



Candidate Information Pack

For position of GP Collaborative Board Chair

In this candidate information pack, you will find further information on our search for a GP Collaborative Board Chair, together with details on the application process.



<https://onecare.org.uk/>

Table of Contents

About the GPCB 3

- Overview
- Decision making
- Representation

Chair role overview 6

- Job description and person specification
- Reporting structure
 - o Executive leadership team
 - o One Care organisation structure
 - o Map of practices in Bristol, North Somerset and South Gloucestershire

Application and recruitment process13

- Application requirements
- Selection and interview process
- Interview dates

About the GPCB

Overview

The GP Collaborative Board (GPCB) is the representative voice of general practice in planning and decision-making within the BNSSG Healthier Together health and care system.

We are here to make sure general practice is heard. We ensure the perspective of general practice is considered and central to any discussions. We also ensure that any decisions made and actions taken in the region improve working life for our doctors and practice staff and enhance patient care.

We:

- represent general practice at integrated care partnership (ICP), integrated care system (ICS), and integrated care board (ICB) level
- ensure general practice expertise is included in the development of new system programmes
- ratify new patient pathways and strategies to advance patient care
- ensure accurate and timely information flows to and from general practice
- create and fund new innovative programmes of work and projects

Decision making

All decisions made by the GPCB are to improve general practice and patient care. The GPCB meets monthly to consider and ratify proposals, developments and ideas. The GPCB has a Chair and medical director (both clinicians) and is made up of:

- clinical and non-clinical voting representatives from 19 PCNs in BNSSG
- voting representatives from BrisDoc (the out-of-hours general practice and urgent care provider)
- non-voting representatives from the six localities, One Care, and Avon LMC

Representation

We continually look for new ways to advocate for GPs, and ensure general practice is represented at system-wide meetings. We work closely with partners including the ICB, the acute trusts, other healthcare providers, and the voluntary and community sectors.

Clinical leadership

The GPCB clinical leads are central to communications between general practice and system partners. They sit on workstream-related committees with stakeholders and community partners, advocate on behalf of general practice, help solve issues, and relay vital information back to general practice.

We have employed clinical leads for:

- children and young people
- urgent care
- aging well
- planned care
- long term conditions management
- mental health
- prescribing
- roving/cross workstream

Strategy

General practice in BNSSG developed a five-year strategy, which identified the following four priorities:

1. Workforce
2. Workload
3. Estates
4. Representation

Please click this link to read [the BNSSG general practice five-year strategy \(2023-28\)](#).

Our strategic partnerships

Please use these links to learn more about:

[North Bristol NHS Trust](#)

[University Hospitals Bristol and Weston NHS Foundation Trust](#)

[Avon and Wiltshire Mental Health Partnership NHS Trust](#)

[Sirona Care & Health CIC](#)

[BNSSG Integrated Care Board](#)

We are also increasingly working with our three local authorities (Bristol, North Somerset and South Gloucestershire), building on relationships formed through the Covid-19 response.

Job description

Role title: GP Collaborative Board Chair

Reporting to: Chief Executive Officer

This position requires independence and is not available to anyone who is also a GPCB member or holds the same or similar position for another organisation within Bristol, North Somerset and South Gloucestershire (BNSSG), unless they resign this position.

Applicants must be from practices which subscribe to One Care.

Salary: Competitive

Term of office: 36 months

Time Commitment Monthly GPCB meeting, five hours (Wednesday AM)
Up to four hours a week representation at key system meetings (often on a Thursday)
Additional flexibility is required due to the nature of the post

Pension details: Generous pension scheme

Location: Regular office attendance at Osprey Court, Whitchurch, Bristol, BS14 0BB

Background

The GP Collaborative Board (GPCB) was established in 2020 to be the representative voice of general practice in planning and decision making in the wider health and social care system in BNSSG. It:

- Represents general practice at integrated care partnership (ICP), integrated care system (ICS), and integrated care board (ICB) level
- Ensures general practice expertise is included in the development of new system programmes
- Ratifies new patient pathways and strategies to advance patient care
- Ensures accurate and timely information flows to and from general practice
- Creates and funds new innovative programmes of work and projects

The board brings together all general practice leaders, including the LMC and our out of hours provider (BrisDoc) to provide the 24/7 general practice perspective in discussions with other system partners.

Job Purpose

The Chair will lead and develop the GPCB to ensure it continues to be the collective and representative voice of provider general practice within the BNSSG Healthier Together health and care system. The Chair runs the monthly GPCB meetings and, alongside the CEO of One Care (the GP Federation), represents and advocates for the GPCB in the ICS. The chair will also be invited to become a non-voting member of the One Care Board.

One Care, the GP federation that supports BNSSG practices, provides the infrastructure for GPCB business, programmes and projects. The GPCB Chair will work closely with the One Care executive and support teams, and the One Care Chair to coordinate the successful functioning of the GPCB.

The person appointed will be instrumental in:

- Bringing BNSSG general practice together to enable it to have a strong vision and voice in the development of strategic health and care plans
- Providing inclusive leadership that reaches out to and engages all partners, with a particular focus on building relationships within general practice and ICS leaders
- Working with general practice to develop the strategy and direction of the GPCB, and communicating about this clearly and effectively
- Ensuring the GPCB is appropriately seen and heard at key system meetings.
- Representing the views of its members and cascading key messages from system meetings with GPCB members
- Influencing partner organisations to engage with the GPCB and recognise the opportunities the GPCB offers the wider system
- Chairing the monthly GPCB meetings effectively, ensuring a high quality of debate, robust decision making and clear oversight
- Contributing to the prioritisation of the agenda and supporting governance processes

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The responsibilities and nature of the role will be reviewed annually

Job Profile

Main duties and responsibilities

The Chair will:

Leadership

- Take the leadership role at the monthly board meetings to drive forward the work and development of the GPCB ensuring meetings are well planned and managed effectively
- Work closely with the One Care support teams of the GPCB
- Ensure GPCB engagement within the wider health and care systems
- Bring independent, respectful challenge
- Engage with other GP forums and networks to share and learn from others, including from outside BNSSG
- Champion and promote leadership development within general practice across BNSSG

Engagement with stakeholders

- Build strong and respectful relationships across all partner organisations with the ICS
- Act as a spokesperson for general practice, representing the voice of GPCB in external communications

This role is subject to a Fit and Proper Persons Check as set out by the government in 2014 via Regulation 5 of the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 (the 'Regulations'). More information on what this check involves can be found [here](#).

Person specification

Qualifications and experience

Essential criteria

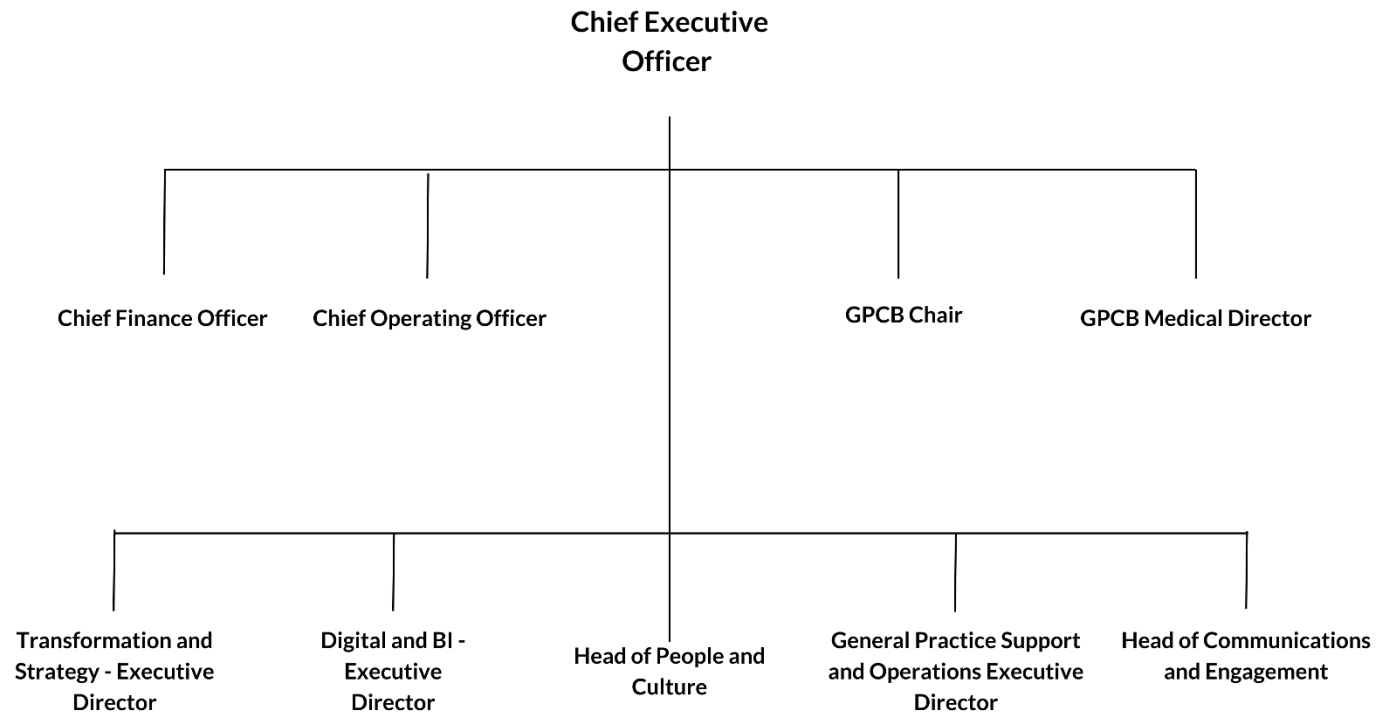
- A partner with extensive experience within a general practice setting and currently working in a BNSSG practice which subscribes to One Care
- Experience of representing an organisation at system-level meetings

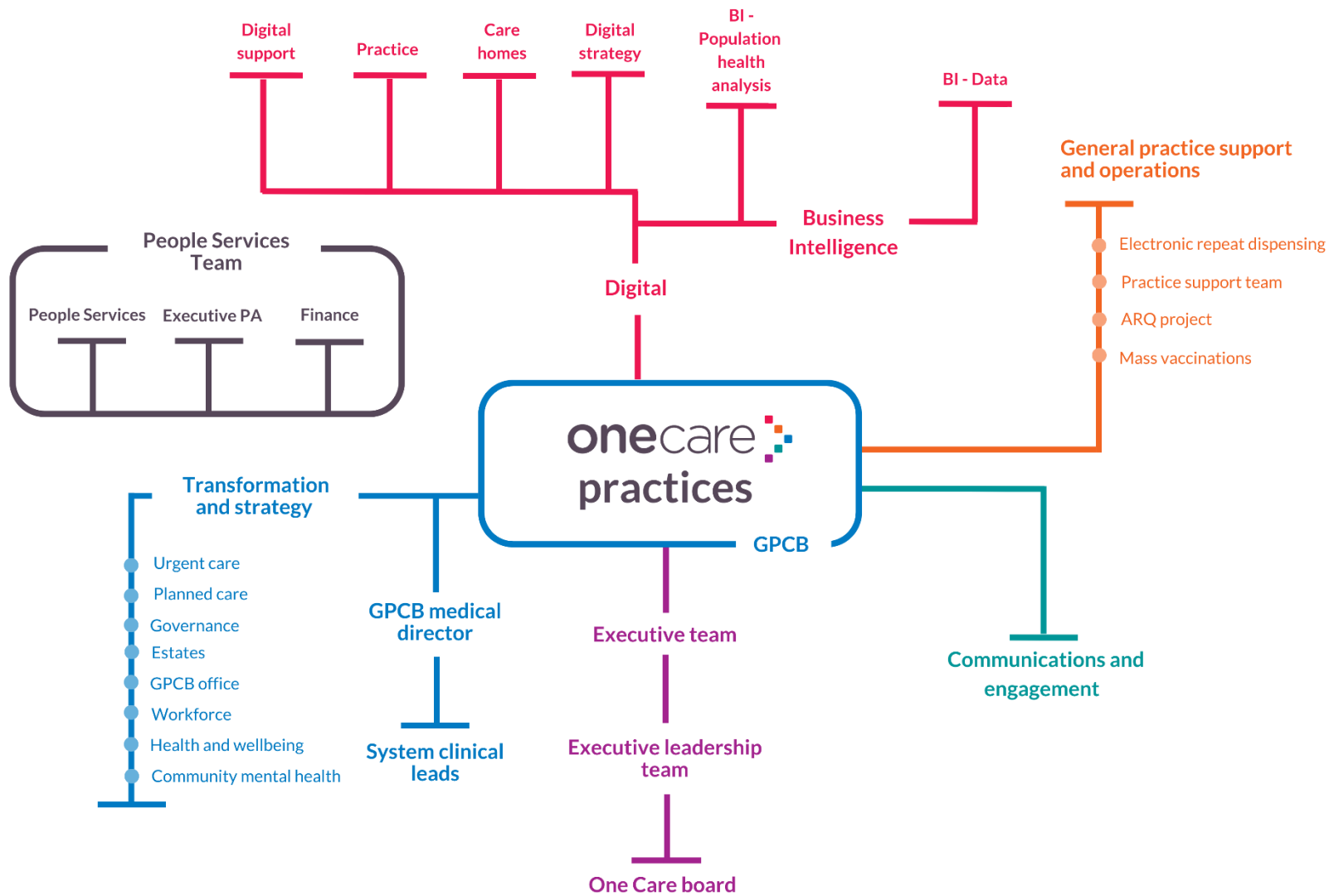
Personal qualities, skills and attributes

Essential criteria

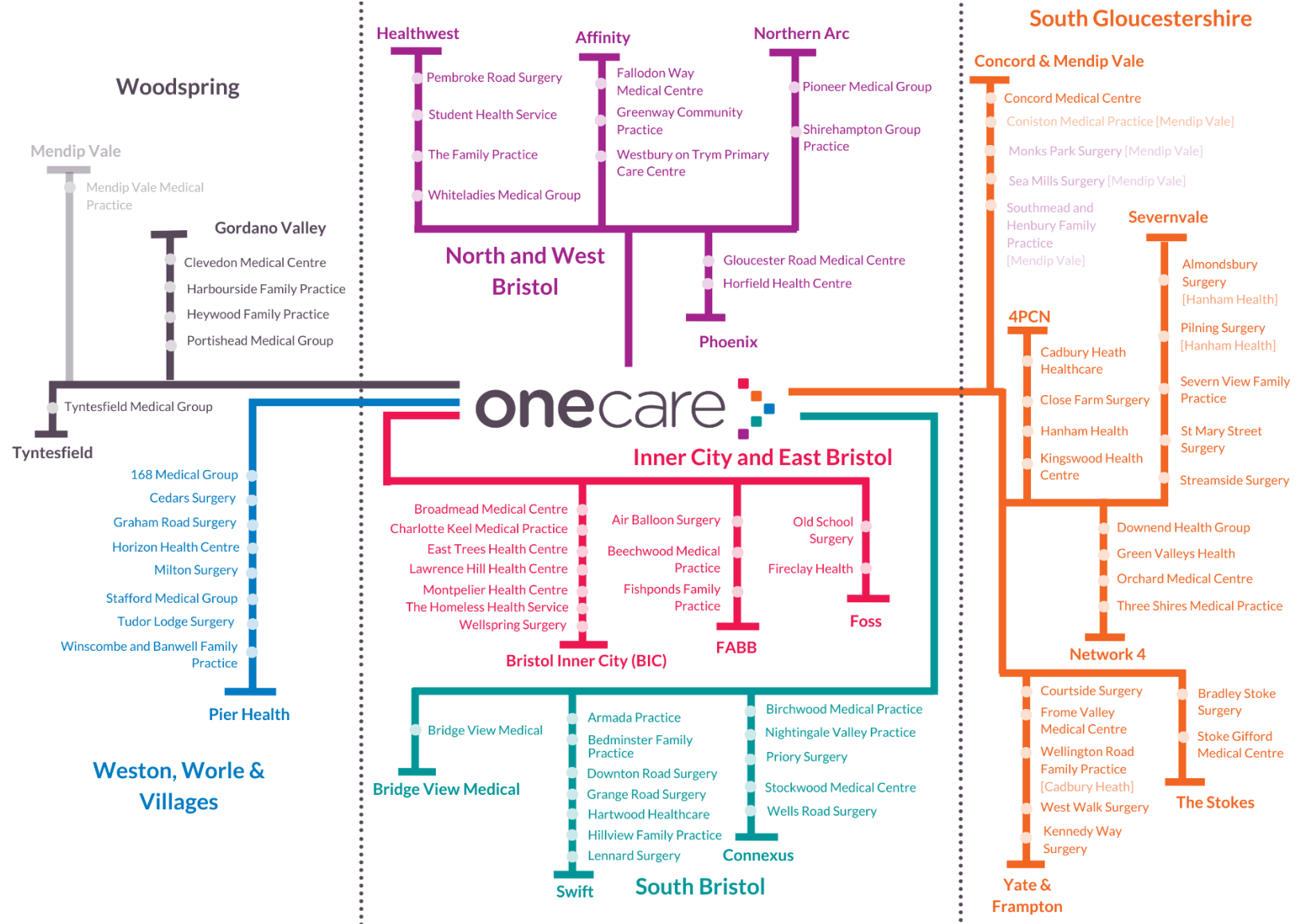
- Ability to act autonomously to achieve the requirements of the post
- Values working collaboratively with a wide team to achieve results
- Willingness to represent the views and values of general practice
- Exceptional communication and stakeholder management skills
- Ability to interpret the health and care environment and translate for the GPCB
- Demonstrable negotiation and influencing skills
- Commitment to developing respectful and positive relationships with other system leaders
- Willing to make tough decisions under conditions of uncertainty
- Able to bring divergent views together to reach consensus
- Excellent skills in chairing meetings, ensuring all points of view are heard and considered
- Committed to an integrated care agenda where care is delivered closer to home
- Attentive to individual perspectives yet able to make a decision to benefit the majority
- Credible orator
- Ability to use a range of leadership styles appropriate to each situation
- Positivity, enthusiasm and energy

Executive Leadership Team - Reporting Structure





Map of practices in Bristol, North Somerset and South Gloucestershire



Application and recruitment process

Application requirements

If you are interested in applying for the position, please submit by email your CV or biography together with an expression of interest (EoI), explaining your motivations for applying for the role and any relevant information supporting your application.

Completed applications with CVs and EoI should be sent by email to recruitment@onecare.org.uk

Closing Date: Midnight, 1 November 2024

Selection and interviewing process

There is an expectation the successful candidate will also take up the ICB seat representing general practice. This process has been designed so it also meets the ICB's requirements. More information on the ICB seat selection process can be found [here](#).

Candidates will initially be invited to present on a chosen topic at a webinar on 8 October 2024, between 12.30pm and 2.00pm with representatives from all partnerships within BNSSG invited. General practices will be asked to vote on suitability of the candidates. Those candidates with 10 nominations or more will move forward to the interview stages below.

Interview dates

Shortlisted candidates to be invited to:

- Stage one online stakeholder interviews will take place on 14 and 17 October 2024.

This will be followed by:

- Stage two in-person interviews will take place on 6 November 2024

Final decision

Candidates will be contacted with the outcome of their application. If desired, interview feedback will be provided for unsuccessful candidates.

GPCB meetings

Meetings are held monthly (usually on a Wednesday morning 9.00am – 12.30pm). Meetings are held online (Teams).