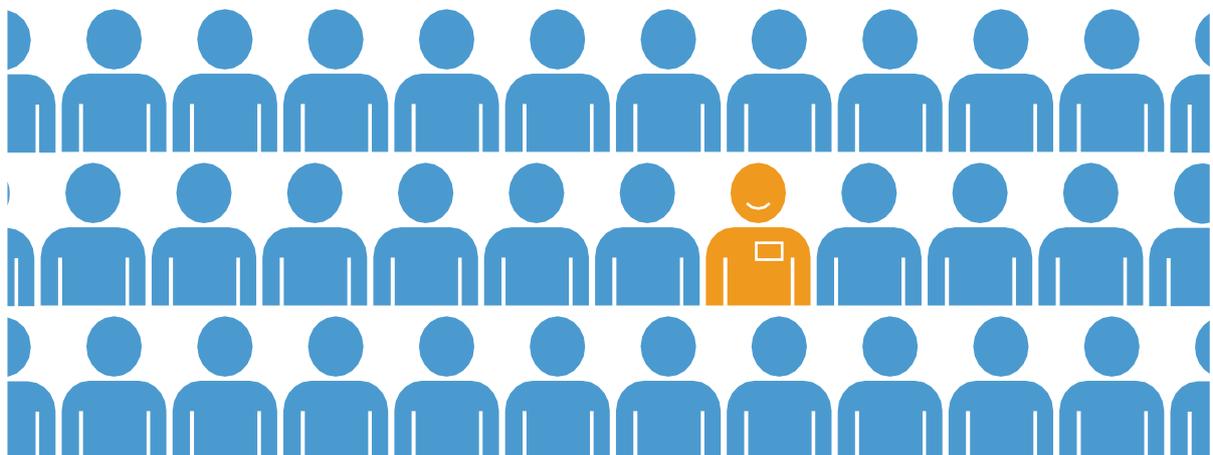


Expression of Interest Candidate Information Pack

Place Network Leads for Norfolk
and Waveney VCSE Health and
Social Care Assembly

Invitation to Apply



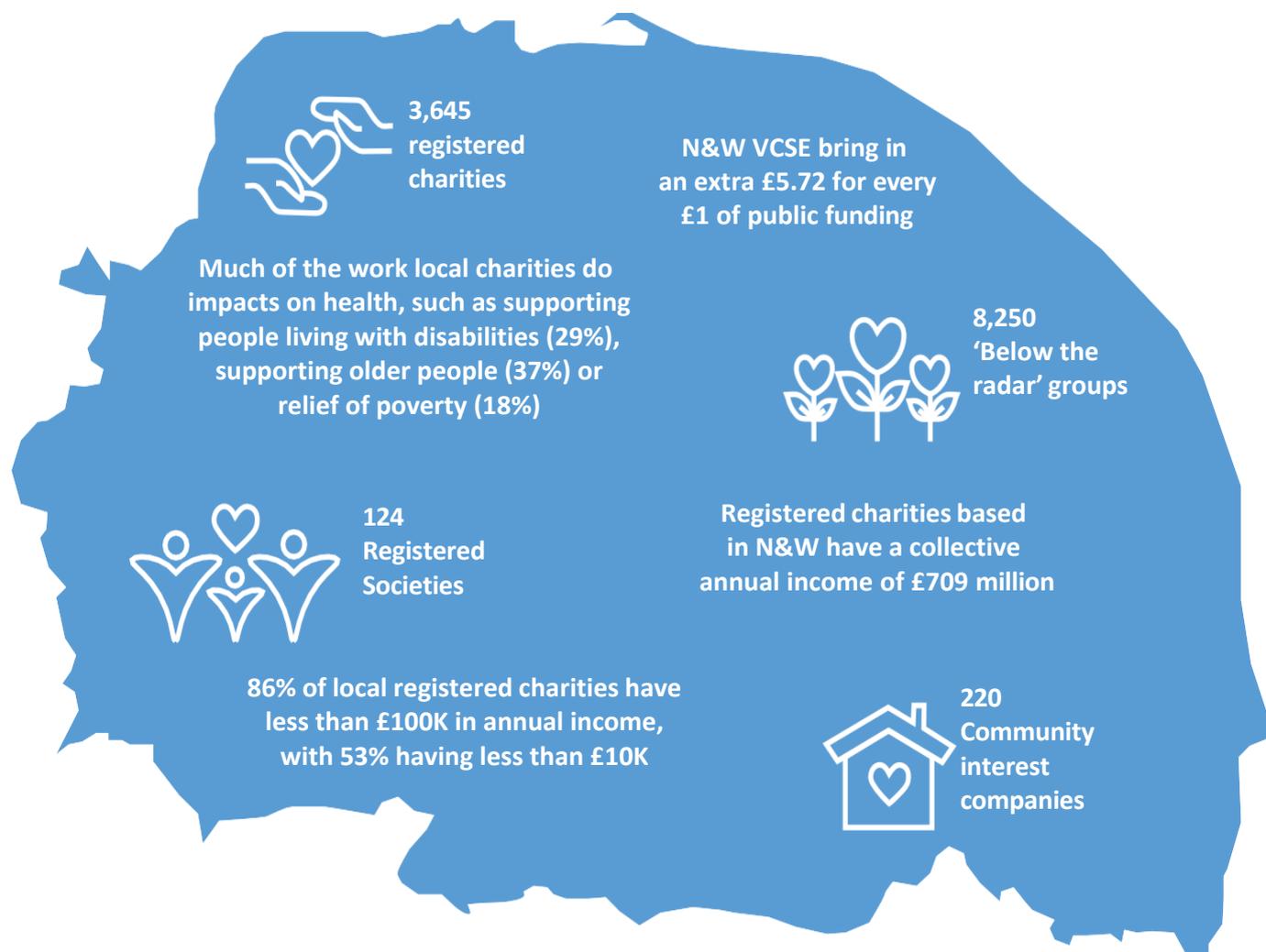
Contents

Context	3
About the Norfolk and Waveney VCSE Assembly	4
Job Description	6
Person Specification	8
Application Process	10
Appointment Details	11
Eligibility Criteria	12

Context

In January 2019, the NHS Long Term Plan was published, setting out clearly the ambitions for the next 10 years. A key priority in the NHS Long Term Plan is to join-up health and care services. To underpin this ambition a national commitment has been made that by April 2021 all areas of the country will be operating within Integrated Care Systems (ICS). An ICS is a new way of working set out in the NHS Long Term Plan, aimed at bringing NHS organisations together with partners in local government and the VCSE sector to provide more joined-up care for people. The VCSE sector are acknowledged as an essential partner in delivering the ambitions of the Long-Term Plan, being able to help to prioritise prevention as we support people to improve their health and wellbeing and tackle inequalities.

Since 2019, VCSE organisations across Norfolk and Waveney have been working in collaboration with health and social care partners to better understand how to work more closely together and improve health outcomes for our local population. Collectively partners have decided to develop a VCSE Assembly, to provide a more meaningful, effective, and equitable partnership and to strengthen the relationships between the broad range of voluntary, community and social enterprise groups and organisations operating across Norfolk and Waveney, with local health and social care commissioners and providers.



Norfolk and Waveney VCSE Assembly

There is an implicit prerequisite for Norfolk and Waveney VCSE partners to be fully embedded within ICS arrangements, to ensure achievement of the four overarching ICS aims.

Each ICS aim clearly benefits from the VCSE sector's experience and knowledge; from their ability to reach communities within our places and neighbourhoods; through the unique data and insight they hold; via the services offered; and the ability of the VCSE sector to mobilise cost-effective solutions to addressing health and wellbeing priorities.

The four aims are:

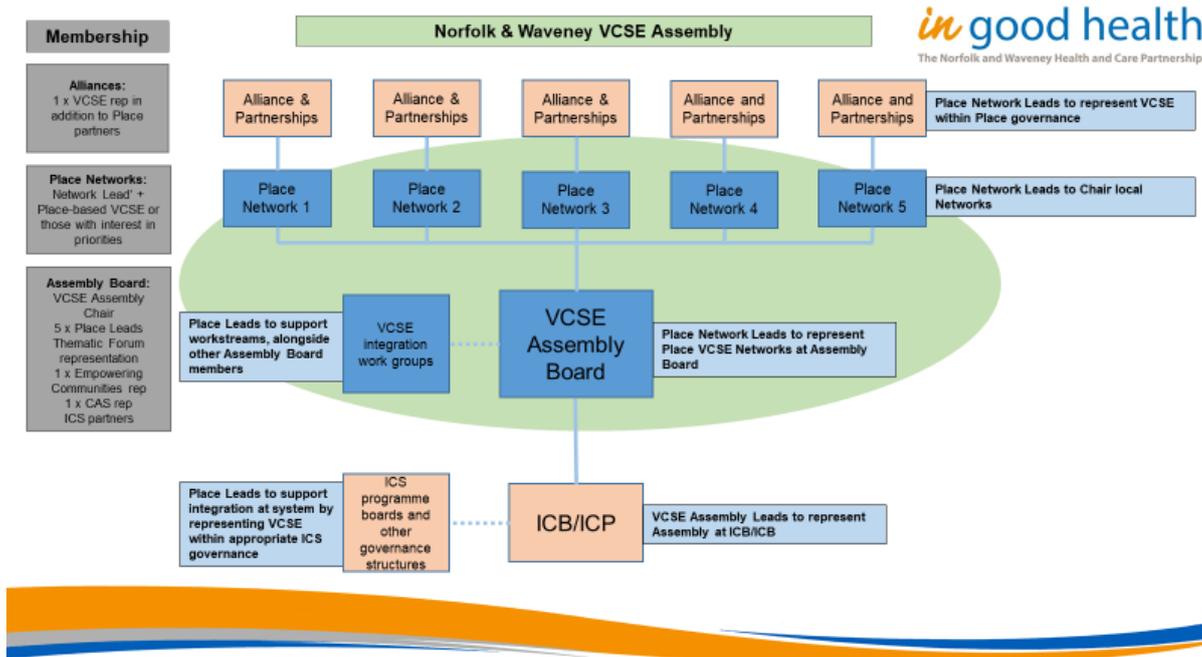
1. improve outcomes in population health and healthcare
2. tackle inequalities in outcomes, experience, and access
3. enhance productivity and value for money
4. help the NHS support broader social and economic development

In 2021, the N&W VCSE Assembly was formally established, with the following overarching functions:

- To provide a VCSE engagement forum across N&W, with a focus on health inequalities and prevention, with connection at neighbourhood, place, and system levels.
- To provide a mechanism to support collaborative design of services and the capability to respond to emerging needs.
- To increase influence and participation of VCSE organisations and groups in the design and delivery of health and care services within the ICS.

The Assembly Chair was appointed in May 21 and is working with partners to progress the model and engagement mechanisms. The Assembly has continued to create opportunities for engagement of all VCSE colleagues to codesign and coproduce our model for the Assembly, recognising and including existing thematic VCSE forums, such as Children and Young People, Older People and Mental Health. With support of the VCSE Assembly Steering group, five VCSE Place Networks aligned to our Place Boards and Place Health and Wellbeing Partnerships are now being established.

Assembly Construct Model:

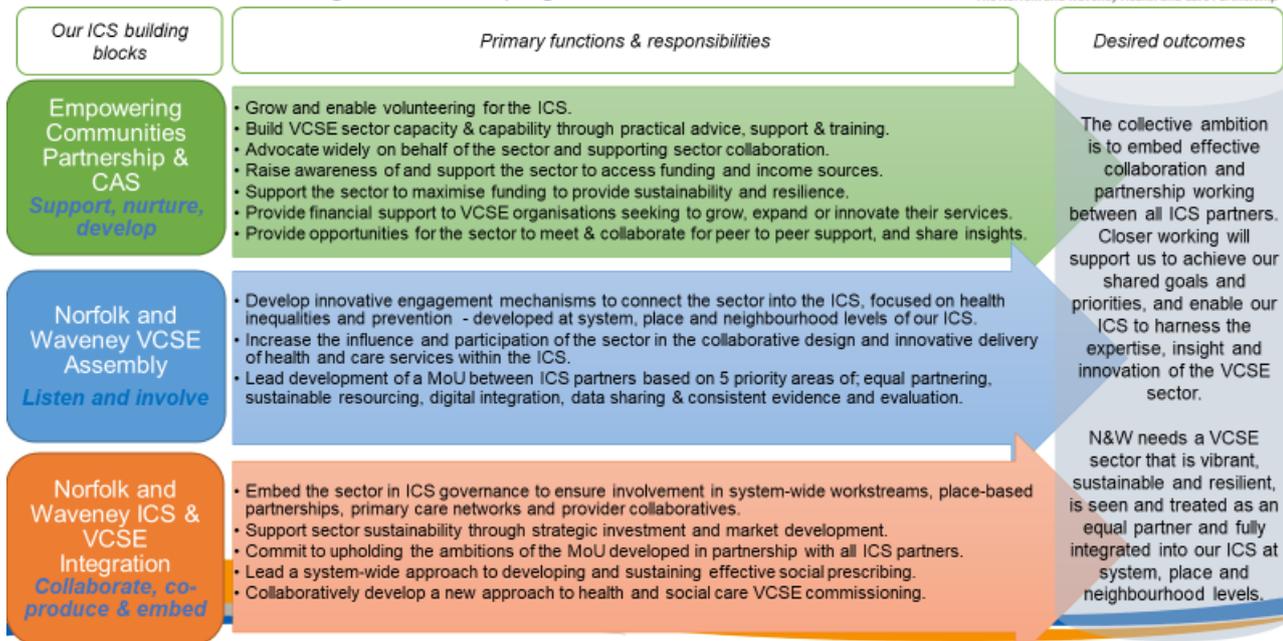


By July 2022, ICBs are expected to have developed a formal agreement for engaging and embedding the VCSE sector in system-level governance and decision-making arrangements, ideally by working through a VCSE alliance to reflect the diversity of the sector.

The ambition of the N&W VCSE Assembly model, to ensure connectivity of the VCSE Place Networks into the emerging N&W place-based arrangements, creates 5 VCSE Place Network leads. These are funded roles, and it is hoped post holders will be in place by end of June. Expressions of Interest are being sought from individuals who are well placed to represent VCSE voice in our place-based arrangements.

This slide shows how our VCSE work will assist in building effective partnerships across the overarching Integrated Care System

N&W ICS will build effective partnerships with the VCSE sector.
This will be achieved through 3 core ICS programmes, described below:-



Role Description

Role title	Place Network Lead
Place Networks	Great Yarmouth and Waveney VCSE Place Board Network Norwich VCSE Place Board Network West Norfolk VCSE Place Board Network North Norfolk VCSE Place Board Network South Norfolk VCSE Place Board Network
Responsible to	VCSE Assembly Chair
Supported by	ICS Administration structures
Time commitment	Estimated average 3 days per month, to be reviewed After first 6 months.
Financial Support	£150 per day or part thereof, to be paid to the employing organisation

Role summary

To work with the VCSE Assembly Chair to plan year one of transformative, values driven workstreams, actively participating in Place Networks.

To play an active role in supporting the following key outcomes for Year One:

- Inclusive and representative VCSE connection at a place level for the ICS, e.g., for the VCSE assembly and system VCSE led activity, and act as a conduit into Place governance and decision making. Connecting and encouraging equality of access.
- Co-production - Support ways to identify gaps in local service provision and enable wider community partners to come together to make decision around the design and delivery of community-based services solutions.
- Championing local priorities – Have an explicit focus on local health priorities and the impact of the wider determinants of health. Actively coalesce partners around a shared agenda and link into the Place Board and Partnerships transformation work programmes.
- Sharing of data and insight –to increase awareness amongst place partners of the community needs and potential gaps in services.
- To support the sustainability and effectiveness of the Assembly, by collaborating and facilitating agreed work programmes to develop and strengthen the Assembly in the next phase of its development.

To support the development of the VCSE Assembly 'team', recognising our diversity and commitment to team working.

Person Specification

Essential attributes and core competencies of Place Network Leads

- To be a visible leader with the drive and experience to bring positive change to communities facing the greatest health inequalities. This will require excellent knowledge and understanding of the 'Place' you are expressing an interest in representing and an understanding of/experience within the health and social care delivery space.
- To embody independence, neutrality, and integrity with a commitment to represent the diversity VCSE views with complete impartiality.
- A track record in engaging, influencing and securing shared ownership to enable a collaborative vision to be realised.
- To be an ambassador and effective spokesperson for the Place Networks, you will have excellent communication skills, able to lead in meaningful discussion with an ability to articulate views informed by accurate knowledge and commitment to engagement.
- Adept in chairing meetings, provides focus, manages contributions, facilitates rather than dominates.
- Skilled at bringing people together to generate a collaborative vision.
- Strong communication, listening and presentation skills; adept at public speaking and engaging a range of audiences.
- Skilled at negotiation and influencing, able to manage a range of stakeholder relationships with confidence and impact.
- Emotionally intelligent; is self-aware and adept in reading relationships and behaviours.
- Well-developed people skills, can support, challenge, develop and inspire others.
- Is recognised as a person of integrity, credibility, and honesty in their conduct and able to demonstrate the level of impartiality required.
- Is open to learning, for self and others.
- Respect's confidences, able to manage sensitive situations, generates confidence in their leadership.
- Can devote the necessary effort and input to the role.

Application and appointment process

The Leads will be appointed through a two-step approach, consisting of an initial Expression of Interest for each Place with shortlisting to be undertaken by the current Assembly Steering Group and representatives of the Place Lead Task and Finish Groups, and an interview Panel comprising representatives from the wider VCSE and Norfolk Health and Care Partnership.

The two-step approach will be led by the VCSE, supported by our ICS colleagues. Feedback will be captured independently from each member through an automated shared tool to ensure objectivity of views.

A robust and transparent approach will also form part of the appointment procedure to ensure effective management of potential Conflicts of Interest.

Expressions of Interest will be invited from Monday 25th April until Friday 20th May. Dates for the virtual interview panel will be Monday 30th May. The expectation is that Leads will be in place ready for the official ICS start date of 1st July 2022.

Please submit your expression of interest by our closing date of Friday 20 May 2022, by providing the following information on email to chair@vcseassemblynandw.org.uk

- A comprehensive CV - no more than three sides, to reflect your key competencies and experiences in response to the role description.
- A supporting statement that sets out why you are interested in the role of Place Network Lead, identifying which 'place' you would like to express an interest in, (no more than two sides of A4).
- A completed Conflicts of Interest form
- With your submission, please include the names and addresses of two proposers i.e., local individuals who support your application to be a Place Network Lead. Proposers will not be approached until the final stages and not without prior permission from candidates.

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 Leads will be expected to commit on average in the region of 3 days per month for an initial 6-month period. After this time the Assembly Steering Group will review workloads, capacities and future expectations.

Term

The initial Networks have been funded for a term of 12 months. After the initial term there may be scope to agree a further term depending on resources, funding, ICS developments and personal capacity.

Eligibility Criteria

To be eligible to stand as a candidate you:

- Must have experience of working in or with the VCSE in Norfolk and Waveney, whether in a paid or voluntary position
- Must demonstrate how you will assist the Assembly in delivering the outcomes identified as described in the essential knowledge, experience, and competencies on page 4, as well as the individual competencies referred to in the person spec

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

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 arises during Assembly business and the need to declare any relevant business interests, positions of authority or other connections with commercial, public, or voluntary bodies.