



Doncaster and Bassetlaw  
Teaching Hospitals  
NHS Foundation Trust

# Non-executive Director

Candidate information



Bassetlaw Hospital

Doncaster Royal Infirmary

Montagu Hospital

# A word from

Suzy Brain England OBE, Chair



**As Doncaster and Bassetlaw Teaching Hospitals (DBTH), we are looking for a highly influential, enthusiastic and motivated individual with great vision, energy, and drive, to join our Board of Directors as Non-Executive Directors**

Throughout the past number of years, as an organisation, we have consolidated the good progress we have made in patient care, treatment and experience, whilst further strengthening our links with partners both locally and nationally. We are also emerging from the challenges of COVID-19, which presents its own opportunities as we seek to recover our position.

It is our vision at DBTH to become ‘the safest Trust in England, outstanding in all that we do’. While undoubtedly ambitious, we feel that with the skill, expertise and dedication we can count on amongst our colleagues, this is an entirely achievable destination for the Trust.

This is where you come in.

You will be an experienced non-executive director (or equivalent) and have senior and/or Board level experience gained in a large/complex organisation. Additionally you should be able to demonstrate the following key skills:

- Strategic direction
- Holding to account
- Effective influencing and communication
- Team working
- The chairing of meetings
- Self-belief and drive
- Intellectual flexibility

As Non-executive Director you will join a dedicated and skilled Board of Directors and Council of Governors who are committed to ensuring the Trust delivers the best operational performance, ultimately supporting us in achieving our vision as outlined above.

You will be required to bring personal commitment to the role, independence, impartiality, a wide range of experience, special knowledge and personal qualities. We are open to candidates who have knowledge of the following: The local health economy, particularly in South Yorkshire and Nottinghamshire, partnership working between complex organisations, legal and performance, digital media and technology, sales, transformation, charity and the third sector, people and organisational development, local government and the voluntary sectors.

We believe that the best Boards are those that reflect the communities that they represent. We value and promote diversity and are committed to equality of opportunity for all, and appointments are made on merit.

We particularly welcome applications from women, people from a Black, Asian and minority ethnic background and those with a lived experience of disability

In all, we are looking for highly influential, enthusiastic and motivated individuals with great vision, energy, drive, relationships and the ability to enhance what we do as an organisation.

The time commitment for this role is between four and five days a month. As a result of COVID-19, much of this will take place virtually such as statutory monthly meetings, however there will be an expectation that some site visits will be required.

If you believe you fulfill this criteria, please read on, submit an application, and join a team on its way to ‘Outstanding’.

For an informal chat about this role, please contact fiona.dunn2@nhs.net.

A handwritten signature in black ink that reads "Suzy Brain England OBE". The signature is fluid and cursive.

**Suzy Brain England OBE**

Chair of the Board

# Providing Care

Hosting three main hospital sites and a number of additional services, we are proud to serve the people of Doncaster, Bassetlaw and beyond.

**Doncaster Royal Infirmary (DRI):** A large acute hospital with over 500 beds, a 24-hour Emergency Department (ED), and trauma unit status. In addition to the full range of district general hospital care, DRI also provides some specialist services including vascular surgery. It has inpatient, day case, diagnostic and outpatient facilities.

**Bassetlaw Hospital (BH) in Worksop:** An acute hospital with over 170 beds, a 24-hour Emergency Department (ED) and the full range of district general hospital services including a breast care unit and renal dialysis. Bassetlaw has inpatient, day case and outpatient facilities.

**Montagu Hospital (MH) in Mexborough:** A small non-acute hospital with over 50 inpatient beds for people who need further rehabilitation before they can be discharged. There is a nurse-led minor injuries unit, open 9am to 9pm. It also has a day surgery unit, renal dialysis, a chronic pain management unit and a wide range of outpatient clinics. Montagu is the site of our Rehabilitation Centre, Clinical Simulation Centre and the base for the abdominal aortic aneurysm screening programme.

We are also registered to provide outpatient and other health services at Retford Hospital, including clinical therapies and medical imaging.

We also provide some services in community settings across South Yorkshire and Bassetlaw. The rehabilitation beds we used to have at Tickhill Road Hospital in Doncaster transferred to Montagu Hospital in August 2012 however we still provide outpatient care of older people at this site.

In 2004, Doncaster and Bassetlaw Hospitals became one of the first 10 NHS trusts in the country to be awarded foundation trust status. This means we have more freedom to act than a traditional NHS trust, although we are still very closely regulated and must comply with the same strict quality measures as non-foundation trusts.



Doncaster Royal Infirmary



Bassetlaw Hospital



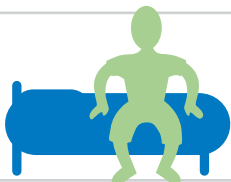
Montagu Hospital



# Our Trust

Last year we had one of our most challenging years. Despite this, as a Trust we delivered really strong performance, reaching most of our targets while delivering high quality care. Below is our yearly average activity.

We cared for  
**86,111** inpatients



We cared  
**337,950** outpatients



We delivered **4,287** babies



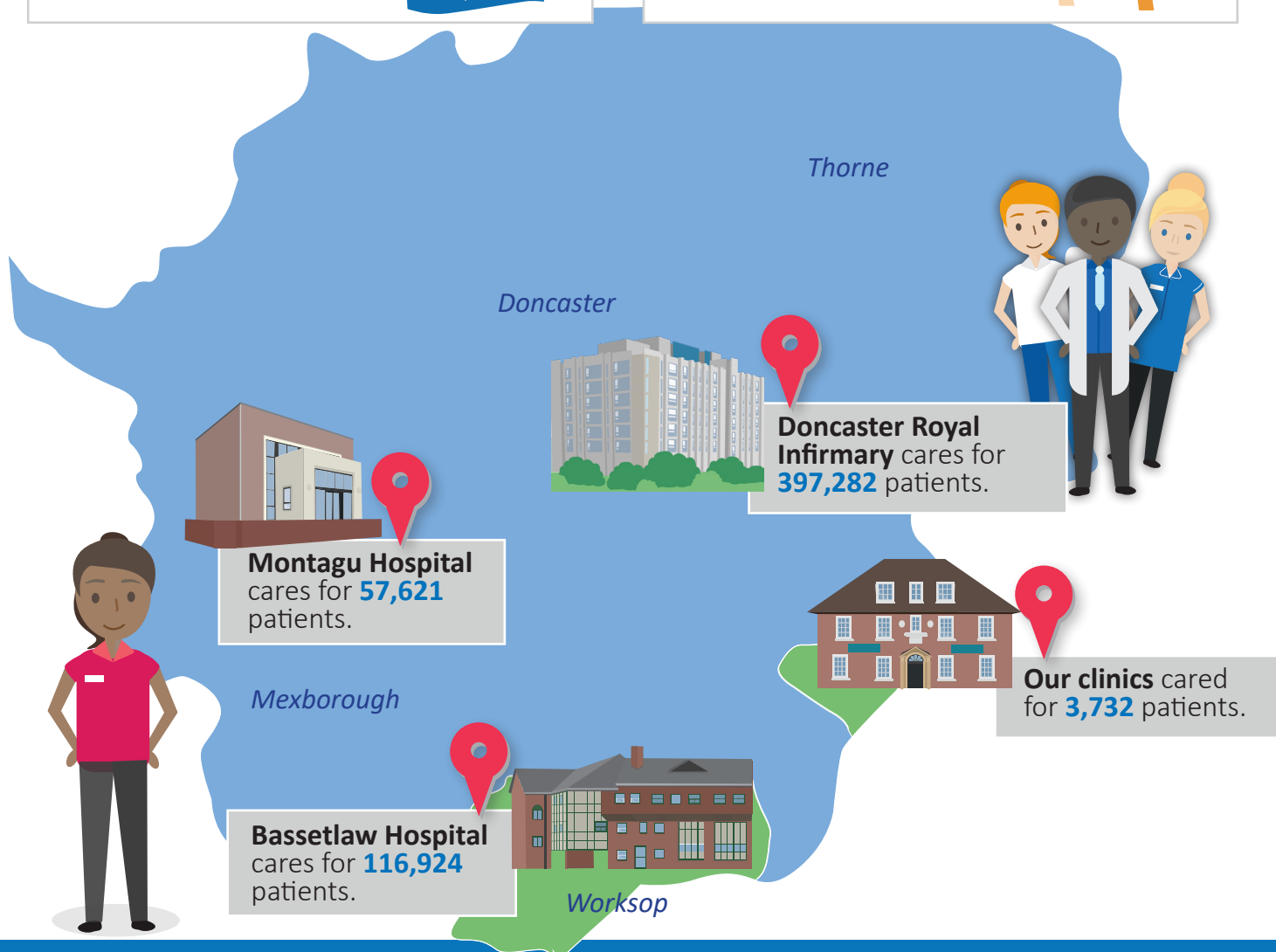
We cared for  
**147,211** emergencies



We have a budget of  
over **£450 million**



We have **6,600**  
members of staff



# Our overall CQC rating as a Trust: **Good**

Are services safe?	Requires improvement
Are services effective?	Good
Are services caring?	Good
Are services responsive?	Good
Are services well-led?	Good
Are resources used productively?	Good
<b>Combined quality and resource rating</b>	<b>Good</b>

## ➔ Doncaster Royal Infirmary: **Good**

	Safe	Effective	Caring	Responsive	Well-led	Overall
Urgent and emergency services	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020
Medical care (including older people's care)	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018
Surgery	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Critical care	Requires improvement Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Maternity	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
Services for children and young people	Requires improvement May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018
End of life care	Good Oct 2015	Requires improvement Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Outpatients	Good Mar 2020	Not rated	Feb 2020	Feb 2020	Feb 2020	Feb 2020
Diagnostic imaging	Requires improvement Feb 2020	Not rated	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
<b>Overall*</b>	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020

As you can see from the above, the site is rated **good** for around 72% of inspected services (click to enlarge).

## ➔ Bassetlaw Hospital: **Good**

	Safe	Effective	Caring	Responsive	Well-led	Overall
Urgent and emergency services	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020
Medical care (including older people's care)	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018
Surgery	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Critical care	Requires improvement Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Maternity	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
Services for children and young people	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018	Good May 2018
End of life care	Good Oct 2015	Requires improvement Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Outpatients	Good Feb 2020	Not rated	Feb 2020	Feb 2020	Feb 2020	Feb 2020
Diagnostic imaging	Requires improvement Feb 2020	Not rated	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
<b>Overall*</b>	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020

As you can see from the above, the site is rated **good** for 83% inspected services. (click to enlarge).

## ➔ Montagu Hospital: **Good**

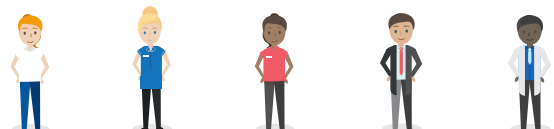
	Safe	Effective	Caring	Responsive	Well-led	Overall
Urgent and emergency services	Requires improvement Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
Medical care (including older people's care)	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Surgery	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015	Good Oct 2015
Outpatients	Good Feb 2020	Not rated	Feb 2020	Feb 2020	Feb 2020	Feb 2020
Diagnostic imaging	Requires improvement Feb 2020	Not rated	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
<b>Overall*</b>	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020	Good Feb 2020

As you can see from the above, the site is rated **good** for around 78% of inspected services (click to enlarge).

## ➔ Retford Hospital: **Good**

	Safe	Effective	Caring	Responsive	Well-led	Overall
Outpatients	Good Feb 2020	Not rated	Feb 2020	Feb 2020	Feb 2020	Feb 2020
Diagnostic imaging	Requires improvement Feb 2020	Not rated	Good Feb 2020	Good Feb 2020	Requires improvement Feb 2020	Requires improvement Feb 2020
<b>Overall*</b>	Good Feb 2020	Not rated	Feb 2020	Feb 2020	Feb 2020	Feb 2020

As you can see from the above, the site is rated **good** for around 75% of inspected services (click to enlarge).



# Last few years in brief

## Fantastic feedback



We received a range of positive patient and colleague comments, daily:

- Over 90% of patients said we are caring and compassionate
- Over 90% of patients said they were extremely likely to recommend our services.
- The Trust is rated 4.4 out of 5 on Facebook.
- Hundreds of local of residents share notes of thanks via social media regarding both work and the care received by friends and family.
- The Trust is named within Newsweek's Best Hospitals list.

## Incredible staff



We have some of the most talented colleagues in the UK:

- Two colleagues were elected President of their national professional associations for [ENT](#) and [Laryngology](#).
- Another was awarded a [honorary fellowship](#).
- One colleague was awarded an [OBE](#) and another a [British Empire Medal](#).
- Another member of Team DBTH was recognised for [exceptional contributions](#) to digital imaging informatics.
- In all, the Trust was nominated for more than 20 national awards.

## Highly specialised



We have some of the best, specialised services in the country, delivering:

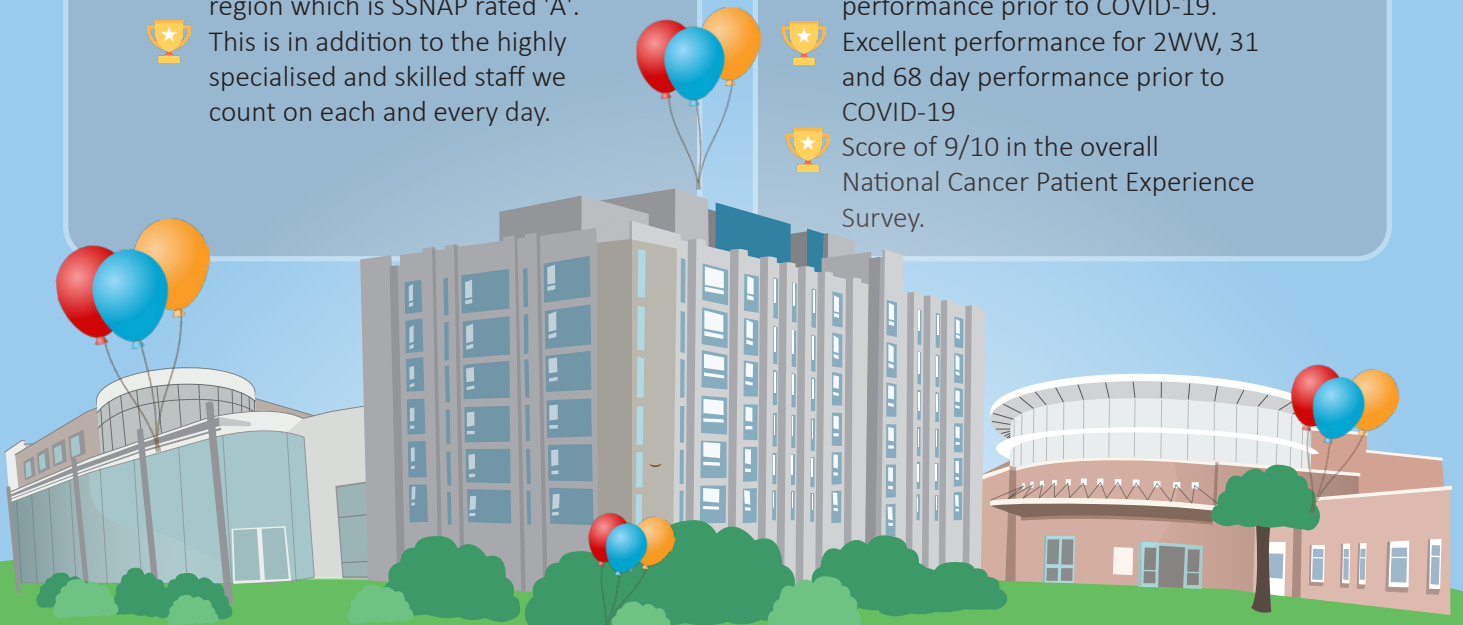
- [UKAS accredited](#) Pathology services.
- Accredited Endoscopy services.
- [Accredited](#) Echocardiography services.
- High performing vascular surgery.
- Our Stroke services provide [Hyper Acute Stroke Service](#) (HASU) for the region which is SSNAP rated 'A'.
- This is in addition to the highly specialised and skilled staff we count on each and every day.

## Best performance



We are amongst the best in the country for high performing services:

- [Region-leading results](#) for Patient Led Assessment of the Care Environment (PLACE).
- Recently enhanced Cancer Rapid Diagnosis services.
- Phase one [Community Diagnostic Centre](#) development.
- National top quartile RTT performance prior to COVID-19.
- Excellent performance for 2WW, 31 and 68 day performance prior to COVID-19
- Score of 9/10 in the overall National Cancer Patient Experience Survey.



# Last two years in brief



## New Facilities

This year, we invested over £12 million in our sites, which included:

- ★ Mutlillion pound investment in [catering facilities](#).
- ★ Refurbishment of DRI's Gate Four entrance and installation of 'living wall'.
- ★ Opening of two '[Changing Places](#)' restrooms, one at DRI and another at Bassetlaw Hospital.
- ★ The official unveiling of the [Butterfly Garden](#) and [Rainbow Gardens](#).
- ★ New [CT Suite](#) at DRI and expansion to [Women's and Children's Hospital](#).
- ★ This is in addition to countless repairs, maintenance tasks and other changes to our sites.

## Safety and Quality

We have made excellent progress across our quality and safety indicators:



- ★ Implementation and adoption of better sepsis diagnosis.
- ★ Introduction of a number of projects with an emphasis on patient-centered care including: [Making Mealtimes Matter](#), [Sleep Helps Healing](#) and increasing [visiting times](#).
- ★ Emphasis on COVID-19 management and control.
- ★ In-house [PCR testings and rapid testing available](#) for colleagues to minimise risk of outbreaks.



## Training, Development and Research

As a Teaching Hospital we have nationally recognised educators and researchers:

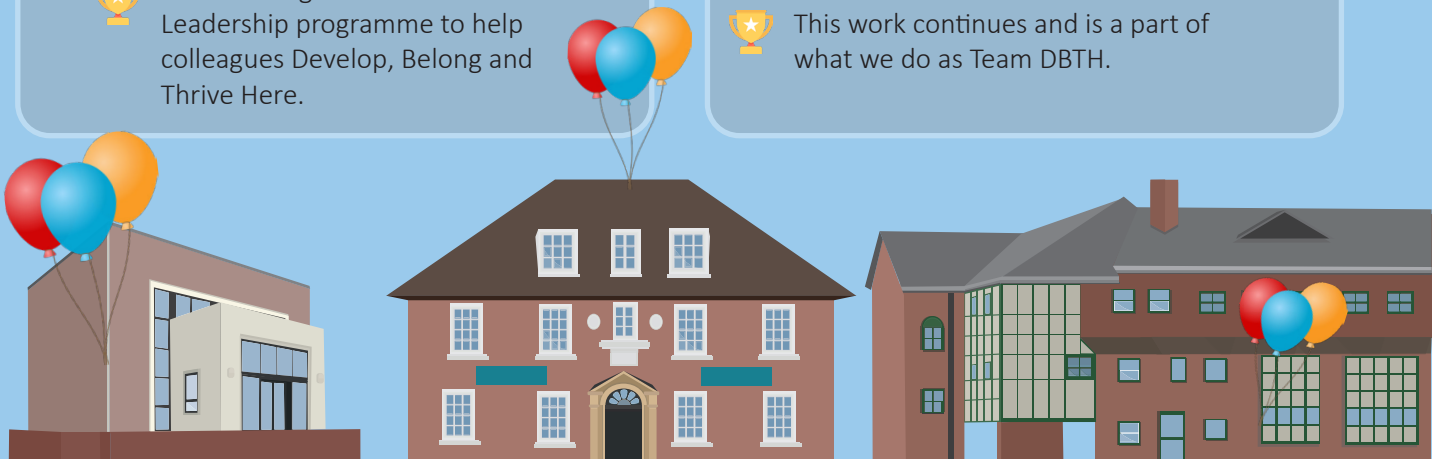
- ★ Essential Training rate above 80%.
- ★ 47 additional research projects approved by the Trust and support for colleagues to undertake further development.
- ★ Award-nominated mentoring and region-leading feedback.
- ★ We trained 25% of all junior doctors as well as 30% of all other health professionals in the area.
- ★ Introduction of innovative new roles.
- ★ We have begun to roll-out our Leadership programme to help colleagues Develop, Belong and Thrive Here.

## Quality Improvement (Qi)

We now host an innovative and pioneering Qi service at the Trust:



- ★ 300 staff are now involved in 190 improvement projects.
- ★ Over 2,000 staff are trained in our Qi way.
- ★ Improvement is embedded in all forms of training such as 'Leading to Outstanding'.
- ★ Outcomes from this work include enhanced pain relief for Trauma and Orthopaedic patients as well as better waiting list management within our Antenatal Clinic.
- ★ This work continues and is a part of what we do as Team DBTH.



# National Staff Survey

## in summary



### Summary

#### Response rates

**6,339** Invited to complete the survey..

**50%** Completed the survey (3,157).

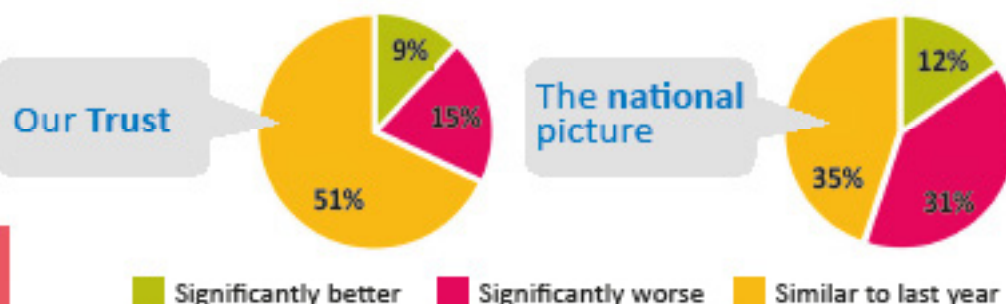
**49%** Average response rate for similar organisations.



#### Notable feedback

- 91%** Feel trusted to do their job.
- 80%** Believe care of patients is the Trust's top priority.
- 76%** Immediate manager supportive in a personal crisis.
- 71%** Are often enthusiastic about the job they do.

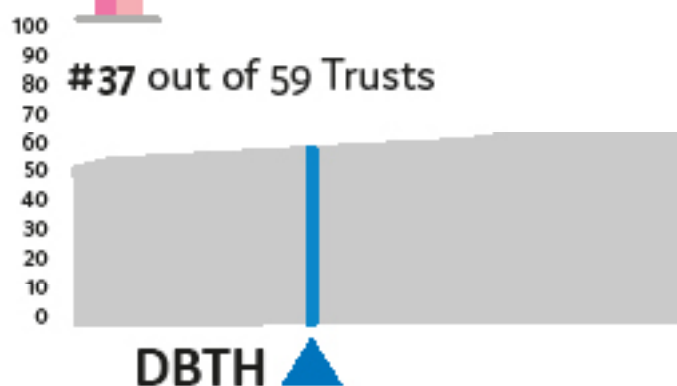
#### Compared to last year, responses were:



### Comparison



#### Overall score



#### Most improved scores



\* Last year we had the highest improvement score in the country, which accounts for dip this year.



# The role

**We are seeking to appoint an experienced Non-executive Director who will join our Board of Directors and who will make a positive difference to the lives of people in our communities in Doncaster and Bassetlaw.**

You will be required to bring personal commitment to the role, independence, impartiality, a wide range of experience, special knowledge and personal qualities.

You may have senior and/or Board level experience gained in a large/complex organisation or other types of organisational structures and, in addition to this, you should be able to demonstrate the following key skills:

- A keen sense of strategic direction
- An ability to hold individuals and bodies to account
- Effective influencing and communication skills
- A good sense of team working
- The ability to chair meetings with confidence and candour
- Self-belief and drive
- Intellectual flexibility to meet the myriad challenges and opportunities ahead.

We are open to candidates who have knowledge of the following: The local health economy, partnership working between complex organisations, legal and performance, digital media and technology, sales, transformation, charity and the third sector, people and organisational development, local government and the voluntary sectors.

The time commitment is four to five days each month, with flexibility to offer other time online and on-site when required.

Board meetings in public to be held online. Attendance at Council of Governors online is essential to be held to account by Governors.

The Board of Directors seeks to better mirror the users of its hospital services and welcome applications from people living with disabilities and from any race or religious background.



Want a chat? For an informal chat about this role, please contact [fiona.dunn2@nhs.net](mailto:fiona.dunn2@nhs.net).

## Our vision

And how we make it reality

To be the safest trust in England, outstanding in all that we do.

## Our mission

As an acute teaching hospital trust, a leading partner in health and social care across South Yorkshire and Bassetlaw, we will work with our patients, partners and the public to maintain and improve the delivery of high quality integrated care.

## True north objectives



**Objective one:**  
To provide outstanding care and improve patient experience.



**Objective two:**  
Everybody knows their role in achieving the vision.



**Objective three:**  
Feedback from staff and learners is in the top 10% in the UK.



**Objective four:**  
The Trust is in recurrent surplus to invest in improving patient care.

## Breakthrough objectives



**Objective one:**  
Achieve measurable improvement in our quality standards and patient experience.



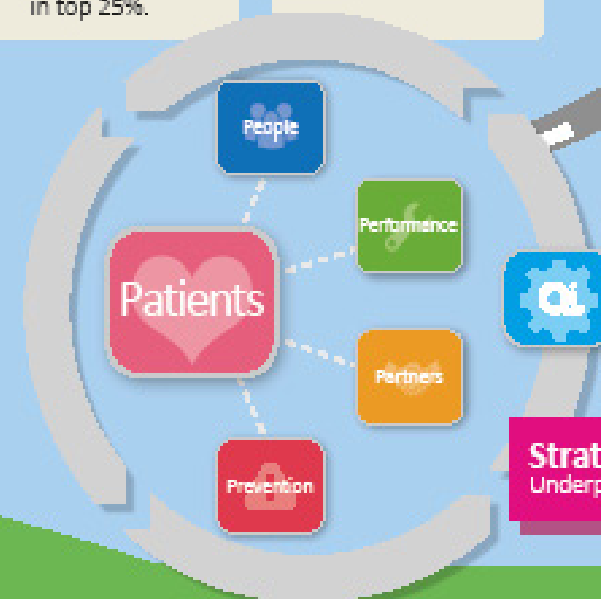
**Objective two:**  
At least 90% of colleagues have an appraisal linked to the Trusts Values and feel able to contribute to the delivery of the Trust vision.



**Objective three:**  
Team DBTH feel valued and feedback from staff and learners in top 25%.



**Objective four:**  
Every team achieves their financial plan for the year.



**Strategic objectives**  
Underpin everything we do



# Our values:

Guide us in everything that we do.



**W**e always put the patient first.

**E**veryone counts – we treat each other with courtesy, honesty, respect and dignity.

**C**ommitted to quality and continuously improving patient experience.

**A**lways caring and compassionate.

**R**esponsible and accountable for our actions – taking pride in our work.

**E**ncouraging and valuing our diverse staff and rewarding ability and innovation.

# Our Trust strategy 2017-2022

Over the number of years we have gone through substantial change as a Trust. As we move forward together, we set out our new strategy which describes what we want to achieve over the next five years and how we intend to get there.

In developing this vision, nearly 700 members of Team DBTH gave their thoughts, feedback and suggestions on this direction, through clinical governance meetings, our various communications channels and by completing and returning feedback postcards.

To implement this version, we have also recently restructured in Divisions - which is explained in the document below.

Please read these documents to gain an insight into how we intend to develop health care within Doncaster and Bassetlaw for the benefit of the communities we serve. This is a very exciting time for the Trust and we hope you will join us on this journey.

## Other useful links:

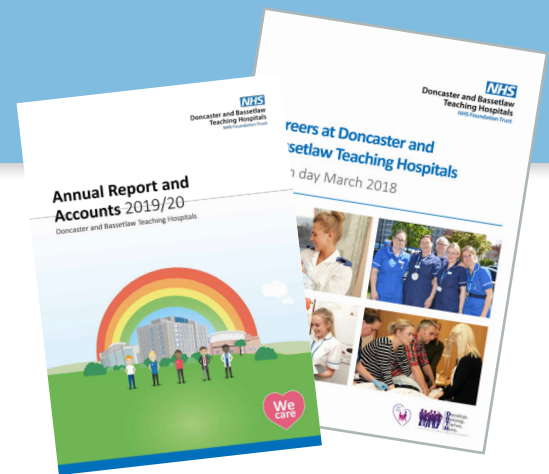
- [Our Annual Report archive](#)
- [Our Board of Directors meeting archive](#)
- [Council of Governor meeting archive](#)
- [Our Structure Charts as an organisation](#)

## Key Trust publications

Access the latest Trust publications using the links below:

[Strategic Direction and enabling strategies](#) for 2017-2022

[Annual report](#) 2021/22



# Your health and wellbeing

## Looking out for Team DBTH

- **Staff support line and Resource Hub:** In the current climate of increasing pressures on our healthcare system, our NHS people potentially face significant stresses. We have introduced a confidential staff support line, operated by the Samaritans and free to access from 7.00 am – 11.00 pm, seven days a week.
- **Health and Wellbeing Support pack:** This pack contains lots of information about what support DBTH can offer you during this time and a few tips and other free external services which will help you look after your health and wellbeing. Staff counselling services are also available 24/7 by calling the Vivup Employee Assistance Provision.. The team has a wide variety of skills and knowledge and have offered their service because they recognise the importance of supporting staff through difficult times.
- **Chaplaincy support** – Although congregational activities are not currently possible in our hospital chapels, our chaplaincy team is available to support you. The chapels remain open for personal use and prayer mats are also available and a Sunday service will be broadcast on the hospital radio station.
- **Employee Assist Provision** – DBTH employees have free access to wellbeing and counselling practitioners 24/7 via the Employee Assistance Programme. The service is confidential.
- **Occupational Health** – For advice on medical conditions which may impact on your ability to work or if work is impacting an existing health condition.
- **The Talking Shop** – Improving Access to Psychological Therapies (IAPT) offers people with depression and anxiety disorders more talking treatments.
- **Alternative and holistic therapies** - Every member of Team DBTH is entitled to a three complimentary therapy including reflexology, reiki and much, much more.
- **The TLC service:** Is here to support you during tough times. We understand that these are challenging times and we are here to help. TLC is a multi-disciplinary team consisting of:
  - Chaplaincy
  - Safeguarding
  - Occupational Health
  - Union
  - Leadership and OD
  - Human Resources
  - Coaches
  - Patient Safety
  - Additional support and advice
  - Health and Wellbeing



# The area

Spread across a wide and varied area, Doncaster and Worksop offer the perfect balance, with the best of the country and all of the comforts of city living.

The Trust operates over an area of 20 miles between our sites in Doncaster and Worksop, meaning that we are perfectly situated to take advantage of the sites, attractions and shopping destinations of both South Yorkshire and Nottinghamshire.

Both Doncaster and Worksop are located within easy access of the A1, M1, M18 and are only twenty minutes from Doncaster Sheffield International Airport.

## Doncaster

An historical market town, at the southern edge of Yorkshire, Doncaster is renowned for its horse racing, rich railway heritage and its wealth of Georgian and Regency architecture on the Great North Road.

As a modern and ambitious town, with some of the most affordable real estate in the country, Doncaster hosts a vibrant town centre with first-class retail outlets, a fantastic night-life scene and ample opportunity for excursions, events and activities at the Dome, Yorkshire Wildlife Park or one of the town's sporting clubs.

Further afield, the town is home to some truly stunning scenes of a natural beauty, with rambling little villages to visit, ample woodland to explore and even a Norman castle to conquer.



Whether you fancy a trip to Meadowhall or wish to spend a lost afternoon in nearby Sheffield, Hull or Leeds, Doncaster is your perfect launch pad, combining the best of the country with all of the comforts of the city.

Doncaster Growing Together is a set of concrete plans for now and big ideas for the future. Find out more about the town's ambitious next steps.

## Worksop

A quaint market town, Worksop is famed as the 'Gateway to the Dukeries', a unique selection of Ducal properties in north Nottinghamshire which includes Clumber Park, Welbeck Abbey, Thoresby Hall and Worksop Manor.

A former mining town, Worksop has many local attractions in the town and nearby, you'll find plenty of things to see and do and places to stay along with a whole host of bars and restaurants.

Like it's neighbour, Worksop has some truly beautiful stretches of country side, boasting truly idyllic scenery and playing the perfect host for a good ramble through North Nottinghamshire's delectable sights and sounds.

A picturesque place to live and work, if the above isn't convincing enough, a recent study has found Worksop to be the happiest place in Nottinghamshire!



# The person

## Roles and Responsibilities of Non-Executive Directors










An NHS Foundation Trust's Board of Directors plays a key role in shaping the strategy, vision and purpose of the organisation. They hold the organisation to account for the delivery of strategy and ensure value for money. They are also responsible for assuring that risks to the organisation, patients, staff, carers and the public are managed and mitigated effectively. Led by an independent Chair and composed of executive and independent non-executive members, the Board has a collective responsibility for the performance of the organisation and are held to account by the Council of Governors.

Non-executive directors work alongside other non-executives and executive directors as an equal member of the Board. They share responsibility with the other directors for the decisions made by the Board and for the success of the organisation in leading the local improvement of healthcare services for patients. Non-executives use their skills and personal experience to:

- Commit to working to, and encouraging within the Trust, the highest standards of probity, integrity and governance and contribute to ensuring that the Trust's internal governance arrangements conform with best practice and statutory requirements.
- Working with the Trust's Council of Governors.
- Provide independent judgement and advice on issues of strategy, vision, performance, resources and standards of conduct.
- Constructively challenge, influence and help the executive team to develop proposals on such strategies to enable the organisation to fulfil its leadership responsibilities to patients and the healthcare of the local community.
- Ensure that patients are treated with dignity and respect at all times, and that the patient is central to Trust decision making.
- Ensure that the Board sets challenging objectives for improving its performance across the range of its functions.
- Structure the performance of management in meeting agreed goals and objectives.
- In accordance with agreed Board procedures, monitor the performance and conduct of management in meeting agreed goals and objectives and statutory responsibilities, including the preparation of annual reports and annual accounts and other statutory duties.
- Ensure that financial information is accurate and that financial controls and risk management systems are robust and defensible and that the Board is kept fully informed through timely and relevant information.
- Accept accountability for the delivery of the organisation's objectives and ensure that the Board acts in the best interests of patients and its local community.
- Contribute to the determination of appropriate levels of remuneration for executive directors.
- Participate in committees (including the nominations and remuneration committee and charitable funds committee) established by the Board of Directors to exercise delegated responsibility.
- As a member of board committees, appoint, remove, support, encourage and where appropriate "buddy" senior executives.
- Bring independent judgement and experience from outside the Trust and apply this to the benefit of the Trust, its stakeholders and its wider community.
- Assist fellow directors in providing entrepreneurial leadership to the Trust within a framework of prudent and effective controls, which enable risk to be assessed and managed.
- Assist fellow directors in setting the Trust's values and standards and ensure that its obligations to its stakeholders and the wider community are understood and fairly balanced at all times.
- Ensure that the organisation values diversity in its workforce and demonstrates equality of opportunity in its treatment of staff and patients and in all aspects of its business.
- Engage positively and collaboratively in Board discussion of agenda items and act as an ambassador for the Trust in engagement with stakeholders including patients and the local community.
- Support the continued development and promotion of a positive and constructive relationship with the Council of Governors.

# Person Specification

## Applicants must be able to demonstrate:

-  Understanding and interest in healthcare issues.
-  A commitment to NHS values and principles of NHS Foundation Trusts.
-  Highly developed interpersonal and communication skills.
-  Ability to understand complex strategic issues and analyse and resolve difficult problems.
-  Sound, independent judgment, common sense and diplomacy.
-  Political savvy, with the ability to grasp relevant issues and understand relationships between interested parties.
-  Sound knowledge of corporate governance.
-  Sufficient time and commitment to fulfil the role.
-  Recent experience of decision making within a board-level environment.

## Board Level Competencies

If you are invited to interview, you will also need to demonstrate the range of competencies required to contribute effectively in this board level role, including:

- Patient and community focus - a strong commitment to the provision of high quality and safe care for patients, engaging with carers and the community, and to tackling health inequalities in disadvantaged groups.
- Strategic direction - the ability to think and plan ahead, to develop a clear vision and enthuse others, balancing needs and constraints.
- Previous experience of Non-Executive or at Board level.
- Holding to account - the ability to accept accountability for board performance, and probe and challenge constructively, and the ability to hold the Chief Executive and executives to account.
- Effective influencing and communication - a high level of ability to gain support and influence, political acumen.
- Team working - be committed to working as a team member, and the ability to take on a

personal leadership role and build an effective team.

- Self-belief and drive - the motivation to improve performance and confidence to take on challenges.
- Intellectual flexibility - the ability to think clearly and creatively, make sense of complexity and clarify it for other people.
- Chairing of meetings - you will be able to effectively chair meetings, keeping to a predetermined agenda and strict timings.

## Appointment

The Council of Governors is responsible for the appointment and removal of the non-executive directors, including the Chair. The Nominations and Remunerations Committee of the Council of Governors is responsible for the recruitment and selection of non-executive directors on behalf of the Council of Governors.

Appointments will be ratified by the Council of Governors.

## Term of Office

An initial term of office is a maximum of three years. In view of the need for progressive refreshing of the Board of Directors, there should be no expectation of automatic re-appointment and any term beyond six years will be subject to particularly rigorous review.

The Council of Governors may determine to hold open public competition at the end of each or any term served by an individual non-executive director.

Removal of a non-executive director, other than on the expiry of a term of office, is a matter for the Council of Governors as set out in the Constitution. NHS Improvement has statutory powers to remove any or all of the Board of Directors.



## Remuneration

Remuneration is based on time commitment of four to five days per month. The remuneration of non-executive directors is reviewed by the Council of Governors on an annual basis. Remuneration is paid at circa £13,390 subject to annual review.

## Eligibility

Only registered members of the Trust's public constituency are eligible for appointment as a non-executive director. Members of the staff of this Trust are not eligible. Candidates, if eligible, may submit an application for Trust membership with their application but will not be eligible for appointment unless and until they have been added to the register of members. Registering as a member is free, takes only a few moments and can be done online at [www.dbth.nhs.uk/about-us/become-a-member](http://www.dbth.nhs.uk/about-us/become-a-member)

## Appraisal

Non-executive directors are subject to annual appraisal by the Chair.

## Disqualification for appointment

Not everybody is eligible to be appointed as a non-executive director of an NHS Foundation Trust, for example if you are:

- 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 on him;
- A person who does not satisfy all of the 'fit and proper person' requirements set out in regulation 5(3) of The Health and Social Care Act 2008 (Regulated Activities) Regulations 2014.

In addition, a person may not serve or continue to serve as a non-executive member of the Board of Directors if they meet any of the following criteria:

- He/she no longer satisfies the relevant requirements for appointment;
- He/she is a person whose tenure of office as a chairman or as a director of a Health Service Body

has been terminated on the grounds that his/her appointment is not in the interests of public service, or for non-disclosure of a pecuniary interest;

- He/she has within the preceding two years been dismissed, otherwise than by reason of redundancy, by the coming to an end of fixed term contract or through ill health, from any paid employment with a Health Service Body;
- Information revealed by a Criminal Records Bureau check is such that it would be inappropriate for him to become or continue as a Director on the grounds that this would adversely affect public confidence in the Trust or otherwise bring the Trust into disrepute;
- He/she is a person who has had their name removed by a Direction under Section 154 of the 2006 Act from any list prepared under Part 4 of that Act, and have not subsequently had their name included on such a list;
- He/she is a member of a local authority's overview and scrutiny committee;
- He/she is the subject of a disqualification order made under the Company Directors' Disqualifications Act 1986;
- He/she has failed or refused to undertake any training which the Board of Directors requires all Directors to undertake;
- He/she has failed to sign and deliver to the Secretary in the form required by the Board of Directors confirmation that he accepts the trust's Standards of Business Conduct Policy;
- He/she is a partner or spouse of an existing Director.

# How to apply

## Key dates

Closing date for applications can be found on the job advert, which is viewable at [dbth.nhs.uk](http://dbth.nhs.uk).

The final interview process with Doncaster and Bassetlaw Teaching Hospitals NHS Foundation Trust will likely take place in the new year.

## How to apply

In order to apply, please follow the process outlined on the job advert.

The preferred method of application is online and can be found on [www.dbth.nhs.uk](http://www.dbth.nhs.uk)

All candidates are also requested to complete an online Equal Opportunities Monitoring Form which will be found at the end of the application process. This will assist Doncaster and Bassetlaw Teaching Hospital in monitoring selection decisions to assess whether equality of opportunity is being achieved. Any information collated from the Equal Opportunities Monitoring Forms will not be used as part of the selection process and will be treated as strictly confidential.

## Personal data

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and / or biometric data) in your application documentation.

Following this notice, any inclusion of your Sensitive Personal Data in your application documentation will be understood by us as your express consent to process this information going forward.

Please also remember to not mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

## Fit and Proper Persons Requirement (FPPR)

The successful applicant will be subject to Occupational Health and Disclosure and Barring Service checks and is subject to the Fit and Proper Persons Requirement

(FPPR).

All organisations regulated by the Care Quality Commission need to ensure that successful candidates meet the Fit and Proper Persons Requirement (Regulation 5, The Health and Social Care Act 2008 (Regulated Activities) Regulations Act. This means that the care provider must not appoint a director unless:

- The individual is of good character;
- The individual has the qualifications, competence, skills and experience which are necessary for the relevant office or position or the work for which they are employed;
- The individual is able by reason of their health, after reasonable adjustments are made, to properly perform tasks which are intrinsic to the office or position for which they are appointed or to the work for which they are employed;
- The individual has not been responsible for, been privy to, contributed to or facilitated any serious misconduct or mismanagement (whether lawful or not) in the course of carrying on a regulated activity or providing a service elsewhere which, if provided in England, would be a regulated activity; and
- None of the grounds of unfitness specified in Part 1 of Schedule 4 apply to the individual (e.g. bankruptcy, sequestration and insolvency, appearing on barred lists and being prohibited from holding directorships under other laws);
- Good character is measured by the criteria set out in Part 2 of Schedule 4 of the Regulations;
- Whether the person has been convicted in the UK of any offence or been convicted elsewhere of any offence which if committed in any part of the UK would constitute an offence; and
- Whether a person has been erased, removed, or struck off a register maintained by a regulator of a health or social work professional body.



**Doncaster and Bassetlaw  
Teaching Hospitals  
NHS Foundation Trust**