

# **East London NHS Foundation Trust**

## **Non-Executive Director (Digital)**

### **Candidate Pack - April 2025**





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# Welcome from Eileen Taylor, Chair

Thank you for your interest in joining our Board as a Non-Executive Director. We are seeking innovative, transformational, and motivated individuals with great vision, energy, and drive to join us in making a sustainable and lasting difference to those we provide care for.

ELFT is developing as the first NHS Marmot Trust to improve the wider determinants of health. This has shaped our work as an anchor organisation in Bedfordshire, East London, and Luton leading to significant grant programmes to local community and voluntary sector. Our strategy commits us to continuing to address issues of inequality for staff and those who use our services, and we have continued work towards being an anti-racist organisation. 2025 will see the beginning of the work to evaluate how far we have come in terms of our strategic objectives, and where we will be heading from 2026 with a refreshed strategy.

Our Trust is recognised as an exceptional organisation where people participation, co-production, clinical leadership, staff engagement and quality improvement are at the heart of what we do, leading the design, delivery and evaluation of services.

Our Trust was rated 'outstanding' by the CQC for the third time in 2021, reflecting the way in which teams across the Trust work together and with those who use our services to continue to try and improve the quality of life together.

We are keen to hear from those with a track record in commercial leadership, an understanding of financial sustainability and risk and an ability to balance commercial thinking with public service. In line with the NHS 10 Year Plan's ambition of moving from analogue to digital we especially welcome applications from those with Board experience leading or advising on digital strategy and an understanding how technology can improve patient outcomes, operational efficiency and population health.

You will bring personal commitment to the role and offer balance, challenge, support and focus to complex decision making both in our Trust and in the wider system. ELFT aims to be a leader in both Integrated Care Systems we are working in. This includes contributing to the overall system challenge of delivering balanced budgets.

We warmly welcome applications from members of our vibrant and diverse communities who bring an understanding of some of the challenges faced by our local populations and are committed to developing a truly inclusive culture. This is an exciting time to be part of our journey.



**Eileen Taylor**  
Trust Chair

A handwritten signature in black ink, reading 'E Taylor', written in a cursive, flowing style.

# About Us

East London NHS Foundation Trust provides community health, mental health and primary care services to a population of around 1.8 million people across Bedfordshire, Luton, and East London.

Our strategy takes into account the changing needs and assets within our local populations, the impact of the pandemic on our communities, greater collaborative working between local health and social care and voluntary sector organisations, and the views of local people, staff and stakeholders. It provides us with direction, and defines our priorities as an organisation.

## Our Mission is:

To improve the quality of life for all we serve.

## Our Vision

We will work with our partners to deliver on our commitment to person-centred coordinated mental and physical health care, to improve the health and wellbeing of the communities we serve, to recover from the pandemic and to promote social justice.

## Our Promise

As part of our continuing commitment to the way we work together in our mental health, community health and primary care services, and with our partners, we promise:

- To work together creatively
- To learn what matters to everyone
- To achieve a better quality of life
- To continuously improve our services

## Our Organisational Treasures

We believe our strengths as an organisation will support us on our journey, including:



## Our Values Are:

**We Care We**

**Respect We are**

**Inclusive**



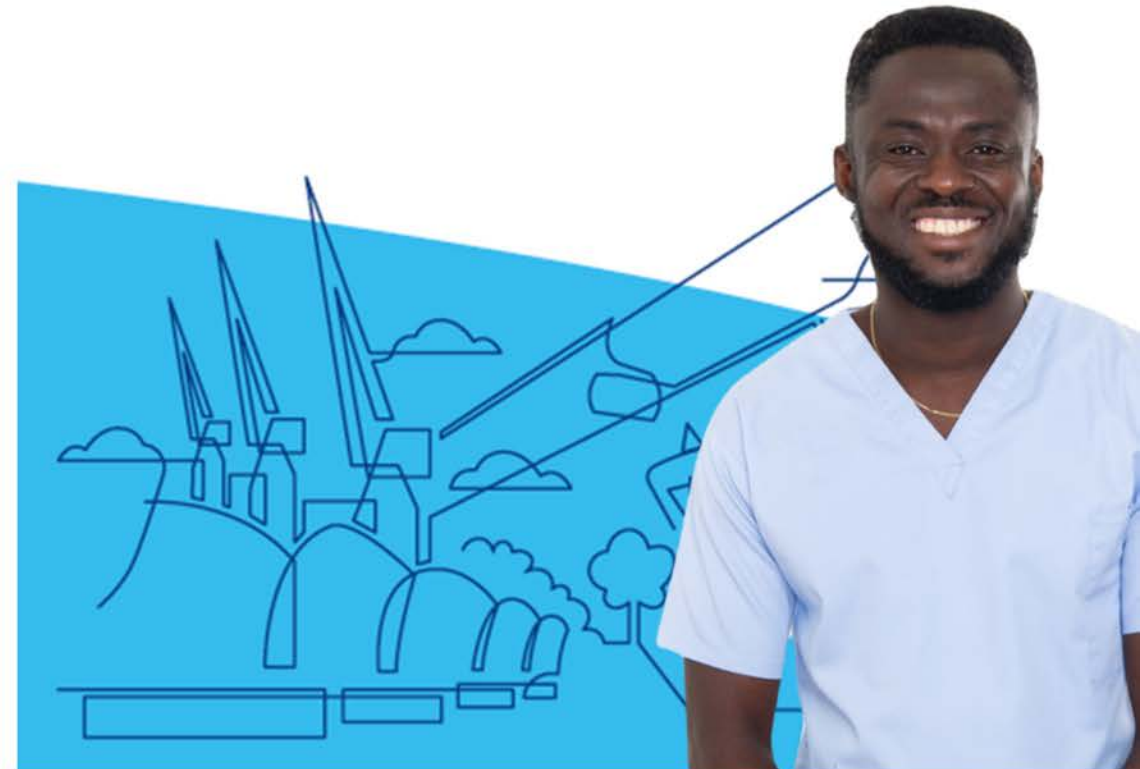
# The Non-Executive Director Role

Non-Executive Directors play a crucial role in bringing an independent perspective to the Board of Directors in addition to any specific knowledge and skills they may have.

A Non-Executive Director will work alongside other Non-Executive Directors, the Chair of the Trust, and the Executive Directors as equal members of the Board. They share responsibility with the other Directors for the decisions made by the Board and for the success of the Trust in leading the local improvement of healthcare for our service users and residents.

Appointed by the Council of Governors, Non-Executive Directors are responsible for providing appropriate oversight, governance and leadership to the Trust in the pursuit of its strategy to improve the quality of life for all we serve through the use of their skills, knowledge and expertise. Through independent and objective judgement, they play an important role in monitoring strategy, performance, risk, people management and local accountability, and that an inclusive culture aligned with the strategic direction of the Trust is being achieved.

All Board Directors must role model our behaviours and values, and demonstrate high standards of corporate and personal conduct. Non-Executive Directors have a duty to uphold the highest standards of integrity and probity, and to foster good relationships with the Board as well as forging strong links with the Council of Governors as the Council is responsible for holding the Non-Executive Directors to account both individually and collectively for the performance of the Board.



# Role Description

## Strategy

- Provide strategic vision to the Trust, leading in the discussions on the strategic development of the organisation
- Assist fellow Directors in setting the Trust's strategy and priorities, ensuring that the necessary financial and people resources are in place for the Trust to meet its objectives, and that performance is effectively monitored and reviewed
- Constructively challenge, influence and help the Executive Directors develop proposals on such strategies to enable the Trust to fulfil its leadership responsibilities to our service users and the healthcare of the local communities taking account of the Trust's contribution to system working and collaboration as well as its triple aim duty
- Commit to ensuring the quality and safety of healthcare services delivered by the Trust and apply the principles and standards of quality governance set out by NHS England, the Care Quality Commission and other relevant NHS bodies
- Provide independent judgement and advice on issues of strategy, vision, performance, resources and standards of conduct
- In accordance with agreed Board procedures, help and 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
- Accept accountability for the delivery of the Trust's objectives and ensure that the Board acts in the best interests of our staff, service users, carers, families, and local communities
- Ensure the long term sustainability of the Trust
- Ensure maintenance of the Trust's financial viability, using resources effectively, controlling and reporting on financial affairs in accordance with the requirements set out by NHS England while working closely with our partners across the systems (including ICSs)
- Bring independent judgement and experience based on a range of expertise including but not limited to carer, clinical, commercial, financial, housing, legal or governance expertise from outside the Trust and apply this to the benefit of the Trust, its stakeholders and its wider community.

## Leadership

- 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 effectively
- 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



- Upholding the Trust's values by example and ensuring the Trust promotes equity, diversity and inclusion for all its staff, service users and other stakeholders
- Ensure that service users are treated with dignity and respect at all times and that they are central to Trust decision-making.

### Governance

- Commit to working to, and encouraging within the Trust, the highest standards of probity, integrity and corporate governance, and contribute to ensuring that the Trust's internal governance arrangements conform with best practice and statutory/regulatory requirements where appropriate
- Ensure the Trust complies with its provider licence, its constitution and any other applicable legislation and regulations
- Help to ensure that financial information is accurate and that financial controls and risk management systems are robust
- Chair committees and/or take an active part in other committees established by the Board to exercise delegated responsibility
- Where appropriate 'buddy' senior executives in areas in line with their expertise
- As a member of Board committees, appoint, remove, support and encourage senior executives
- Contribute to the determination of appropriate levels of Executive Directors' remuneration.

### Communications and Engagement

- Engage positively and collaboratively in Board discussion of agenda items
- Contribute to building and maintaining positive and good working relationships with the Council, ensuring the Board has regard to their views
- Working with Governors to build relationships with our local communities
- Act as an ambassador for the Trust in engagement with our internal and external stakeholders including Governors and the local community
- Contribute to building and maintaining an effective working relationship between members of the local health and social care community such that all agencies work in harmony for the benefit of the local communities
- Represent the Board at official occasions or, as required, in dealing with the local media.



# The Person Specification

We are looking for candidates who want to use their energy, skills and experience to help drive the delivery of sustainable healthcare services for the people in East London, Bedfordshire and Luton.

## Essential Expertise

- Board or senior management level commercial/business experience in a large and/or complex organisation
- Board level experience leading or advising on digital strategy (e.g. digital transformation, data innovation, AI, cyber security, digital inclusion)
- An understanding how technology can improve patient outcomes, operational efficiency and population health
- Previous Non-Executive Director experience
- A personal, demonstrable commitment to equality, inclusion and diversity.
- Robust understanding of the principles and practice of good governance
- Ability to develop and form strategy and to monitor the effectiveness of strategy
- Interest in, or experience of, mental health, primary care or community health services
- Sincere interest in and ability to gain credibility with service users, staff, senior leaders, clinicians, Governors and local communities

## Desirable Experience

- Knowledge of our diverse local communities. We particularly welcome applications from Bedfordshire and Luton.
- Lived and/or personal experience as a carer or service user
- Experience of chairing Board committees
- Experience of working in or with the public sector
- Keen interest and/or experience in quality improvement methodology and/or transformation
- Sound understanding of the NHS, social care and/or third sector.





# Personal Qualities

If you are invited to interview you will also need to demonstrate a range of competencies required to be effective in a Board level role, as well as adhering to the Nolan Principles.

<b>Patient and community focus</b>	A high level of commitment to service users, carers and the community, especially to tackling health inequalities in disadvantaged groups
<b>Strategic direction</b>	Ability to think and plan ahead, developing a clear vision and balancing needs and constraints
<b>Holding to account</b>	Ability to accept accountability, and to probe and challenge constructively
<b>Effective influencing and communication</b>	Ability to gain support, influence and persuade a range of key stakeholders; have political acumen
<b>Team working</b>	Strong team player with a collaborative and engaging working style
<b>Self-belief and drive</b>	Motivation to improve performance and confidence to take on challenges
<b>Intellectual flexibility</b>	Ability to think clearly and creatively, and make sense of complexity and clarify for others



## What ELFT service users and carers say is important to them:

- Being listened to and treated as equals
- “Nothing about us, without us”: recognise that we are experts in our own experience and involve us in care planning and decision-making
- A truly inclusive service in which diverse identities are accepted and celebrated, and we’re treated without fear of bias or prejudice
- A truly accessible service which adapts to meet our needs rather than the other way round
- Being treated with respect, patience and kindness
- A service which shows compassionate curiosity: a genuine care and desire to support and understand us
- Focusing on what matters to us, and what recovery means to us.



# Additional Information

## Appointment and Tenure of Office

- This appointment will be for a period of up to three years subject to the satisfactory completion of the induction period and thereafter subject to satisfactory annual performance review
- A further term of appointment can be considered at the end of the first period of office subject to consistently good performance and the needs of the organisation. A degree of change is often sought on Boards and there should therefore be no expectation of automatic re-appointment
- In exceptional circumstances Non-Executive Directors may serve longer than six years subject to annual reappointment and subject to external competition if recommended by the Board of Directors and approved by the Council of Governors in accordance with the Trust's constitution
- Non-Executive Directors are required to be a member of the Trust and be a resident in England
- Non-Executive Directors must demonstrate high standards of corporate and personal conduct. The Trust's constitution includes disqualification criteria for those who may not become or continue as a member of the Board of Directors.

## Time Commitment

- Non-Executive Directors are expected to devote an average of three days per month to the role
- This will comprise a mixture of set commitments and more flexible arrangements for ad hoc events, reading and preparation
- A degree of flexibility will be required and some time commitment may be during the evening.

## Remuneration

- Remuneration on appointment is £15,454 per annum. The Council of Governors is responsible for setting the remuneration of Non-Executive Directors and will review these levels annually
- Remuneration is taxable and subject to Class 1 NI Contributions; it is not pensionable
- All Non-Executive Directors are eligible to be reimbursed for travel, subsistence and other associated costs necessarily incurred on Trust business in accordance with the Trust's policies.



### **Independence Requirement**

- Non-Executive Directors should at all times meet the independence requirement
- A major contribution of a Non-Executive Directors is to bring wider experience and a fresh perspective to the boardroom. Although required to establish close relationships with the Executive Directors and be well-informed, all Non-Executive Directors need to be independent of mind and willing and able to challenge, question and speak up
- A Non-Executive Director is considered independent in character and judgement and there are no relationships or circumstances that could affect, or appear to affect, the person's judgement
- The Financial Reporting Council's UK Corporate Governance Code currently provides that Non-Executive Directors should be independent of management and free from any business or other relationship which could materially interfere with the exercise of their independent judgement.

### **Fit and Proper Persons Criteria for Directors in the NHS**

- Given the significant public profile and responsibility members of NHS Boards hold, it is essential that those appointed inspire confidence of the public, patients, service users, carers and NHS staff at all times

- A number of specific background checks will therefore be undertaken to ensure that those appointed are 'fit and proper' people to hold this important role
- All candidates will be required to complete a self-declaration that they meet the requirements of the Fit and Proper Persons regulations; and the successful candidate will be required to meet these regulations on a continuing basis.

### **Support, Induction and Training**

- The Trust will organise appropriate induction and training for the successful candidate
- Non-Executive Directors have shared administration support located at the Trust's Head Office
- The Trust will ensure that Non-Executive Directors have access to independent professional advice, at the Trust's expense, where they judge it necessary to discharge their responsibility.

# Recruitment Timetable 2025

Activity	Dates
Closing date for applications	9th June
Longlisting meeting	12th June
Preliminary Interviews	w/c 16th June
Shortlisting meeting	26th June
Stakeholder Group	3rd/4th July
Final panel interviews	8th July





# How to Apply

The closing date for applications is Monday 9th June 2025

Applications should include:

- Answers to the three application questions in no more than 500 words per question:
  - a. Your experience around digital
  - b. Your motivation for applying
  - c. How you have demonstrated a commitment to equality, diversity, and inclusion
- An **up-to-date CV** and a completed Fit and Proper Person Form. Your CV should detail your full career history with any breaks explained.
- Names, positions, organisations and contact details for two referees, one of whom should be your current or most recent position. **We would not approach these referees before the shortlist stage, and only with your permission.**

It is unlikely we would be able to accommodate individual requests for different dates.

Check that your contact details are correct before you submit.

Applications should be submitted by visiting the GatenbySanderson [job site here](#). Once you have submitted your application, you will receive an automated email to confirm that you have applied. If you do not receive this email, please make contact with GatenbySanderson.

For a confidential discussion, contact our executive search partners at GatenbySanderson:

- Melanie Shearer - [melanie.shearer@gatenbysanderson.com](mailto:melanie.shearer@gatenbysanderson.com)
- Jim Canning - [jim.canning@gatenbysanderson.com](mailto:jim.canning@gatenbysanderson.com)
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aparicio@gatenbysanderson.com](mailto:laura.cubillio-<br/>aparicio@gatenbysanderson.com)

