

Membership of the NHS Assembly

Information pack

Submitting an expression of interest

Thank you for your interest in becoming a member of the NHS Assembly.

Please read the information pack before submitting an expression of interest to ensure that you fully understand the process and to determine if you have the skills, experience and time to be an effective member of the Assembly.

If you wish to register your interest in becoming a member of the NHS Assembly, please complete the online [Expression of Interest form](#).

If you would like to request a call to discuss the role please do email england.ltp@nhs.net or call 0113 8251161 to schedule a conversation.

The closing date for applications is **midday on 6 March 2019**.
We rely only on the information you provide when making appointments.

Once we have received all expressions of interest you may be contacted to arrange a brief telephone or in-person interview. This will take place during the week of 11 March 2019.

The first meeting of the NHS Assembly is scheduled to take place on 3 April 2019.

Diversity and equal opportunity

The NHS values and promotes diversity and is committed to equality of opportunity. To help us understand if we are achieving this **please complete the equal opportunity monitoring information at the end of the online submission form**.

Conflicts of Interest

All Assembly members are required to declare any private interests which may or may be perceived to conflict with the role and responsibilities of the NHS Assembly. **Please read the [standards of business conduct policy](#) and declare any interests including any business interests and positions of authority outside the Assembly in the relevant part of the online form,**

Background

The recently published [NHS Long Term Plan](#) will make sure the NHS has a bright future ahead of it, from providing high quality lifesaving treatment and care for patients and their families, to reducing pressure on hard working NHS staff and investing in exciting new technologies.

The NHS Long Term Plan (7:17) sets out:

“We will build on the open and consultative process that this plan is built on, and strengthen the ability of patients, professionals and the public to contribute, by establishing an NHS Assembly in early 2019.”

About the NHS Assembly

Building on the collaborative approach taken when developing the NHS Long Term Plan, the NHS Assembly will bring together a range of individuals from across the health and care sectors at regular intervals to advise the joint boards of NHS England and NHS Improvement on delivery of the NHS Long Term Plan.

The Assembly membership will bring broad stakeholder insight and frontline experience to discussions, serving as a “guiding coalition” on implementation of the improvements outlined in the plan.

The assembly will have an agreed programme of work to allow for additional activity to be conducted in advance of meetings to help bring wider insight to the membership as appropriate. The Assembly is not itself responsible for LTP implementation and nor does it cut across the current statutory accountabilities of NHS England and NHS Improvement.

About the Membership

The Assembly will have a membership of around 50 people and will be led by two independent Co-Chairs (one clinical and one non-clinical).

Members are appointed based on their individual knowledge, skills and experience, not to represent a specific organisation. To ensure a variety of experience we will look to appoint a balanced and diverse membership drawing from across different stakeholder groups including:

- **Frontline clinicians** - We will look to appoint a membership that reflects the diversity of the clinical workforce including – Nurses, AHPs, Diagnosticians, Doctors, Public Health Practitioners, GPs, First Responders.
- **Staff** - We will look to appoint a membership that recognises, values and reflects the diversity of the NHS workforce.

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- **Patient, Carer and Public voice networks** - We will look to appoint a membership that reflects a cross section of the population and priority areas highlighted within the Long Term Plan.
- **Voluntary, Community and Social Enterprise sector** - We will look to appoint a membership that benefits from VCSE sector knowledge, reach into the sector, insight and experience relating to the priorities within the Long Term Plan.
- **National clinical leaders** - We will look to appoint a membership that benefits from clinical leadership knowledge and experience relating to the priorities within the Long Term Plan.
- **Health and Care sector system leaders** - We will look to appoint a membership that reflects the diversity of the health and care system partners and the communities they serve.
- **Think Tanks and health research sector** – We will look to appoint a membership that benefits from knowledge of the latest advances in research and innovation.

Membership role on the assembly

As a member of the NHS Assembly you will be expected to:

- Actively participate in Assembly meetings, drawing on your experience and knowledge as a leader and/or innovator to contribute thoughts, knowledge and views to discussions around aspects of the NHS Long Term Plan.
- Work in a collaborative way with the other members and attendees of the Assembly, respecting differences of opinion, finding common ground and working towards consensus.
- Contribute to discussions beyond your own areas of specific interest or experience for the benefit of all staff and people who use NHS services.
- Actively utilise your connections, influence and reach into wider networks to advance the work of the Assembly.
- Comply with relevant sections of the Terms of Reference for the NHS Assembly, and with the Standards of Conduct, respecting the confidential nature of discussions when it is made clear by the Chairs that this is a requirement.

Personal experience, qualities and behaviours

This is a high-profile, strategic, responsible and accountable role, for which significant experience and specific skills are required.

All members should be able to demonstrate:

- A commitment to the values of the NHS:
 - Respect and dignity.
 - Commitment to the quality of care.
 - Compassion.
 - Improving lives.
 - Working together for patients.
 - Everyone counts.

- A high level working knowledge, understanding and interest in healthcare issues, the NHS in England and the wider environment in which it operates, and of the NHS Long Term Plan.

- Experience of participating in national or regional forums with ability to interact with multiple stakeholders at senior management level.

- Ability to understand and evaluate a range of information and evidence, including complex, lengthy documents and data.

- Good understanding of, and commitment to, equality and diversity.

The following additional knowledge, skills and experience apply to different stakeholder groups:

Stakeholder group	We invite expressions of interest from people who...
Frontline clinicians Including Nurses, AHPs, Diagnosticians, Junior Doctors, Public Health Practitioners, Senior Medics, GPs, First Responders.	<ul style="list-style-type: none"> • Are currently working in a clinical role within the health and care sector. • Have a proven track record for innovation and driving service improvement. • Have a credible and respected reputation among peers and an ability to influence beyond your own organisation.
Staff	<ul style="list-style-type: none"> • Hold a leadership or other responsible position within a professional representative body, trade union or staff network at national or regional level.

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	<ul style="list-style-type: none"> • Have experience of collaborating with and influencing very senior leaders within the health and care system. • Have a credible and respected reputation among peers and an ability to influence beyond your own organisation
Patient, carer and public voice networks	<ul style="list-style-type: none"> • Be an influential and active member of a wider patient/ public voice organisation, network or forum at regional or national level. • Have experience of collaborating with and influencing very senior leaders within the health and care system. • Have a credible and respected reputation among peers and those health and care leaders they have worked with.
Voluntary, Community and Social Enterprise sector	<ul style="list-style-type: none"> • Hold a leadership or other responsible position within the VCSE sector at regional or national level. • Have a proven track record of working in collaboration with the wider health and care system, ideally in relation to core elements of the Long Term Plan. • Have a credible and respected reputation among peers and an ability to influence beyond your own organisation. • Have strong networks and connections within the VCSE sector.
National clinical leaders	<ul style="list-style-type: none"> • Hold a leadership or other responsible position in a Royal College or National Faculty. • Have a proven track record of working in collaboration with the wider health and care system, ideally in relation to core elements of the Long Term Plan. • Have a credible and respected reputation among peers and an ability to influence beyond your own organisation.
Health and Care sector system leaders	<ul style="list-style-type: none"> • Hold a leadership or other responsible position in an STP / ICS, NHS provider or commissioning organisation or within local government (adult and children's social

	<p>care or public health) or a sector representative network.</p> <ul style="list-style-type: none"> • Have a proven track record of working in collaboration with the wider health and care system, driving innovation and service improvement. • Have a credible and respected reputation among peers and an ability to influence beyond your own organisation.
<p>Think Tanks and health research sector</p>	<ul style="list-style-type: none"> • Hold a leadership or other responsible position in nationally recognised think tank or health research organisation. • Have a proven track record of working in collaboration with the wider health and care system • Have a credible and respected reputation among peers and an ability to influence beyond your own organisation.

Remuneration and Time Commitment

The Assembly is expected to meet between three and five times each year. You may, as an assembly member be asked to participate in activities outside full meetings.

Members will participate in the Assembly on a voluntary basis and should have the backing of their employer/organisation to do so. Some members may be able to claim travel expenses and those members appointed in the patient, carer and public voice category may also be entitled to claim an involvement payment in line with the [NHS England policy](#) (this is a level 4 category c role). This will be clarified with appropriate individuals on appointment but if you want to discuss this with someone in advance of submitting an expression of interest please email england.ltp@nhs.net or call 0113 8251161 to schedule a conversation.

Tenure

Membership will be made for an initial period of two years with the ability to extend appointment annually for up to five years.

Standards in Public Life

You will be expected to demonstrate a commitment to and an understanding of the value and importance of the seven principles of public life. These are attached to the [Terms of Reference for the NHS Assembly](#).