



Non-Executive Director

Candidate information pack

May 2025

Welcome

Thank you for your interest in a non-executive director (NED) position at our Trust. This is an exciting opportunity, and we are delighted that you are considering joining us at this time.

We pride ourselves on being a welcoming and supportive organisation, and we are seeking an independent NED who shares our commitment to delivering the highest standards of care and continuously improving patient experiences.

We are well known locally for being a great place to work, with excellent community services, world class cancer services, an experienced surgical team, innovative digital lab, and leading maternity services. We are passionate about building on this reputation.

We are seeking to recruit a NED who will support our organisation by chairing our audit and risk committee and bringing insight into and knowledge of digital technology to enable us to continue to improve our place of work and the care we provide.

As a newly formed organisation, we have been actively developing our shared values and strengthening our culture of compassion and inclusivity across the Trust.

We are looking for someone who can bring robust independent scrutiny and knowledge and who displays a high level of commitment to providing safe and effective services to the communities that we serve.

This is a unique opportunity to make a positive difference to the health and well-being of thousands of local people by embracing innovation and partnership.

Diversity, equality and inclusion are important to us, and we would particularly welcome applications from individuals across the spectrum of diversity. This is a remarkable opportunity to make a difference, helping to shape the future of healthcare for our community.

Our recruitment partners are Hunter Healthcare. For an informal conversation about this important role, please contact **Jenny Adrian** by email: jadrian@hunter-healthcare.com or by phone: **07939 250362**; or **James McLeod** by email: jmcleod@hunter-healthcare.com or by phone: **07842 424530**.

Thank you once again for considering this opportunity, and we very much look forward to receiving your application.



Phil Hall
Chair



Cathy Maker
Lead Governor



About Us

We are an integrated Trust, providing care in people's homes and across our community. We help people to stay well in the community, manage their own health with the right support and avoid unnecessary visits and admissions to hospital.

When people do need hospital care, our experienced professionals deliver an outstanding quality of acute care, using advanced technology and evidence-based procedures to ensure the best outcomes.

We have a budget of around £500m and provide community care in the London borough of Richmond. We also work in partnership with Your Healthcare who provide community care in Kingston.

We provide a full range of acute services at Kingston Hospital, and short-stay rehabilitation at Teddington Memorial Hospital.

We serve a wider population for a range of specialist services. This includes hospital and outpatient services for people in Elmbridge (Surrey), Merton, Wandsworth and Sutton, and community immunisations for most of south London.

The foundation of our strategy is the integration of services, creating joined-up pathways that provide a better experience for patients, with multi-disciplinary teams working together across the patient journey.



Our hospitals

Kingston Hospital has over 400 beds and provides a full range of diagnostic services and treatments. We are particularly known for our excellent cancer care and maternity services. The hospital has a full 24/7 emergency department (A&E), intensive care unit and specialist treatment facilities.

Teddington Memorial Hospital is a community site comprising rehabilitation wards, an urgent treatment centre, outpatient clinics, therapies, and diagnostics – including x-ray and ultrasound.

As well as working with partners in the local place-based system centred on Kingston, Richmond and East Elmbridge, we are also a partner in the South West London Acute Provider Collaborative (APC). We have strong links with tertiary and specialist hospitals, particularly St George's University Hospitals NHS Foundation Trust and The Royal Marsden Hospital NHS Foundation Trust, who jointly provide cancer services on the Kingston Hospital site in the Sir William Rous Unit.

The Trust has close links with Kingston University and St George's Medical School and is a partner in the management of the Elective Orthopaedic Centre at Epsom Hospital in partnership with St George's University Hospital NHS Foundation Trust, Croydon Health Services NHS Trust and Epsom and St Helier University Hospitals NHS Trust.



Kingston Hospital



Teddington Memorial Hospital



Teddington Health & Social Care Centre



Whitton Corner

A Year in Numbers

4,435
babies born



1,366,524
outpatient
appointments



438
inpatient
beds



961,846
community
patient contacts



immunisations
provided at
1,000
schools

24,889
operations
performed



5,300
members of staff



Our Values

We have four core values that all colleagues are expected to demonstrate in the way they work. Shaped by staff, patients and partners, our values are the guiding principles that together define who we are, what we do and what's most important to us.



We treat everyone with kindness, understanding and empathy

- We care for everyone's confidentiality and privacy, valuing people's dignity
- We show empathy and compassion, treating people with consideration
- We listen to understand other people's viewpoints and needs
- We are curious about other people's experiences and ideas
- We show others they have been heard and act accordingly
- We are open to and seek out feedback, impartial and open-minded



We are respectful, fair and open, embracing everyone's unique contribution

- We are approachable, welcoming and encouraging
- We involve people, build trusting relationships and seeking out contributions
- We embrace diversity and recognise people's different needs and contributions
- We recognise bias and advocate for equity
- We communicate clearly, are transparent and provide constructive feedback
- We are open about challenges and decisions and speak up about concerns



We work together across our teams and with our partners and are helpful, positive and supportive

- We are attentive and responsive to other people's needs – we do what we say we will
- We prioritise well-being, speak up when we see something that isn't right or safe
- We are optimistic about what is possible, looking for new opportunities and celebrating successes
- We welcome improvements and change, proactively find solutions, show praise
- We work together to achieve goals, seek out new relationships, build networks
- We proactively share information, knowledge and signpost to additional resources



We strive for the best for patients, staff and partners and are always learning and improving

- We act with the patient, and staff safety and well-being, at the centre of everything
- We view the patient as a whole person and involve them in care
- We are curious and look for ways to improve ourselves and our service
- We act with integrity and are committed, learning from mistakes and sharing along the way
- We seek the best possible outcome for patients, fully utilising resources and pathways available
- We are accountable for delivery and hold others to account too

Our Strategy 2024–29

Our ambition for our Places, Services and People encapsulates our responsibility as an organisation embedded in the community to embrace our role in supporting people's health and well-being.

- Improve the health and well-being of people in our places
- Work as one team across the hospital and our communities
- Be more sustainable
- Provide person-centred care across all stages of life
- Foster innovation
- Empower our staff to be their best when they are at work



IMPORTANT DOCUMENTS

Download our **Strategy 2024–29** [here](#) and our **Annual Report and Quality Account** [here](#)

Our strategic objectives

- Improve the health and well-being of our population
- Strengthen care and support in our places
- Reduce inequalities
- Support our communities to become more environmentally sustainable
- Strive for excellence in care delivery and deliver our Quality Priorities
- Develop our elective service offering; working with SW London partners
- Help shape the SW London community services strategy
- Improve our digital capabilities
- Improve our economic sustainability
- Develop a unique reward, support and development offer to our people
- Ensure our workforce reflects the communities we serve at all levels
- Engage and empower our people to develop a culture of continuous improvement

Our clinical priorities

- Care from before a child is born and throughout childhood
- Services working together to help young people to become adults
- Urgent care is effective and easy to access when needed, and this includes mental health services
- Excellent cancer services for adults, children and young people
- Outstanding intensive care (very specialist urgent treatment)
- Proactive neighbourhood services for frail, elderly people
- High quality care at the end of life (at any age)
- One team, with one point of access – joining up care
- Using digital systems to join up services
- Better experiences of hospital and community care for all



Key Achievements

Last year, we brought our community and hospital services together through a merger and we are integrating clinical pathways where it makes sense to do so.

We have opened several new facilities, all designed to improve patient care, including:

- new community outpatient and diagnostic facilities at our Teddington Memorial campus
- a purpose-built audiology and ear, nose and throat (ENT) building
- a digital clinical design and manufacturing lab
- a retina eye unit for the treatment of retinal conditions
- a paediatric oncology unit to provide a calm and dedicated space for children with cancer

We expanded our immunisation service to provide essential protection for children and young people aged 0–25 years old across 12 South London boroughs.

Findings from the Care Quality Commission's National Maternity Survey 2024 have recognised the high level of care at Kingston Hospital.

Results from the survey show that Kingston's maternity unit remains in the top five performing units in London, in nine out of 10 categories.

We also secured funding to host a new Women's Health Hub model, which will focus on improving access to gynaecological, breast and sexual health services within GP practices and community settings across Kingston and Richmond, bringing care closer to patients' homes.

Our innovative placement programme for second and third year nursing students, which involves six weeks with Clinical Nurse Specialists in cancer and palliative care, was shortlisted for the 'Placement of the Year' category in the Student Nursing Times Awards.



Equality, Diversity and Inclusion

We want everyone who comes to the Trust to feel welcomed, respected, and valued. We are committed to recognising and delivering culturally sensitive, inclusive, accessible and fair services which make a difference to the individuals we serve.

We are also committed to providing employment practices which are fair and accessible for the diverse workforce we employ. We want to provide an environment that is welcoming to people of all backgrounds, cultures, nationalities and religions.

Creating a diverse and inclusive culture

We recognise the importance of having a workforce that is diverse and reflective of the communities we serve.

We believe that by building a workforce that is equipped to support people to improve their chances in life, we will help to maintain and build trust and confidence in us as an employer. People from different backgrounds and with different experiences bring fresh ideas and broader perspectives and insights.

We believe that working in a diverse team helps to broaden everyone's horizons, making for a more innovative and stimulating place to work.



The Role

Role:	Non-Executive Director
Reports to:	Chair
Time commitment:	circa 4 days per month
Remuneration:	£14,000 pa

NHS trust boards play key roles in shaping the strategy, vision and purpose of an organisation, and in holding the organisation to account for its performance and value for money. Led by an independent Chair and composed of a mixture of both executive and independent non-executive members, the Board has a collective responsibility for the performance of the organisation.

We are looking for a non-executive director (NED) with board-level experience in either a NED or executive capacity to join our Board. This role will chair the audit and risk committee therefore we are seeking candidates with experience in finance, audit, risk and internal control, which are all important elements of the Trust's activities.

The successful candidate will have managed or overseen large teams of people in complex, changing settings.

In addition, we are keen for the successful candidate to provide a strong contribution to the development and execution of the trust's digital strategy.

NEDs will work alongside executive directors as an equal member of the Board. In addition to their specific knowledge and skills they share responsibility for the decisions made by the Board and for the success of the Trust in leading the improvement of healthcare for people who use our services.

The NED will also work with, and give assurance to, our Council of Governors.



Role Description

Strategic Leadership:

Contributing to the development and implementation of the Trust's strategic direction, vision, and values.

Governance and Oversight:

Ensuring robust governance practices, including the effective management of risk, financial controls, and the integrity of information.

Performance Scrutiny:

Scrutinising the performance of the executive team in meeting agreed objectives and providing constructive challenge and support.

Accountability:

Holding the executive team accountable for the delivery of the Trust's strategy and ensuring effective stewardship through planning, strategy, control, and value for money. Provide assurance to the Council of Governors.

Committee Participation:

Chairing the Trust's audit and risk committee and actively contributing to the work of other relevant committees. This will involve liaison with the Trust's external and internal auditors as well as Trust staff.

Risk Management:

Ensuring the Trust effectively manages and mitigates risks, both financial and operational, and that all risks taken can be appropriately managed.

Patient and Public Focus:

Ensuring that services are designed and delivered with a focus on the needs and experience of patients and the wider community.

Quality and Safety:

Promoting and ensuring the highest standards of quality and safety in all aspects of the Trust's services.

Public Sector Values:

Promoting public sector values and the interests of Trust members through good corporate governance.

Remuneration and Appointment:

Contribute to the determination of appropriate levels of remuneration for executive directors and play a key role in their appointment, removal, and succession planning.

Skills and Experience

Leadership and Management:

Strong leadership and management skills with experience in strategic planning, decision-making, and holding others to account.

Strategic Thinking:

The ability to take a broad, strategic view of the organisation and to think critically about complex issues, with a specific focus on the development of digital capability in a complex patient-facing environment.

Governance and Risk Management:

Experience in corporate governance, risk management, and financial controls.

Communication and Interpersonal Skills:

Excellent communication, interpersonal, and influencing skills to effectively engage with colleagues and stakeholders.

Commitment to Public Service:

A strong commitment to the principles of public service and a passion for improving healthcare.

Understanding of the NHS:

A good understanding of the NHS and its challenges, including its regulatory framework and the need to be sensitive to the needs of patients and the public.

Person Specification

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. We are looking for candidates who want to use their energy, skills and experience to help drive the delivery of high quality and sustainable healthcare services for the local community.

Experience

This Non-Executive Director role will chair the audit and risk committee therefore we are seeking candidates who have senior/Board level experience in finance, audit, risk and internal control. Experience of leading large-scale and complex digital transformation, ideally outside of the NHS, is highly desirable.

Values

All NEDs, along with other leaders, 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 an 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.

Lived experience

Personally, you will bring commitment to patients and the delivery of excellent healthcare services. We are interested in your life experience and personal motivation that will add valuable personal insights such as: independence, your external perspectives, professional skills and challenge.

Eligibility

Preference will be given to candidates who have a strong affinity and connections within the communities served by the Trust and an understanding of the diverse communities it serves. The candidate must meet the **eligibility criteria** to be a member of Kingston and Richmond NHS Foundation Trust. 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. As part of the assurance work for all Board members under the fit and proper requirements, 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.

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 across the spectrum of diversity are welcomed.

Time commitment

Circa four days a month would be expected to undertake the role successfully. The successful candidate will be expected to undertake duties on our sites, these include service visits and governance meetings, which requires the ability to visit at least two to three times a month.



How to apply

The closing date for applications is **23:59 on Sunday 1st June**. Applications should include:

- A covering letter explaining why the appointment interests you, how you meet the appointment criteria and what you specifically would bring to the post.
- A Curriculum Vitae (CV) with education and professional qualifications and full employment history. Please include telephone contact numbers and email addresses. The CV should include names and contact details of referees to cover the last six years (in line with NHSE guidance). References will not be taken without your permission.
- A completed **Equal Opportunities Monitoring Form** and **Fit and Proper Person Monitoring Form**. Please note that the information you provide will be treated as confidential, and is for monitoring purposes only. It will not form part of the application process.

All applications should be sent to: applications@hunter-healthcare.com. All applications will be acknowledged.

Our recruitment partners are Hunter Healthcare. For an informal conversation about this important role, please contact **Jenny Adrian** by email: jadrian@hunter-healthcare.com or by phone: **07939 250362**; or **James McLeod** by email: jmcleod@hunter-healthcare.com or by phone: **07842 424530**.

KEY DATES:

Application deadline	23:59 on Sunday 1 June 2025
Shortlisting	TBC
Stakeholder session	TBC
Interviews	w/c 14 July 2025





Kingston and Richmond NHS Foundation Trust



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