

Atlas BFW Management Ltd



**Appointment of
2 x Non-Executive Directors
(Inc. Chair of the Board)**

Candidate Information Pack

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For more information visit:-

www.atlasopportunities.co.uk

Introduction.

Dear Candidate

Thank you for your interest in becoming a Board Member for Atlas BFW Management Ltd.

Since 2017 our company has embarked on a wholesale transformation programme as a wholly owned commercial subsidiary of Blackpool Teaching Hospitals NHS Foundation Trust.

As experts in healthcare facilities and property management, we deliver fully-managed healthcare facilities services and property management solutions to clients throughout Blackpool, Fylde, Wyre and North Lancashire.

We pride ourselves in making our clients' properties and facilities provide the best possible environment for their patients, service users, customers, staff and visitors.

We operate an alternative delivery model and our profits are used to help grow the business, provide additional employment, training and development for local people, whilst helping to support our clients' frontline clinical services and support the delivery of patient care.

We have over 160 locally-based staff, delivering our service across our clients' acute and community footprints.

We are proud of our NHS roots, but also excited to embrace the challenges and opportunities afforded to us as an independent company, both in improving services to our main customers, and to develop services and products to a wider client base across the region.

Following a Board restructure we are now seeking two Non-Executive Directors, one of whom will become our Chair, who can help guide us in delivering our strategic objectives. I hope you will find the information enclosed in this microsite interesting and look forward to your application.

Yours

Pearce Butler

(Interim Chair)

About us

Where We Come From

We were formed in March 2017 and are a wholly owned subsidiary of Blackpool Teaching Hospitals NHS Foundation Trust, operating an alternative delivery model. This means that we are a separate company to the Trust. We have our own Board, management structure and staff.

Our Mission is to keep our clients' facilities running.

Our Vision is to ensure that the Blackpool, Fylde, Wyre and North Lancashire healthcare economy is provided with the very best, cost effective and efficient healthcare equipment, facilities and properties.

Our Values – C.A.R.E.

Our values are what we believe are most important in the way we live and work. They determine our priorities and support our vision - helping shape our culture and support our clients, their patients and our healthcare community. Our values were created by and for our staff, whose engagement and belief in what we do is central to achieving our mission and aspiring to making our vision a reality.

Client Focused – We believe in putting our clients' needs at the heart of everything we do and providing superior quality services that we can be proud of.

Accountable – We take ownership of our work and are responsible and accountable for delivering on our commitments to our clients and to each other.

Respect – We act in a professional and courteous manner at all times, working together to share knowledge and empower each other to become part of a great team.

Enthusiasm – We have a positive “can-do” attitude, which inspires others to do the same and helps us strive to make our vision a reality.

Our Strategic Objectives

- Service Delivery:** Constantly deliver safe, high-quality and effective estates, facilities and medical equipment services.
- Partnerships:** Develop meaningful and strong partnerships to create, promote and deliver value for money, integrated services, which protect and improve the health of our local communities.
- Customer Focused:** Assist our healthcare partners to deliver both the 'Healthier Fylde Coast' 'Integrated Care partnership' (ICP) and the wider 'Integrated Care System' (ICS) strategies, by maximising the use of the estate and associated facilities; thereby enabling the delivery of safe, high-quality, patient-focused services.
- People:** Encourage positive leadership at all levels and develop, empower and support our staff to play a part in their own, as well as the Company's development.
- Finance & Regulation:** Ensure that we deliver value for money services, whilst striving to achieve sustained business growth, and satisfy our regulators by constantly delivering all agreed targets.

Our Services

Operations Management



Blackpool Teaching Hospitals NHS Foundation Trust provides the population of the Fylde coast and the millions of holidaymakers that visit each year, with a comprehensive range of acute and community hospital services.

Our operations management service is essential to keep the hospital functioning.

With over 36,000 reactive and planned preventative maintenance (PPM) tasks within our remit per annum, our teams work around the clock every day of the year to ensure the buildings within our clients' footprint are safe, secure and welcoming for everybody.

Our clients, including Blackpool Teaching Hospitals NHS Foundation Trust, rely on our expertise and service delivery, not only within their acute properties, but throughout their community buildings across Blackpool, Fylde, Wyre and North Lancashire – including Lancaster and Morecambe.

Facilities Management



Integrating people, place, process and technology – Facilities Management is a profession that encompasses multiple disciplines to ensure functionality, comfort, safety and efficiency of the built environment. A key enabler to the functions that need to happen throughout the journeys of all those who use buildings, Facilities Management is vital to the operability of a facility.

The services under our Facilities Management umbrella, operated at our clients' sites spanning Blackpool, Fylde, Wyre and North Lancashire are:

- Community Building Management
- Community Health Centre Cleaning
- Community Hospital Services
- Support Services
- Transport

Capital Developments



The Capital Developments team create efficient, sustainable, modern healthcare and working environments for our major client, Blackpool Teaching Hospitals NHS Foundation Trust.

Through the planning and delivery of minor and major construction projects, we cover the development of new and the refurbishment of existing buildings.

Enhancing the experience for patients, service users, staff and visitors – we futureproof the Trust's estate for years to come.

Our client-centric approach to future proofing the Trust's estate is achieved through meticulous project planning, which involves working seamlessly with our client, stakeholders and business units, specifically our Operations Management and Facilities Management teams.

Property Services

Managing more than 150,000 m² of acute and over 30,000m² of community building space for our client, Blackpool Teaching Hospitals NHS Foundation Trust, our Property Services team controls occupancy issues for healthcare buildings.

Directed by our client, our work includes: lease negotiation, property and land acquisitions, through to disposals.

Medical Engineering



We have a long tradition of providing high-quality medical equipment services that are crucial to the day to day running of a healthcare facility. Bringing together fully-managed medical maintenance contracts, a medical equipment library and a highly-skilled team of medical engineers, our Medical Engineering Department provides a comprehensive, cost-effective, around the clock service to our clients in the NHS and private health care providers – throughout Blackpool, Fylde, Wyre and North Lancashire.

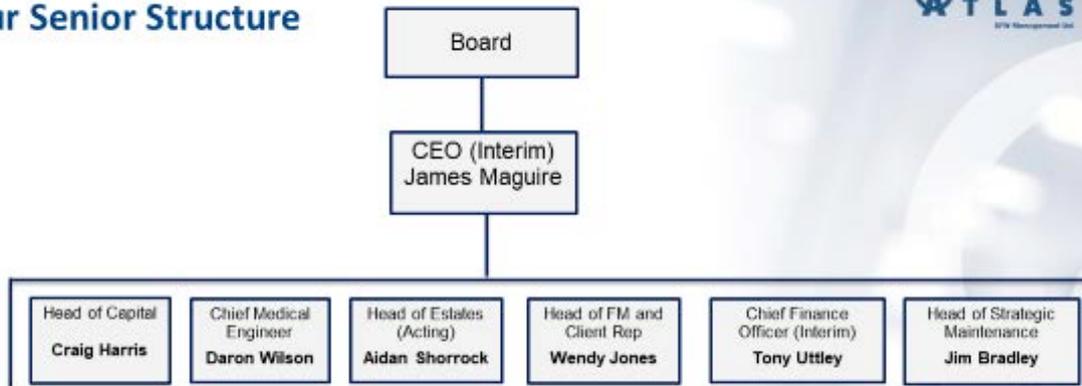
Our brilliant, problem solving team, diagnose, repair and maintain more than 14,000 individual pieces of medical equipment each year.

This ranges from blood pressure monitors and sphygmomanometers, to highly specialised and intricate equipment – such as anaesthetic machines and defibrillators, across 350 clinical locations.

Commercial and Procurement

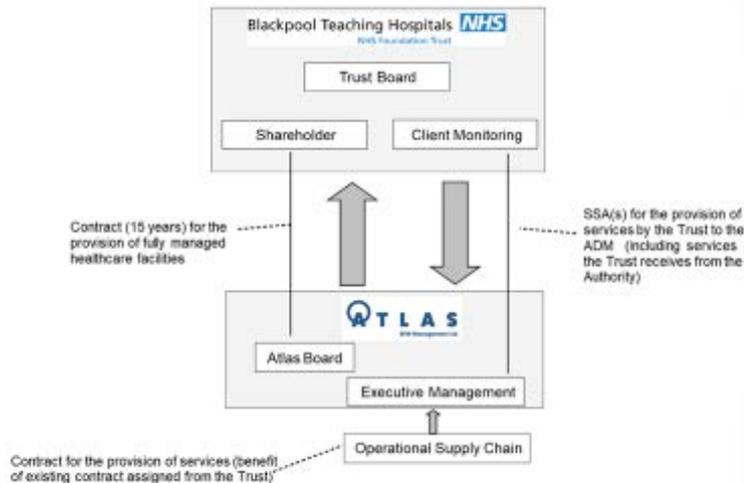
Our procurement and commercial service connects you to experienced procurement staff, working with national and local stakeholders. Ensuring our clients receive outstanding levels of service, by getting access to the best products and services at the most competitive prices, which deliver value for money – leaving our clients time to focus on delivering clinical and clerical duties.

Our Senior Structure



Our values: **C**lient Focused **A**ccountable **R**espect **E**nthusiasm

Our Governance



Our values: **C**lient Focused **A**ccountable **R**espect **E**nthusiasm

The Opportunities

Job Title:	Non-Executive Director x2 (Inc. Chair)
Remuneration:	£10,000 Ned, Chair additional £5,000
Duration of role:	3 years
Time commitment:	Minimum of 1 ½ days per month

Atlas BFW Management Ltd is a wholly owned subsidiary of Blackpool Teaching Hospitals NHS Foundation Trust. As a separate entity the company has its own Board of Directors and Articles of Association.

Blackpool Teaching Hospitals NHS Foundation Trust and Atlas BFW Management Ltd have been working together over the past three years and seeing the business expand and diversify its customer base. With so many opportunities Atlas BFW Management Ltd is moving forward at pace and looking for two new non-executive directors to join, where one will also carry the mantle of the Chair.

NON-EXECUTIVE DIRECTOR

Main Responsibilities

- Constructively challenge and contribute to the development of the company.
- Scrutinise the performance of management in meeting agreed goals and objectives and monitor the reporting of the performance.
- The post holder will satisfy themselves that financial information is accurate and that financial controls and systems of risk management are robust and defensible.

Other Responsibilities

Strategic

- Analyse and contribute positively to the strategic direction of Atlas BFW Management Ltd.
- Contribute to constructive debate regarding the issues facing Atlas BFW Management Ltd.
- To ensure the best use of financial and other resources in order to maximise effective delivery of service.
- Ensure the company sets challenging objectives for improving performance.

Accountability

- Hold the management team to account for the effective management and delivery of the company's strategic aims and objectives.

- Participate fully in the work of the Atlas Board, ensuring corporate responsibility of the Atlas Board of Directors.
- Ensure that strategies, policies and actions approved by the Atlas Board are implemented effectively by the senior management team.

Governance

- Provide analysis and constructive challenge to information on organisational and operational performance.
- Ensure that there is a comprehensive framework of governance and that risks are effectively managed.

Person Specification - NON-EXECUTIVE DIRECTOR

Background and Experience

- Board or Senior Executive Level achievements.
- Commercial experience in the construction and property sector. (Commercial/Property/FMNED)
- Experience in the financial sector. (Finance NED)
- Hold a recognised accountancy qualification. (Finance NED)
- Evidence of providing effective strategic direction supported by knowledge of corporate governance.
- Appreciation and understanding of the challenges facing the NHS.
- Evidence of developing excellent working relationships with a wide range of stakeholders.
- Experience of leading or managing significant change.

Skills and Personal Attributes

- Excellent interpersonal and communication skills.
- Sufficient time and commitment to fulfil the role.
- Effective team member.
- Good understanding of the legal duties, liabilities and responsibilities of the role.
- Ability to understand complex strategic issues, analyse and resolve difficult problems.
- Commitment to adherence to the Nolan Principles of public life.

Additional Responsibilities - CHAIR

Main responsibilities

- Leading the committee and the organisation to enable it to fulfil its purpose.
- Ensure the management committee functions properly
- To plan and run meetings in accordance with strategic vision and objectives.
- To ensure matters are dealt with in an orderly, efficient manner.
- To bring impartiality and objectivity to meetings and decision-making.
- To facilitate change and address any conflict within the Board.
- To ensure an effective relationship between:
 - the Board and the staff/volunteers
 - the Board and the external stakeholders/community
- Acting as a spokesperson and figurehead as appropriate.

Other responsibilities

- Plan and prepare the Board meetings and the AGM with others as appropriate.
- Chair Board meetings ensuring:
 - A balance is struck between timekeeping and space for discussions.
 - Business is dealt with and decisions made.
- Represent the organisation
 - To communicate effectively the vision and purpose of the company.
 - To advocate for and represent the company at external meetings and events.
 - To be aware of current issues that might affect the company.
 - To provide visible leadership and professional advice on matters pertaining to the role and the company.

PERSON SPECIFICATION - ESSENTIAL CRITERIA (CHAIR)

Background and Experience

- Good leadership skills (demonstrating current senior leadership experience at a Director level or equivalent).
- Excellent communication and interpersonal skills.
- Demonstrates impartiality, fairness, inclusiveness and ability to respect confidences.
- Ability to ensure decisions are taken and followed-up.
- Tact and diplomacy.
- Understanding of the roles/responsibilities of a Board and the relationship with a stakeholder panel.
- Facilitate safe environment for discussion of sensitive and complex matters.

Recruitment Timetable

Closing Date for Applications: Sunday November 29th, 2020.

Following a shortlisting meeting with the selection panel on week commencing November 30th, 2020, successful candidates will be invited to attend a virtual interview on December 14th, 2020.

For more information please contact:-

For the finance background role – Eric Tomlinson on 07887 572970.

For the FM /Property background role – Jonathan Phillips on 07817 988490.

To Apply

Please attach a CV and cover letter in support of your application to emily@seymourjohn.com, stating which role you are interested in applying for.

Any postal applications should be sent direct to

Emily Smith
Seymour John Public Services
Ground floor Suite 1, St James's Business Centre
Wilderspool Causeway
Warrington, Cheshire
WA4 6PS