



# Chair

Candidate pack and job description

July 2024

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# Welcome

from Daughne Taylor, Lead Governor



**On behalf of the Council of Governors at Hampshire Hospitals NHS Foundation Trust, I am delighted to extend a warm welcome to you as a prospective candidate for the position of Chair.**

At Hampshire Hospitals, our vision is to **provide outstanding care for every patient**. Through our three hospital sites and our community services, we provide health care to people living in Basingstoke, Winchester, Andover, Eastleigh, Alton and beyond. Driven by our **iCARE values**, the people who work at the heart of Hampshire Hospitals look after people throughout the life course. From delivering thousands of local babies each year to offering world renowned liver surgery and cancer treatments, we are committed to delivering the best possible care, close to home. Patient voices, and understanding what matters most to the people we serve, is what helps shape the future of our services.

As Chair, working with our Board of Directors, you will play a critical role in providing the leadership and vision to guide our Trust towards a future of continued success and growth, supporting the development of an inclusive culture, delivering our strategy, ensuring governance excellence, and fostering strong relationships with our stakeholders and partners.

The Trust's strategy is centred on delivering outstanding care, improving patient outcomes, and enhancing our services through innovation and collaboration. We are focussed on five strategic priorities: providing outstanding care for every patient, making our Trust a great place to work, working together for our population, making the best use of our resources and innovating for a sustainable future. By aligning our efforts with these strategic priorities, we aim to meet the evolving needs of our population and set new standards in healthcare excellence.

Recent achievements include the implementation of cutting-edge technologies, advancements in patient care, and successful collaboration with partners to deliver healthcare which is fit for the future. We are particularly excited to be part of the New Hospitals Programme which will see a once-in-a-generation opportunity to invest up to £900 million in improving hospitals and the quality and sustainability of hospital services for the future.

This is an exciting opportunity to be part of our Trust at a time when we are looking to the future, working with partners, to modernise healthcare for the benefit of the communities we serve.

Enclosed in this document, you will find more information about our Trust. We hope this will give an initial introduction to Hampshire Hospitals, our work and the difference we make. Thank you for considering this opportunity, and we look forward to hearing from you.

# About our Trust

Hampshire Hospitals NHS Foundation Trust serves a **population of approximately 600,000 people across Hampshire and parts of west Berkshire**. This includes people living in Andover, Basingstoke, Eastleigh and Winchester as well as the surrounding towns and villages across Hampshire and parts of west Berkshire including Tadley to the north; Alton and Bordon to the east; Romsey and Chandlers Ford to the south, Stockbridge, Bishops Waltham and Alresford.

Hampshire Hospitals has a team of around 8,600 staff operating across three hospitals - **Andover War Memorial Hospital, Basingstoke and North Hampshire Hospital, and the Royal Hampshire County Hospital in Winchester**.

At Hampshire Hospitals, we have over 30 medical and surgical specialities and we are proud to provide a comprehensive range of clinical services. We also provide some specialist services to people across the UK and internationally. Our services are offered across a range of settings and are organised into three clinical divisions: Surgery, Medicine, and Family and Clinical Support Services. We also work in partnership with many providers to deliver the best care for our patients, in the most appropriate setting.

We have been rated overall by the Care Quality Commission as 'Good' with 'outstanding' in the caring domain. We are ambitious to move to 'Outstanding' overall.



# Our strategy and vision

## Strategic framework



Our vision is to **provide outstanding care for every patient**. This means not only the patients we see today, but the ones who will need us tomorrow, next month and in years to come. It also means making sure that patients are well cared for across the boundaries between our organisation and other providers.

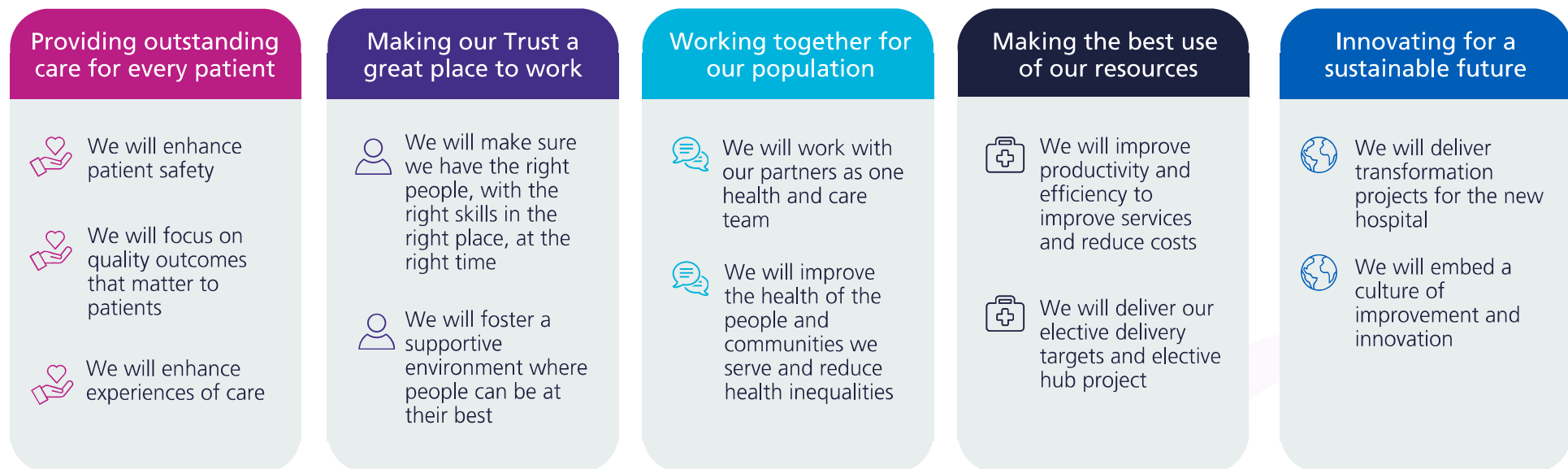
To provide outstanding care, we need to ensure that we focus on the care that we provide and the staff who care for our patients. We need to be responsible stewards of our financial resources, ensuring that we do not spend too much in one area. We need to be innovative, embracing new ideas and we need to work with our partners; we can only do so much on our own.

Underpinning our strategy are our iCARE values, they guide our behaviours and the decisions we make.

# Our strategy and vision

## Priority areas

Each year, we create a delivery plan setting out the actions we will take to progress our strategic themes. For 2024/25, we have 11 priority areas under the five strategic themes. Below you can see the priority areas which sit under each theme:



# Our values

We are proud of our shared **iCARE** values which are at the heart of everything we do. They underpin our behaviours and guide our decisions and the actions we take for our staff and the communities we serve. By living by our values we can make our Trust a great place to work, whilst ensuring we provide the very best care to our patients.



Inclusive



Compassionate



Accountable



Respectful



Encouraging

# Role description

The Chair leads the Board of Directors and is accountable to the Council of Governors in ensuring that the Trust meets its legal obligations and works towards our vision to provide outstanding care for every patient. The Chair is responsible for managing the business of the Board and the Council of Governors and chairing their meetings. The Chair will demonstrate the highest standards of integrity and behaviour, supporting the Trust's iCARE values of inclusivity, compassion, accountability, respect and encouragement.

Working alongside the Executive Directors of the Foundation Trust as an equal member and leading the Board, the Chair will establish effective decision-making processes, act as the guardian of due process and share responsibility with the other directors for the success of the organisation in delivering healthcare to the local community and beyond.

As a key ambassador for the Trust, the Chair will work in close partnership with the Chief Executive to build and enhance relationships with a wide range of stakeholders, locally, regionally, and nationally. The Chair will also play a key role in building relationships with organisations in the surrounding health economy, including other hospital service providers, primary, community and mental health care, Local Authorities and the Integrated Care System.

It is vital that the Chair, in partnership with the Chief Executive, influences, guides and drives change across the health economy. This includes playing a key leadership role in the Integrated Care System, actively engaging in partnership and collaborative initiatives to ensure that the needs of patients are effectively addressed and so that the Trust continues to thrive as a leading healthcare provider.







# Role description | continued

## 1. Leadership of the Board of Directors

- Provide leadership of the Board, ensuring programmes are in place to promote continuous development and undertake regular evaluation of the Board's effectiveness.
- Build an effective Board by developing and embedding new non-executive directors.
- Shape the culture of the organisation, its values and behaviours, ensuring they are demonstrated by the Board in all its actions.
- Develop the strategic direction of the organisation and set challenging objectives to underpin continuous improvement in performance.
- Ensure an effective contribution from all Board members and formally appraise non-executive and Chief Executive performance at least once each year.
- Ensure the Board effectively monitors the performance of the organisation and has a clear understanding of the risks and challenges (both internal and external) facing the organisation.
- Ensure the Board is fully engaged with staff throughout the organisation, understands and is responsive to expressed concerns and actively encourages staff involvement in the Trust's operational and strategic plans.

# Role description | continued

## 2. Leadership of Council of Governors

- Lead the Council of Governors and ensure it is enabled effectively to undertake its roles, including:
  - holding the non-executives to account for the performance of the Board;
  - contributing to the forward plans of the organisation.
- Work with Governors to ensure an effective and productive engagement with the Trust's membership and actively participate in membership events.
- Work with Governors to facilitate their involvement in Trust working groups and other activities, as appropriate.

## 3. Governance

- Ensure the Trust complies with its Licence, constitution and all relevant legislation and regulations.
- Ensure the highest standards of probity, integrity and governance and that the Trust's internal governance arrangements conform to best practice and statutory requirements in particular for financial sustainability, and for clinical and financial systems of control.





# Role description | continued

## 4. Relationships with external stakeholders

- Develop productive relationships with partners across Hampshire and West Berkshire, the Hampshire and Isle of Wight Integrated Care System and other key organisations in the health and care economy.
- Ensure the Trust has an effective and responsive relationship with NHS England.
- Maintain strong relationships with the system's Members of Parliament and meet with them as appropriate.
- Ensure effective relationships and communications with Hampshire County Council and other local authorities.
- Ensure an effective strategy of communications with the general public is developed and implemented.

## 5. Relationship with the Chief Executive

- Develop a constructive, open and challenging relationship with the Chief Executive through regular communications and meetings.
- Hold the Chief Executive (and through them the Executive Directors) to account for the effective management and delivery of the Trust's strategic vision, objectives, performance and governance processes.

# Role description | continued

## 6. Internal responsibilities

- Build connections with colleagues from across the Trust, championing a positive culture of speaking up, and continuous improvement, aligned to the Trust's iCARE values.
- Champion Equality, Diversity and Inclusion in all staff groups, supporting the Trust's vision of a culture where everyone belongs, and where learning, improvement and excellence thrive.

## 7. Other responsibilities

- Participate in the Board's Nominations, Remuneration and Finance Committees.
- Act as an ambassador of the Trust through active participation in external meetings and other events.
- Ensure a high level of visibility throughout the organisation and personally engage with staff across the organisation.
- Provide active support to volunteers of the Trust.
- Be an active Trustee of Hampshire Hospitals Charity.



# Person specification

## Qualifications

### Essential

- The successful candidate will need to be a member of the Trust (membership can be gained via the completion of a very brief and straightforward form which is available on the Trust's website).

### Desirable

- Education to at least degree level (or equivalent)
- A recognised business qualification (e.g. CCAB, MBA)





# Person specification

## Knowledge and experience

### Essential

- An outstanding track record of achievement, driving culture change at Board level as an Executive Director.
- Non-Executive Director experience in a comparably large and complex organisation (could include private, public or third sectors).
- Substantial knowledge and experience gained at Board level of developing strategies for achieving strategic objectives.
- A sound knowledge of good corporate governance.

### Desirable

- A substantial number of years board level in a highly regulated sector.
- Previous experience of working as a Chair of a Board of Directors in a comparably large and complex organisation (could include private, public or third sectors).
- Experience of working in healthcare or allied health sector.

# Person specification

## Skills and attributes

### Essential

- Effective influencing and communication skills with a high level of ability to gain support and influence, both internally and externally.
- Politically astute, adept at building partnerships and relationships with stakeholders.
- A champion of diversity, equality and inclusion.
- Strategic thinker with the ability to think and plan ahead, to develop a clear vision and enthuse others and innovative problem-solving capabilities.
- Self-motivated with the drive to deliver continuous improvement
- Strong leadership skills with the ability to build an effective Board and hold the Chief Executive and non-executive directors to account.
- Uphold the highest standards of conduct set out in the “The Seven Principles of Public Life”.

## Patient and community

### Essential

- A high level of commitment to patients, carers and the community.
- A deep interest in healthcare issues and a commitment to the interest of patients.

### Desirable

- An understanding of diversity of the community, and local health issues.
- Ability to promote inclusion and involvement of the community.
- A proven connection to, and commitment to Hampshire.



# Remuneration and time commitment

The Chair will receive up to £55,000 per annum for an average of 2-3 days per week. Remuneration is taxable and subject to National Insurance contributions. It is not pensionable. The Chair is also eligible to claim allowances for travel and subsistence costs necessarily incurred on Trust business.

The role will comprise a mixture of set commitments (such as regular meetings of the Board of Directors, committees and the Council of Governors) and more flexible arrangements for ad hoc events, reading and preparation. A degree of flexibility will be required, and some time commitment will be during the working day/evening and weekends.







# Eligibility

The successful candidate must be available to work for the Trust at least **three days a week**.

You must also satisfy all of the criteria of the Fit and Proper Persons Requirement.

To be eligible for appointment as Chair you will need to be a member of the Trust. You can complete the membership form on-line at: <https://www.hampshirehospitals.nhs.uk/membership>

The successful candidate will ideally be resident within one of the following areas:

- Basingstoke and Deane Borough Council
- Eastleigh Borough Council
- East Hampshire District Council
- Hart District Council
- Test Valley Borough Council
- Winchester City Council
- West Berkshire (Aldermaston, Clay Hill, Cold Ash, Falkland, Greenham, Kintbury, Mortimer, Northcroft, St Johns, Thatcham Central, Thatcham North, Thatcham South or Crookham wards)

However, applications from individuals who live outside Hampshire and west Berkshire are also welcome to apply, provided they maintain strong visibility in the Trust and fulfil the expected time commitment for the role. Such applicants will need to be a member of the Trust and can join as members of the 'Rest of England and Wales' constituency.

# Eligibility

## Disqualification criteria

To be eligible for appointment as Chair you must not be disqualified by virtue of the criteria set out below:

- a person who has been adjudged bankrupt or whose estate has been sequestrated and (in either case) has not been discharged
- a person who has made a composition or arrangement with, or granted a trust deed for, his creditors and has not been discharged in respect of it
- a person who within the preceding five years has been convicted in the British Islands of any offence if a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) was imposed
- an employee of Hampshire Hospitals NHS Trust within the last three years

The Chair may be removed from the office by NHS England or the Council of Governors in accordance with the Trust's constitution.



# Recruitment timetable

Closing date for applications

9am, Monday 12 August 2024

Preliminary interviews

w/c Monday 19 August 2024

(via Teams with

GatenbySanderson)

Stakeholder sessions

w/c Monday 2 September 2024

(virtual via Teams)

Final panel interviews

Tuesday 10 September 2024

(face to face)

# How to apply

## Apply for the role via the **GatenbySanderson** website.

- Please submit an up to date copy of your CV, along with a supporting statement that addresses the criteria set out in the person specification, using examples to demonstrate how you meet the essential requirements.
- A completed fit and proper person form – the template can be downloaded from the same place as the job description.
- Detail any employment or education gaps.
- You should provide the names, positions, organisations, and contact details for your referees, which must be your line managers and include your current and most recent employer. The referees should cover at least two roles as the minimum. Please note, should you be appointed, you will be required to provide references covering your last 6 years of employment. Where there have been gaps in employment, this six year period will be extended accordingly. Referees will only be contacted for those proceeding to the final stage - we will always gain your permission before we contact referees.
- Let us know any difficulty you may have with the indicative timetable, or require any reasonable adjustments at any stage of the recruitment process.

## For a confidential discussion, please contact:

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## Find out more



[www.hampshirehospitals.nhs.uk](http://www.hampshirehospitals.nhs.uk)



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