staff, patients receive better care.

## Opportunities for development

As a Trust, they offer excellent educational and development opportunities for all staff. With strong links to the local universities, they offer an extensive portfolio of courses and programmes ranging from personal development through to leadership and management skills.

Their Leadership Academy develops leaders for the future and their induction introduces new recruits to the values of the organisation and provides important information about the benefits offered to their staff.

## Staff health and wellbeing

The Trust believes in supporting staff and promoting a positive work and life balance. Their Balance4Life programme offers staff a wide range of regular health and wellbeing events and activities, including fitness classes, health checks, talks and seminars.

## Local information

The Trust's hospitals are a great place to live and work. They are close to the beautiful Hertfordshire countryside and historical places of interest, with great shopping, excellent restaurants and a vibrant night life. There is a wide variety of leisure, cultural and recreation facilities within the locality and there are excellent schools with a variety of primary, secondary, grammar schools and sixth form colleges available.

They have first rate transport links with central London, which is easily reached within 30 minutes by rail travel. Bus services run between the train stations and Watford Hospital. The M25 is approximately 15 minutes due north, and all three towns are within easy reach of London and Heathrow and Luton airports.

Hemel Hempstead is close to London and served by the M1, M10 and M25 motorways. There is a rail link from London (Euston) to Hemel Hempstead that takes approximately 25 minutes.

St Albans is 25 minutes from London, close to the M25 and M1 and only 17 minutes by rail from London via the Thames Link.

## Postgraduate education

The Trust has active Post Graduate Medical facilities on all sites. A new 1-million-pound post graduate medical centre opened at Watford with greatly enhanced facilities including a simulation centre. A dedicated clinical skills lab at Watford was completed in November



2007. There is also a refurbished Postgraduate Centre at Hemel with excellent facilities, including a well-stocked library, two lecture theatres, several seminar rooms and PCs with ready access to recognised search engines and online journals. The Consultant Physicians are involved in presentations to the Junior Doctors and the local GP community.

The Trust Consultants are involved in the training of undergraduate students from UCL, Imperial and St George's University School of Medicine, Grenada.

## Public Transport and Car Parking

Car Parking facilities at the Trust are limited. The current car parking policy and permit allocation policy has recently been revised and permit applications should be directed to the Estates.

## 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: 1 November 2023 at 11am.** Please forward your completed application to [england.chairsandneds@nhs.net](mailto:england.chairsandneds@nhs.net) quoting reference **M2964**
- **interview date: 28 November 2023**
- **proposed start date: 6 January 2024**

### Getting in touch

- We strongly recommend an informal and confidential discussion with Phil Townsend, the Chair of the Trust. Please contact Carolyn Greeves, PA to the Chair on 01923 436336 or [c.greeves@nhs.net](mailto:c.greeves@nhs.net) or email directly [phil.townsend1@nhs.net](mailto:phil.townsend1@nhs.net).
- **NHS England** – for general enquiries contact Helen Barlow on 0300 123 2038 or by emailing [helen.barlow2@nhs.net](mailto:helen.barlow2@nhs.net)

#### NHS England

E: [england.chairsandneds@nhs.net](mailto:england.chairsandneds@nhs.net)

W: [england.nhs.uk](http://england.nhs.uk)

