



Chief Financial Officer

Candidate information pack

February 2025

Welcome

Thank you for your interest in the role of Chief Financial Officer for the Hertfordshire and West Essex Integrated Care Board.

The opportunity to lead our highly skilled and talented finance team has arisen due to the planned retirement of the current post holder. The Chief Financial Officer is a highly influential role on the executive team of our Integrated Care Board (ICB), as well as in the wider Hertfordshire and West Essex Integrated Care System.

This is an exciting opportunity for an established and credible senior finance leader, with significant NHS experience at board level, to drive forward our short and longer-term plans of the ICB, and lead system wide work on financial recovery.

You'll work closely with finance senior leadership colleagues across the system, leading them and convening their skills and experience to support the system and each other, and ensure that plans reflect and integrate the strategies of all relevant partner organisations of the ICS, with a particular focus on developing a shared financial and resourcing strategy.

The Hertfordshire and West Essex area is an attractive place to live and work, with a growing and increasingly diverse population living mainly in large towns and villages. With beautiful countryside, excellent schools and good road and rail links, this is a great place to take on your next career challenge. Our area is home to some of the healthiest people in the country, but there are communities with high levels of deprivation and much lower levels of life expectancy too.

If you are committed to using your expertise to reduce health inequalities and to work with colleagues to create a healthier future for our residents, we would be delighted to hear from you.

For an informal conversation about the post, please contact Brendan Davies at our recruitment partners, Hunter Healthcare by email: bdavies@hunter-healthcare.com or phone: 07585 356985 or Sam Cresswell by email scresswell@hunter-healthcare.com or phone: 07562 650935.

Dr Jane Halpin

Chief Executive Officer
Hertfordshire and West Essex ICB

Where we are



About Us

Hertfordshire and West Essex Integrated Care Board (ICB) was established on 1 July 2022, as a result of the Health and Care Act 2022.

The ICB is responsible for planning and overseeing most of the health services used by the 1.6million people who live in Hertfordshire and West Essex.

We hold a budget of £3.77bn for those NHS services and we make sure that care is high quality and that people get access to the services they need.

Our role is to:

- Improve the general health and well-being of Hertfordshire and West Essex residents, and improve health and care services in the area
- Tackle the inequalities which affect people's physical and mental health, such as their ability to get the health services they need and the quality of those services
- Get the most out of local health and care services and make sure that they are good value for money
- Help the NHS to support social and economic development in Hertfordshire and West Essex.



Our Integrated Care System (ICS)

We work as part of an Integrated Care System which is a partnership of organisations in Hertfordshire and West Essex that work together to improve health.

Our partnership is made up of NHS organisations, councils and the voluntary sector. This is because we understand that good health and well-being is not just about good NHS or social care services.

Our life chances, caring responsibilities, support networks, experiences of crime, education, environment, and housing all have a huge impact too. That's why our ICS includes councils, the voluntary, community, faith and social enterprise sector, police, crime and fire commissioners, the NHS and host of other organisations.

We are all committed to working together actively to improve the health and well-being of the people who live in our area.

We work more closely with our local populations through three place-based health and care partnerships and a mental health, learning disability and autism health and care partnership.

We are close to agreeing an ambitious new operating model as a system which will help to deliver genuine and sustainable transformation for years to come.



Our Strategy and Direction

The NHS is seeking to meet the dual challenge of unprecedented demand for our services and significant financial constraints.

Hertfordshire and West Essex ICS is no different, and this means that for 2025/6, and each year that follows, we will need to focus on a clear set of priorities that will help us to meet both of those challenges.

A combination of increased demand, greater acuity, demographic changes and broader economic challenges mean that the system has a recurrent, underlying financial deficit. Unless tackled, this will prevent the system from moving to the new model of care that is required for the future and will negatively impact on our residents.

In addition, we know that changes to the demographics of our population alongside an increase in the numbers of people living with multiple health conditions will further test both the services we provide and the budget which we have to provide them in the latter parts of this decade.

Our system, which already has a higher proportion of over 85s than many others, will see a further steep increase in its older population over the next six years. This is cause for celebration, but it does mean that our services and approach will need to change to match the changing health and care needs of our residents.

Finally, we must not lose sight of the pockets of deprivation and health inequalities that exist in Hertfordshire and West Essex. Through our work, the ICB will level up people's experience and outcomes from health and care to match those in our least deprived communities.



Our Vision

Hertfordshire and West Essex ICB exists to work with others to build a future in which all our residents can live better, healthier and longer lives.

Critical to this will be ensuring that:

- Our whole system delivers high quality, fully integrated care that can be accessed easily and quickly
- No patient is treated in a hospital setting when it would have been possible for them to receive their treatment at home or in their community
- The quality of care, experience and outcomes of all Hertfordshire and West Essex residents matches the experience and outcomes of those who live in our least deprived areas, with a focus on tackling unwarranted variation across and within our HCP areas
- Our system is proactive and as focused on interventions to prevent illness and reduce the risk of hospitalisation, as we are on the management of illness
- We base our strategy and decisions on evidence and what's been proven to work, with strategy designed at a system level and implemented by each HCP in a way that is tailored to the needs of residents
- We move to a sustainable financial position as a system which enables us to shift funds away from acute care and into prevention and care in home or community settings



To achieve our vision, we will focus on five ambitions:

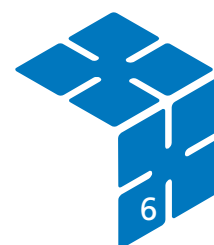
- Increasing healthy life expectancy, and reducing inequality
- Giving every child the best start in life
- Improving access to health and care services
- Increasing the numbers of citizens taking steps to improve their well-being
- Successfully delivering our financial plan each year

Which will support three shifts in our model of care:

- From reactive acute care, to preventive, anticipatory and community-based care
- From a siloed and poorly coordinated model, to continuous, integrated care
- From a model based on providing care, to one where active patients are engaged in self-management and collaborative care planning

In our first year we will prioritise:

- Cardiovascular disease (CVD) and hypertension
- Reducing waiting times in targeted children's services
- Reducing UEC demand by delivering more anticipatory/same day care
- Provide better care to people in mental health crises
- Continue our elective care recovery
- Read more about our priority areas of work in our Medium Term Plan



Living in the area

The Chief Financial Officer will be expected to work across Hertfordshire and West Essex.

HERTFORDSHIRE

Herts, as it is sometimes called, is an incredibly popular area to live in, and whether it's the bustling towns or picturesque countryside, there's something to suit everyone's needs. St Albans, Berkhamsted, and Harpenden all offer great schooling options and low crime rates compared to the national average.

Hertfordshire has it all – ranked first place out of 138 UK regions by the uSwitch Best Places to raise a family in the UK Better Family Life Index 2016. The county also boasts good road and rail links to London and the North.

- **The five best places to live in Hertfordshire**

ESSEX

With 350 miles of stunning coastline, natural parks and steeped in history, Essex is home to 1.83 million people in small villages and big centres, full of thriving communities with diverse lifestyles and interests, and less than an hour to Central London by train. The picturesque district of Uttlesford features charming market towns like Saffron Walden and scenic countryside perfect for exploring. The growing town of Harlow is renowned for its impressive public art collection, and Epping Forest offers ancient woodland and historic sites with direct access to the city via train and tube.

There are a multitude of green spaces, parks and playgrounds throughout local neighbourhoods.

- **The five best places to live in Essex**



Job description

Job Title:	ICB Chief Financial Officer
Accountable to:	Chief Executive
Reporting to:	Chief Executive
Hours:	Full time
Salary:	VSM
Location:	Flexible across Hertfordshire and West Essex

Priorities

The Chief Financial Officer will be required to ensure that the ICB meets the financial targets set for it by NHS England, including living within the overall revenue and capital allocation, and the administration costs limit.

Jointly with other system partners, the Chief Financial Officer is responsible for ensuring that the ICS delivers its financial targets.

The Chief Financial Officer will lead her/his peers, particularly NHS CFOs, as “first amongst equals”, convening the skills and experience across finance senior leadership colleagues to support the system and each other.

They will support the development and delivery of the short and longer-term plans of the ICB. They will ensure these reflect and integrate the strategies of all relevant partner organisations of the ICS, with a particular focus on developing a shared financial and resourcing strategy.

As a member of the unitary board, each board director is jointly responsible for planning and allocating resources to meet the four core purposes of integrated care systems (ICSs);

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

The Chief Financial Officer will be responsible for developing the capital and revenue funding strategy for the ICS to support the Board in achieving these aims, including consideration of place-based budgets, and making use of benchmarking to make sure that funds are deployed as effectively as possible.

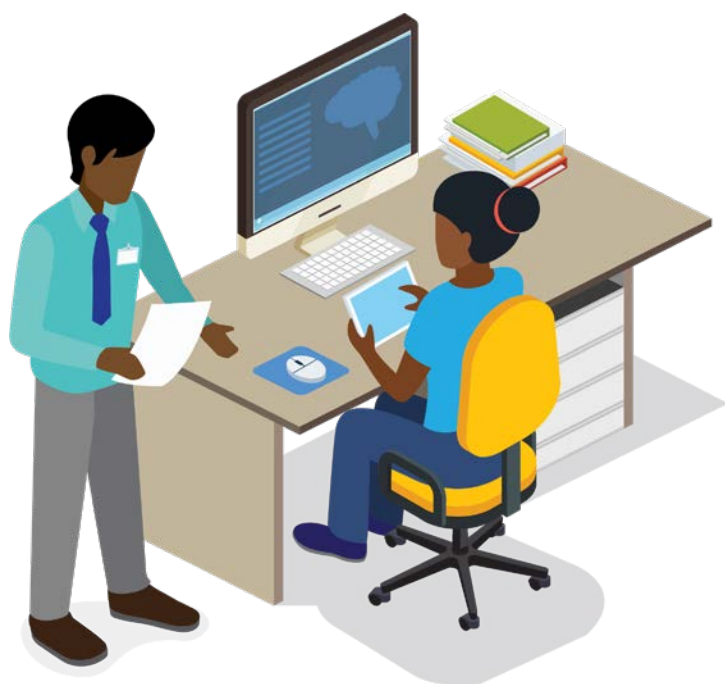
As and when required, they will lead system work on financial recovery, working alongside operation, clinical and other colleagues.



Key accountabilities

The Chief Financial Officer reports directly to the ICB Chief Executive Officer and is professionally accountable to the NHS England regional finance director.

- As the strategic financial lead, the Chief Financial Officer is accountable for all matters, relating to the financial leadership and financial performance of the ICB.
 - The Chief Financial Officer will also be responsible for ensuring that the ICB implements a robust financial strategy and for ensuring that system resources are effectively deployed and used to provide the best possible care for the population.
 - The Chief Financial Officer may also be responsible and accountable for a wider portfolio, which may evolve in line with changing ICB needs.
 - The Chief Financial Officer will have responsibility and oversight for:
 - ▶ Estates strategy for the ICS (inclusive of capital funding programme)
 - ▶ Procurement
 - ▶ Overall contract management
 - ▶ NHS green agenda and sustainability plan.
- The Chief Financial Officer along with other executive members of the ICB will have an influential executive role and shared accountability for the development and delivery of the long-term financial strategy of the ICB, ensuring this reflects and integrates the strategies of all relevant partner organisations within the ICS.
 - The Chief Financial Officer will be responsible for building partnerships and collaborating with wider ICS system leaders including provider collaboratives, public health, primary care, local government, voluntary and community sector, other partners and local people to make real transformational differences for the population through local, regional and national forums.
 - The Chief Financial Officer will provide financial leadership and influence across the ICS to ensure that opportunities to drive improvements in population outcomes which includes collaborating and providing financial leadership with key partners (across health, care and wider) to break down barriers, drive innovation and achieve agreed deliverables.
 - The Chief Financial Officer is professionally accountable to the NHS England regional finance director and may from time-to-time be formally requested to act on behalf of NHS England on key performance, monitoring, and accountability matters.
 - ▶ This will include the identification of key financial risks and issues related to robust financial performance and leadership and working with relevant providers and partners to enable solutions.
 - As a qualified accountant, individuals in these roles will be accountable for their own practice and conduct in the role.
 - It will be for the CEO to determine what other specific corporate functions each executive board member is accountable for within the ICB.

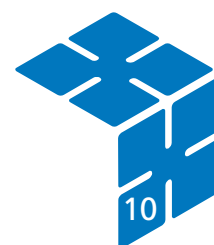


Setting strategy and delivering long-term transformation

Effectively deliver strategy development and planning, and ensure a system wide view, along with using intelligence from quality, performance, finance and workforce measures to feed into strategy development.

Specifically:

- You will be responsible for influencing and contributing to the ICB plans and wider system strategies of the ICS, with the aim of driving innovation in clinical outcomes, reducing health inequalities and achieving better life outcomes across the ICS. This will include creating and influencing leadership relationships and wide scale system change, ensuring that the ICB harnesses relevant opportunities to improve the population health of the ICS.
- As a system leader, you will provide leadership across organisational and professional boundaries to lead and facilitate transformational change for the ICS population.
- You will ensure that the ICB influences and seeks input from wider ICS system leaders including provider collaboratives, public health, primary care, local government, voluntary and community sector, other partners and local people to make real transformational differences for the population through local, regional and national forums.
- You will support the production and delivery of a five-year ICB plan with the key aim to produce a financial and resources strategy aimed at improving clinical outcomes, better life outcomes and reducing health inequalities, working with the CEO, other Board members, partners across the ICS and the local community.
- This will include the interpretation and implementation of the NHS Long Term Plan, contracting and performance standards and other national strategic priorities.
- You will ensure that there are effective mechanisms for anticipating, identifying, and responding to key financial risks (including risk sharing arrangements) that could impact on the successful delivery of the ICB strategy.
- You will also establish appropriate governance structures (with NHS partners in the ICS) to deliver on the collective requirement of system financial balance and risk sharing.
- You will also be responsible for developing the necessary financial and performance leadership and functions to ensure the delivery of the ICB financial strategy including leading and influencing the development of a diverse group of leaders to enhance the opportunities for collaboration across the ICS.
- You will be accountable for the production and delivery of a robust supporting financial strategy that delivers effective use of system resources to deliver improvements in outcomes in population health and healthcare; tackle inequalities in outcomes, experience, and access; enhance productivity and value for money, and help the NHS and ICS partners support broader social, economic and environmentally sustainable development.
- You will aim to influence system leaders to ensure that there are effective mechanisms for anticipating, identifying, and responding to key contracting, performance and wider organisational risks that could impact on the successful delivery of the ICS strategy.
- This will include engaging with system leaders from across the ICS to drive research, innovation, quality improvement, patient safety and population health outcomes from a risk-based approach across the ICS footprint.



Providing robust performance and assurance

Demonstrate effective leadership accountability through behaviours, values and standards that underpin leadership. This includes principles of evaluation, the significance of evidence and assurance in decision making and ensuring patient safety, and the vital importance of collaboration on the Board to drive delivery and improvement.

Specifically:

- As Chief Financial Officer of an ICB you will be responsible for financial leadership of an NHS statutory body, compliance with all ICB business rules and ensuring that the internal finance team is appropriately resourced to deliver all statutory functions of the ICB.
 - ▶ Specifically, this involves putting in place an adequate system of financial control, strategic planning, budget setting, financial reporting, and risk management.
- You will therefore ensure as the responsible officer that the ICB is positioned to produce its required monthly reporting, annual report, and accounts, as part of the setup of the new organisation.
- You will liaise with external audit colleagues to ensure timely delivery of financial statements for audit and publication in accordance with statutory, regulatory, and professional requirements.
- You will ensure the appropriate and effective financial control arrangements are in place for the ICB and that accepted internal and external audit recommendations are actioned in a timely manner.
- In addition, you will lead allocations to organisation and place level for all revenue and capital.
- To be the lead officer for the ICB's Audit Committee, ensuring the ICB is managed in accordance with robust financial controls and good governance.
- You will support a strong culture of public accountability, probity, and governance, ensuring that appropriate and compliant structures, systems, and process are in place to minimise risk and promote the freedom to speak up.
- You will be accountable for managing the NHS budget across the ICB, ensuring financial balance for the NHS, good value for money for taxpayers and promoting and ensuring long term-financial health for the system.
 - ▶ This will include ensuring the establishment of and compliance with standing financial instructions and standing orders and reporting arrangements for the ICB and wider partnership organisations across the system as necessary.
- Where services are commissioned across ICBs you will oversee successful performance on the use of resources in line with the agreed system oversight framework for the ICS, ensuring appropriate escalation arrangements are in place and appropriate actions is taken as necessary.
- You will work closely with system partners to ensure that financial and commissioning arrangements which support and promote integration and meeting the needs of the population are effective and transparent. This will include ensuring user/patient involvement in decision making relating to the use of resources and commissioning where appropriate.
- You will lead on the identification of performance risks and issues related to financial and contracting performance and work with relevant providers and partners to enable solutions, including making recommendations for informal/formal intervention where appropriate.
- The Chief Financial Officer will hold the position of Senior Information Risk Owner (SIRO).



Building a trusted relationship with partners and communities

Collaborate, consult and co-produce with colleagues in neighbouring teams, providers and systems, people using services, our communities, and our workforce. Strengthening relationships and developing collaborative behaviours are key to the integrated care environment.

Specifically:

- Success in this role is dependent upon the implementation of a robust performance strategy for the ICB including ensuring the effective use of system resources through strong collaborative system decision-making.
- Ensuring and influencing strategic collaboration with ICS partners, clinical and care leaders across health and care at all levels of the system, this role will develop a collective strategic performance leadership approach for the ICB and place-based use of resources, through the effective and efficient use of commissioning opportunities to meet the needs of the system population.

Promoting equality and inclusion, and reducing health and workforce inequalities

Continually review plans and strategies to ensure their delivery leads to improved services and outcomes for all communities, narrows health and workforce inequalities, and promotes inclusion.

Specifically:

- Reducing health inequalities is a core objective of the ICB and the post holder will foster a culture in which equality, diversity and inclusion are actively promoted across the ICS.
- To drive innovative data-evidenced change on behalf of the ICB and on behalf of NHS England and NHS Improvement, ensuring that inequalities across the system are addressed.

- Promoting and further developing strategic approaches to enhancing and/or further developing personalised care locally so that the ICB achieves the best possible health and care for its communities.
- Ensuring that population needs are met through the appropriate allocation of resources in a system role, utilising close working relationships with system partners to ensure investment and performance of resources is effective in assisting to reduce health inequalities across the ICS.

Driving high quality and sustainable outcomes

Deliver and bring about high quality and safe care and lasting change and improvement – from ensuring all staff are trained and well led, to fostering improvement and innovation which leads to better health and care outcomes.

Specifically:

- You will work with other ICB executive colleagues and ICS partners to oversee the quality of all health services including implementing a safer just culture, safer systems, and safer care.
- You will also work with other ICS colleagues to deliver high quality health and care services.
- As a member of the ICB, you will collectively work to address underperformance in a timely manner and promote continuous quality improvement through learning, improvement methodologies, research and innovation. This will include embedding and delivery of system wide transformation and efficiency programmes and any related recovery programmes.
- You will take a lead role on behalf of the ICB and where required NHS England and NHS Improvement to ensure that there are appropriate and effective performance monitoring and performance arrangements in place to ensure the delivery of effective health services across the ICS.



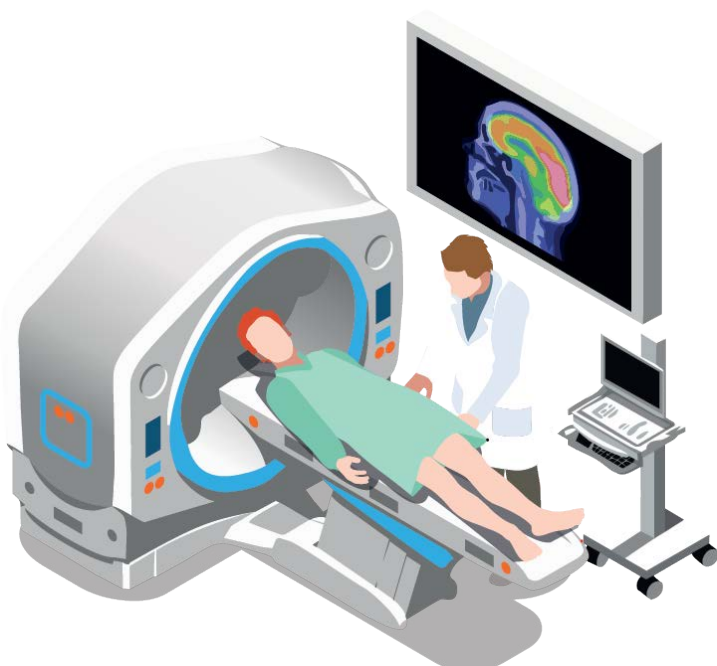
- You will positively engage with key system leaders to provide ICS leadership for the performance delivery of the ICS.
- Taking the role of a system leader to promote and lead data quality driven improvements which have a direct impact on the population health needs of the ICS.
- You will support wider executive colleagues in influencing strategic change and collaborative initiatives which have a direct impact on population health outcomes including key matters such as collective performance and improvement opportunities, future workforce supply, quality and safety initiatives and system wide joint working at a strategic board level with system partners.
- You will promote awareness and understanding of financial, value for money and commercial issues, including robust and considered challenge and ICB decision-making at all levels.
- You will promote continuous quality improvement through learning, improvement methodologies, research, innovation, and data driven improvement initiatives both at a strategic and operational level.
- You will take action to ensure underperformance in any service commissioned by the ICB is addressed in a timely manner, working with the relevant providers and the NHS England and NHS Improvement regional team as required.

Creating a compassionate, just and positive culture

Encourage, develop and deliver great team and organisation cultures. Ensure that all staff and service users are listened to and heard, being respectful and challenging inappropriate behaviours.

Specifically:

- You will have responsibility for developing the finance function, delivering the five-year finance development programme and for ensuring that work on equality, diversity and inclusion is taken forward.
 - ▶ To do this you will need to engage actively with the regional finance academy and the workstreams of the finance leadership council and be responsible for improving the diversity of senior finance leadership in the ICS.
- You will create and promote a culture of inclusive, professional leadership. You will be visible as a collaborative financial leader and role model, engaging health and care professionals across the whole system in the development and delivery of the ICB plan. This includes:
 - ▶ Providing mentoring and support to other health and care professional leaders.
 - ▶ Ensuring that health and care professional leaders are supported to perform their roles and given opportunities to develop.
 - ▶ Ensuring that the talent management and development of health and care professional leaders (including finance and contracting staff) is embedded at all levels of the system.



As part of the executive team

- You will also have responsibility to:
 - ▶ Lead, develop, inspire, and manage teams including the setting of objectives and work plans to support the delivery of organisational objectives.
 - ▶ Ensure each member of the team has a clear set of objectives, development plan and opportunities to discuss performance and development through regular review sessions.
 - ▶ You will be required to build and maintain good working relationships with a broad range of internal and external stakeholders on a range of commercial and business sensitive issues.
 - ▶ Make and sustain key working relationships to innovate and drive reform and so achieve agreed objectives.
 - ▶ Represent the ICS interests at relevant national, regional and local strategic policy implementation groups.
- The post holder (along with other executive members of the ICB) will have an influential executive role and shared accountability for the development and delivery of the long-term objectives of the ICB, ensuring this reflects and integrates the strategies of all relevant partner organisations within the ICS.
- You will be responsible for building partnerships and collaborating with wider ICS system leaders including provider collaboratives, public health, primary care, local government, voluntary and community sector, other partners and local people to make real transformational differences for the population through local, regional and national forums.
- As a system leader, you will provide leadership across organisational and professional boundaries to lead and facilitate transformational change for the ICS population.
- You will ensure that the ICB influences and seeks input from wider ICS system leaders including provider collaboratives, public health, primary care, local government, voluntary and community sector, other partners and local people to make real transformational differences.



Supplementary duties and responsibilities

On-call

Provide on-call cover on a rota basis as required by the on-call arrangements and to be the named contact for business continuity in the event that an issue arises in the ICS which requires support and assistance from a senior member of staff across the ICS.

Data Protection and Confidentiality

All employees are subject to the requirements of the Data Protection Act 2018 and the General Data Protection Regulation (GDPR) and must maintain strict confidentiality in respect of patient, client, and staff records.

Equality and Diversity

The organisation is committed to promoting equal opportunities to achieve equity of access, experience, and outcomes and to recognising and valuing people's differences. This applies to all activities as a service provider, as an employer and as a commissioner.

Flexible Working

The organisation is committed to offering flexible, modern employment practices, which recognise that all staff need to strike a sensible balance between home and work life. All requests to work flexibly will be considered.

Health and Safety

Employees have a legal responsibility not to endanger themselves, fellow employees and others by their individual acts or omissions. The post holder is required to comply with the requirements of any policy or procedure issued in respect of minimising the risk of injury or disease.

Information Management and Technology (IM&T)

All staff are expected to utilise the relevant national and local IM&T systems necessary to undertake their role.

Smoking and Health

The organisation has a no smoking policy throughout its premises, including buildings and grounds.

Mobility

Employees may be required to work at any of the other sites within the organisation subject to consultation. The organisation is in a period of rapid change because of developments and rationalisation of services. This will lead to modification of structures and job descriptions. The post holder will be expected to co-operate with changes subject to consultation, at any time throughout the duration of your contract.

Other Duties

The above is only an outline of the tasks, responsibilities and outcomes required of the role. The post holder will carry out any other duties as may reasonably be required by the CEO.

Reasonable Adjustments

The organisation is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

Safeguarding Responsibilities

The organisation takes the issues of Safeguarding Children, Adults and addressing domestic violence very seriously. All employees have a responsibility to support the organisation in our duties by:

- attending mandatory training on Safeguarding Children and Adults.
- making sure they are familiar with their requirements and the organisation's requirements under relevant legislation.
- adhering to all relevant national and local policies, procedures, practice guidance (e.g., LSCB Child Protection Procedures and Practice Guidance) and professional codes.
- reporting any concerns to the appropriate authority.



Person Specification

Personal values

- Personal commitment to the values of the NHS Long Term Plan, the NHS People Plan, Nolan Principle and the Fit and Proper Persons regime.
- Demonstrates a compassionate leadership style with a track record of improvements to equality, diversity, and inclusion.
- Lives by the values of openness and integrity and has created cultures where this thrives.
- Committed to continuing professional development.

Experience

- Substantial board level leadership experience and/or system leadership experience within a regulatory or similar environment is essential.
- Experience of managing highly sensitive situations with stakeholders.
- Experience of managing relationships with the media and political stakeholders.
- Experience of providing financial leadership, mentorship, and professional development at a very senior level with demonstrable outcomes.
- Experience of leading highly complex and contentious transformational change at significant scale.

Knowledge

- Extensive knowledge of the health, care and local government landscape and an understanding of the resourcing implications related to the social determinants of public health.
- Current evidence and thinking on practices which reduce health inequality, improve patient access, safety and ensure organisations are Well Led.
- Extensive knowledge of health and care financial planning and budgeting at a board and/or system level.

Skills

- Exceptional communication skills which engender community confidence, strong collaborations, and partnership.
- Strong critical thinking and strategic problem solving; the ability to contribute to a joint strategic plan and undertake problem resolution and action. Analytical rigour and numerical excellence.
- Highly sophisticated leadership and influencing skills; building compassionate cultures where individuals and teams thrive at organisation, partnership and system levels.

Qualifications

- **Essential:** Qualified accountant with full membership and evidence of up-to-date continuing professional development.
- **Desirable:** Experience of utilising health economics experience in a relevant role/setting and/or a relevant qualification.

How to apply

The closing date for applications is **2 March 2025**. Applications should include:

- A covering letter explaining why the appointment interests you, how you meet the appointment criteria and what you specifically would bring to the post.
- A Curriculum Vitae (CV) with education and professional qualifications and full employment history. Please include daytime and evening telephone contact numbers and e-mail addresses. The CV should include names and contact details of three referees. References will not be taken without your permission.
- A completed **Diversity Monitoring Form** and **Fit and Proper Person Monitoring Form**.

Please note that the information you provide will be treated as confidential and is for monitoring purposes only. It will not form part of the application process.

All applications should be sent to: **apply@hunter-healthcare.com**. All applications will be acknowledged.

For an informal conversation about the post, please contact Brendan Davies at our recruitment partners, Hunter Healthcare by email: **bdavies@hunter-healthcare.com** or phone: 07585 356985 or Sam Cresswell by email **scresswell@hunter-healthcare.com** or phone: 07562 650935.

Key dates:

EVENT	DATE
Application deadline	2 March 2025
Shortlist	mid-March 2025
Interviews & Stakeholder event	3-4 April 2025



Hertfordshire and West Essex Integrated Care Board



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