



**Nottingham and
Nottinghamshire**



**Integrated
Care System**

Nottingham & Nottinghamshire

VCSE Chair Recruitment Pack

Health and social care across the country has undergone an evolution with big changes being made to join up services, improve people's health and treat illnesses. This ambition was highlighted as a key priority in the NHS Long Term Plan, published in 2019, where a commitment was made to have all the areas of the country operating within Integrated Care Systems (ICSs), to continue the drive for collaboration working.

ICSs are partnerships of organisations that have been brought together, to plan and deliver joined up health and care services, to improve the lives of people who live and work in the area. The Nottingham and Nottingham ICS was established in July 2022, with the partnership consisting of the City and County Councils, NHS organisations and the voluntary, community and social enterprise (VCSE) sector. As our ICS covers a large geographical area, it is made up of four place-based partnerships or PBPs - Bassetlaw, Mid-Nottinghamshire, Nottingham City and South Nottinghamshire - and 23 neighbourhoods.

At the same time the ICS was established, a new NHS body was created, Nottingham and Nottinghamshire Integrated Care Board (ICB), replacing both Bassetlaw and Nottingham and Nottinghamshire Clinical Commissioning Groups (CCGs). The ICB is an integral part of the ICS, with responsibility for planning to meet local health needs, allocating resources, ensuring that services are joined up, and overseeing delivery of improved health and wellbeing for our population.

The VCSE sector is acknowledged as an essential partner in delivering the ambitions of the ICS, to enable every citizen to enjoy their best possible health and wellbeing. It has strong links with groups and communities, including those who are underserved and experiencing the greatest health inequalities. A new 'Working with People and Communities: Citizen Intelligence Strategy 2022-2025', places a great deal of importance on the VCSE sector, for these very reasons.

The VCSE Alliance brings together representatives of VCSE organisations, with the aim of providing a strategic voice and supporting the delivery of integrated care. The VCSE Alliance will be an essential part of how the system operates at all levels. This will include involving the VCSE sector in governance structures and system workforce, population health management and service redesign work, leadership and organisational development plans.

About the VCSE Alliance



The purpose of the VCSE Alliance will be to enable every citizen to enjoy their best possible health and wellbeing by bringing together representatives of local, regional and national VCSE organisations as a single point of contact, to generate citizen intelligence from the groups and communities that they work with. This vital insight is then going to be shared across the Nottingham and Nottinghamshire ICS and ICB, to ensure that the experiences and views of local citizens are considered in the design and delivery of health and social care services in the region, and to enable an effective two-way flow of information.

The Chair will be a critical component in this ambition, driving the effectiveness of the Alliance and its role in strengthening the development of more meaningful and equitable relationships with health and social care partners.

Another of the key responsibilities for the person appointed will be to support our “citizen first” approach, ensuring that the intelligence and insight from people and communities are collated and shared effectively. Written strongly within the ‘Vision and Values’ for the Alliance, is the need to amplify the voices of those communities who don’t always engage with health and care services.

To support this, a framework is being developed which will outline how citizens’ intelligence will be collated - utilising the experience of the Chair and Alliance members to engage with these communities - and how the outputs for patients will be measured. The framework will be used to evaluate the effectiveness of the Alliance.

The objectives for the Nottingham and Nottinghamshire VCSE Alliance will be to:

- Act as the main point of contact and facilitate two-way flow of communication between the NHS and VCSE sector, encourage collaboration, co-design and transformation.
- Join up intelligence – giving VCSE organisations better access to data and ‘market intelligence’ and vice versa.
- Provide a central point for reporting and feedback against national developments and regional priorities using intelligence from local communities and residents.
- Act as the main point of contact for leadership of the sector to liaise with commissioners and other stakeholders encouraging dialogue, co-design and collaboration.
- Enable small voluntary organisations to act as equal partners within the VCSE Alliance.
- Build capacity within the sector through joint applications for investment.
- Use shared data to identify emerging trends from across the wider VCSE sector that the VCSE Alliance represents, and influence key decision makers across the ICS, for the benefit of the sector.

Job Description



1. Role Title

Chair of the Voluntary, Community and Social Enterprise (VCSE) Alliance

2. Location

Hybrid, with face-to-face meetings taking place across Nottingham and Nottinghamshire.

3. Responsible to

Members of the VCSE Alliance.

4. Key Relationships

- Members of the VCSE Alliance.
- Members of the Nottingham and Nottinghamshire Integrated Care Partnership (ICP).
- Chair of the Nottingham and Nottinghamshire ICB's Citizen Intelligence Advisory Group (CIAG).
- Head of Insights and Engagement (Nottingham and Nottinghamshire ICB).
- VCSE organisations that operate in Nottingham and Nottinghamshire (i.e. not just Alliance members).
- Alliance leads in neighbouring ICSs.

5. Main Purposes

- To facilitate and chair the Alliance to work effectively as the umbrella body for VCSE organisations operating within the Nottingham and Nottinghamshire ICS.
- To act on behalf of, and represent the opinions and interests of, the VCSE Alliance at the Nottingham and Nottinghamshire ICP and the Nottingham and Nottinghamshire Integrated Care Board's CIAG.

6. Key Responsibilities

- Facilitate and chair the Alliance to operate effectively as the umbrella body for VCSE sector organisations operating within the Nottingham and Nottinghamshire ICS.
- Work with the Alliance to ensure they are effectively represented and actively involved across the structures that form the ICS.

- Promote a "citizen first" approach, ensuring that intelligence and insight from people and communities are collated and shared across the ICS.
- Plan and chair Alliance meetings.
- Ensure activities and decisions taken are effective, transparent and accountable to the members, and that conflicts of interest are appropriately managed.
- Provide leadership, advice and guidance to Alliance members.
- Ensure the Alliance addresses and incorporates relevant legislation and best practice guidance, including equality and diversity.
- Work with the Alliance to identify and communicate strategic and business development goals.
- Work with Alliance to ensure parity of representation across the membership and that information and communications flows effectively; giving confidence to system partners.
- Facilitate and support direct engagement between system leaders and VCSE sector partners.

Act on behalf of and represent the opinions and interests of the VCSE Alliance at the Nottingham and Nottinghamshire ICP and the Nottingham and Nottinghamshire ICB's Citizen Intelligence Advisory Group (CIAG).

- Attend meetings and be an active and responsible ICP and CIAG member, representing the members with integrity through an agreed set of principles and priorities.
- Work with the members of the Alliance to ensure an effective activity plan is developed and regularly updated, to align with ICS priorities.
- To ensure members receive regular updates, feedback and are made aware of emerging opportunities and risks in a timely fashion.

Person Specification



The person appointed will have a clear and demonstrable understanding of the current and emerging challenges and opportunities within Nottingham and Nottinghamshire ICS and the local VCSE sector.

They will have experience leading meetings of strong personalities representing a diversity of views. They will also have demonstrable authority and credibility and will be a positive, visible figurehead for the Alliance and its members.

The Chair will have:

- Experience of working with the VCSE sector at a strategic and Senior Management level.
- Awareness and understanding of the issues facing the VCSE sector on a local, regional and national footing.
- An understanding of the diversity of the VCSE including grassroots level/micro organisations.
- Experience of change management at a significant and strategic level.
- Personal and professional resilience to overcome barriers and challenges.
- Understanding of the governance of voluntary, community and faith groups.
- Experience of championing and advocating on behalf of the VCSE sector.

- Experience of working in partnership with a range of stakeholders in health and social care services.

In addition, the Chair will need to demonstrate the following qualities:

- Commitment to the purpose and values of the VCSE.
- Proven leadership experience at a senior level.
- Integrity and evidence of good/independent judgement.
- Excellent interpersonal and communication skills.
- An ability to challenge assumptions, listen to the views of others and to develop positive working relations across the health and social care system.

Application and Recruitment Process

The Chair will be appointed via a transparent and robust process, to ensure effective management of potential conflicts of interest.

Please submit your expression of interest by our closing date of 12 noon on Friday 3rd March 2023, by providing the following information on email to prema.nirgude@nhs.net

- A comprehensive CV - no more than three sides, to reflect your key competencies and experiences in response to the job role.
- A supporting statement that sets out why you are interested in this appointment and how you meet the person specification - no more than two sides of A4.
- A completed Conflicts of Interest form.
- With your submission, please include the names and addresses of three referees.

Referees will not be approached until the final stages and not without prior permission from candidates.

If you'd like an informal confidential discussion about the role, please email Prema Nirgude, Head of Insights and Engagement, Nottingham and Nottinghamshire ICB – prema.nirgude@nhs.net

Appointment Details



Appointment

This role is an appointment and not an employed role. It is therefore not subject to the provisions of employment law except where discrimination is alleged.

Time Commitment

We estimate that the Chair will be expected to commit up to 19 days within a 12-month period.

Term

The role will initially be appointed for 12 months. After this term and subject to review, the Chair may be reappointed on an annual basis – this is also open to review by the Alliance.

Remuneration and Payment Arrangements

The Chair role will be eligible for appropriate remuneration to meet the requirements of the role. The remuneration and payment arrangements will be agreed with the successful candidate once appointed, and with the oversight of the ICB Remuneration Committee.

The payment arrangements necessary to support the successful candidate to take up the post of the Chair will be agreed with the successful candidate, once appointed.

Eligibility Criteria

To be eligible to stand as a candidate you:

- Experience of working with the VCSE sector at a strategic and Senior Management level.
- Must not be a person falling within any of the disqualification categories set out below.
- Must demonstrate how you meet the requirements of the role as described in the role description.

Applicants will be asked to complete a Declaration of Interest form. Any interest declared will be considered on a case-by-case basis.

Disqualification From Appointment



- Those not eligible to work in the UK.
- A person subject to a bankruptcy restriction order or an interim bankruptcy restriction order.
- A person who has in the last five years been dismissed from employment by a health service body for reasons other than redundancy.
- A person who has received a prison sentence or suspended sentence of three months or more in the last five years.
- A person who has been dismissed by a former employer (within or outside the NHS) on the grounds of misconduct in the last five years.
- A health care professional whose registration is subject to conditions, or who is subject to proceedings before a fitness to practise committee of the relevant regulatory body, or who is the subject of an allegation or investigation which could lead to such proceedings.
- A person who is under a disqualification order under the Company Directors Disqualification Act 1986 or the Company Directors Disqualification (Northern Ireland) Order 2002, or an order made under section 429 (2) of the Insolvency Act 1986 (disabilities on revocation of administration order against an individual).
- A person who has at any time been removed from the management or control of a charity.

Standards in Public Life

You will be expected to demonstrate high standards of corporate and personal conduct. All successful candidates will be asked to subscribe to the Nolan Principles of Public Life. You should note particularly the requirement to declare any conflict of interest prior to appointment, and then those that arise in the course of Alliance business, as well as the need to declare any relevant business interests, positions of authority or other connections with commercial, public or voluntary bodies.