

Sláinte Leanaí Éireann



Children's Health Ireland

Membership of the Children's Health Ireland Board

Children's Health Ireland Act 2018 [27 of 2018]

CLOSING DATE: 15:00PM ON THE 28 AUGUST 2020.



Our Mission is:

To promote and provide child-centred, research-led and learning informed healthcare, to the highest standards of safety and excellence. We do this in partnership with each other, with children, young people and their families through a network of children's services in Ireland

Member of the Children’s Health Ireland Board.

Children’s Health Ireland (CHI) is seeking expressions of interest from suitably qualified and experienced potential Board member for a casual vacancy on the Children’s Health Ireland Board in accordance with Section 15(1) of the [Children’s Health Act 2018](#) [27 of 2018]

Interested potential Board members should ensure they meet the criteria under section 3 below and email a current curriculum vita, along with a cover letter outlining the specific expertise they would bring to the role of Member, to the CHI Board Secretary at: meiread.ashe@nchg.ie.

This is an exciting opportunity to contribute at Board level to the transitioning to a completely new way of delivering paediatric health services in Ireland for 25% of our citizens as part of the whole system reform that will result in; better clinical outcomes, improved survival rates, enhancement of the experience by those that we provide care and treatment to and deliver a better working environments for all CHI staff.

Shortlisting of potential Board members will be on the basis of a written expressions of interest received.

Membership of State Boards

High standards of corporate governance in all State Agencies, whether in the commercial or non-commercial sphere, are critical to ensuring a positive contribution to the State’s overall social and economic development.

Members of State Boards are appointed to act on behalf of the citizen to oversee the running of the affairs of state bodies. State bodies must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. Members of State Boards, and the relevant management team, are accountable for the proper management of the organisation.

Board members should act on a fully informed basis, in good faith, with due diligence and care, and in the best interest of the State body, subject to the objectives set by Government. In that regard and in accordance with Section 13.2 of the Guidelines on Appointments to State Boards, “it is advisable that no member of a State Board should serve more than two full terms of appointment or should hold appointments to more than two State Boards.”

The [Code of Practice for the Governance of State Bodies 2016](#) (‘the Code’) provides a framework for the application of best practice in corporate governance by both commercial and non-commercial State bodies. In order to be an effective contributor on a State Board it is recommended that members should:

- bring independent and objective scrutiny to the oversight of the organisation;
- be prepared to be challenging when necessary while being supportive to the delivery of organisational strategy and objectives;
- be equipped to offer considered advice on the basis of sound judgement and experience; and
- be prepared to make a time commitment to their work commensurate with their role.

Appointment as a Member to the Board of Children's Health Ireland

Location:	Block 1A Herberton, St James's Walk, Rialto, Dublin D08 HP97, Ireland
Number of vacancies:	1 casual vacancy.
Remuneration:	Nil. Travel and subsistence is payable at appropriate civil service rates.
Time Requirements:	<p>10-12 (usually half day) meetings per annum. The preparation for CHI Board meetings includes reading Board papers which average 200 pages.</p> <p>In addition, the majority of CHI Board members are also members of at least one Committee of the CHI Board. These Committees each have between 5 to 10 scheduled meetings per year with a normal duration of two hours.</p>
Term of Appointment:	to 03 December 2023

1.0 Background

About Children's Health Ireland

Children's Health Ireland (CHI) established under the Children's Health Act 2018 ([SI 27 of 2018](#)) is an academic healthcare organisation that is leading on the clinical and operational transformation of acute paediatric healthcare. The three children's hospitals at Crumlin, Temple Street and Tallaght and the Children's Hospital Group (based at Herberton) transitioned from four separate, independently governed entities into one new single organisation effective on 1st January 2019 to govern and operate acute paediatric services in Dublin and all national paediatric services, some of which are on an all-island basis.

CHI operates as a single service across the existing children's hospital locations of Crumlin, Temple Street, and Tallaght. CHI at Connolly the first of two paediatric outpatient and urgent care centres opened on 31 July 2019, on the grounds of Connolly Hospital in Blanchardstown, this will be followed by the opening of a second facility at Tallaght Hospital which is currently planned to open in 2020 and the opening of the new children's hospital on the campus shared with St James's Hospital in 2023 all of which will support transforming how healthcare is delivered to children in Ireland.

Annually over 350,000 children and young people access CHI services for in-patient, day care, out-patient or Emergency / Urgent Care treatment and care provided by a workforce of over 3,600 staff, with an annual expenditure of circa €350m, across 4 locations in Dublin and as part of a networked approach to acute paediatric healthcare services on the island of Ireland.

CHI's Children's Hospital Programme is a major programme that is focused on transformative service change to enhance services for children and young people, to integrate the three existing hospitals, while maintaining existing and new services, ensuring patient safety and quality until the physical transition to the new children's hospital is complete.

This Programme will:

- ✓ Operationalise an integrated acute paediatric healthcare network;
- ✓ Act as client for the government funded capital project to build the new children's hospital and the two paediatric outpatient and urgent care centres at Connolly and Tallaght Hospitals, and a separately funded Children's Research and Innovation Centre;
- ✓ Operationally commission these new facilities to open services and
- ✓ Implement a major ICT programme to digitise acute paediatric healthcare.

Children's Health Ireland is a [registered Charity \(RCN 20202295\)](#).

2.0 CHI Functions

The functions of Children's Health Ireland are:

- a. to plan, conduct, maintain, manage, provide and develop paediatric services in the hospital;
- b. to provide for patient safety and quality of patient care in the hospital;
- c. to promote excellence in the practice and provision of paediatric services and provide leadership in the advancement, development, organisation and delivery of paediatric services in an integrated clinical network for paediatric services;
- d. to facilitate, foster and promote, through educational and other programmes, the personal and professional development of its employees and to provide paediatric medical, nursing and health and social care professional training and education;
- e. to facilitate, foster, promote and carry out research and innovation aimed at improving paediatric services and advancing medical and scientific knowledge relating to paediatric services through research and scientific investigation and inquiry;
- f. to provide information, advice, advocacy, and assistance in relation to paediatric services to the Minister for Health, the Executive, the Health Information and Quality Authority, and such other persons as have involvement in the provision of paediatric services, as may be necessary;
- g. to advocate on behalf of children and young people about healthcare issues;
- h. to engage in or support fundraising and philanthropy in relation to Children's Health Ireland and the provision of paediatric services in the hospital in pursuit of the Object of Children's Health Ireland;
- i. to carry out such other functions as are necessary to provide paediatric services in the hospital.

Current Board membership

Maximum Number of Positions: 12

Gender Balance Numbers: Female (4), Male (7)

Gender Balance Percentage: Female (36%), Male (64%)

Name	First Appointed	Expiry Date	Position type
Prof. Jim Browne	04/12/2018	03/12/2023	Chair
Dr Anne Kilgallen	04/12/2018	03/12/2023	Ordinary Member
Brigid McManus	04/12/2018	03/12/2021	Ordinary Member
Catherine Guy	04/12/2018	03/12/2021	Ordinary Member
Mary Cryan	04/12/2018	03/12/2021	Ordinary Member
Con Cronin	04/12/2018	03/12/2021	Ordinary Member
Dr Gavin Lavery	04/12/2018	03/12/2021	Ordinary Member
Liam Dowdall	04/12/2018	03/12/2023	Ordinary Member
Prof Martin Elliott	04/12/2018	03/12/2021	Ordinary Member
Sean Sheehan	04/12/2018	03/12/2023	Ordinary Member
Turlough O'Sullivan	04/12/2018	03/12/2023	Ordinary Member

3.0 Person Specification

Attention is drawn to the provisions of the Code in relation to the role of a Board member, where the principle states: -

- Each State body should be headed by an effective Board which is collectively responsible for the long-term sustainability of the body.
- Non-executive Board members should bring an independent judgement to bear on issues of strategy, performance resources, key appointments and standard of conduct.

Details on the role of Board Members can be found in Section 3 of the Code which can be found [here](#).

Essential

The person sought should have experience of one or all of the following:

- Senior Management or Board level experience of the digital transformation of service delivery in a large complex services orientated organisation;
- Extensive experience of the governance and effective delivery of large complex ICT programmes;
- Strong project management experience.

Desirable

It is desirable that potential Board members possess skills in one or more of the following areas:

- Board or equivalent experience and relevant corporate governance experience.

As a Board Member, the person will be required to:

- Bring independent and objective scrutiny to the oversight of the CHI;
- Be prepared to be challenging, when necessary, while being supportive to the delivery of CHI's strategy and objectives;
- Be equipped to offer considered advice on the basis of sound judgement and experience;
- Be prepared to make a time commitment to the work commensurate with the role.

In making an appointment consideration will be given to the requirement in the CHI governing legislation to, insofar as possible, endeavour to ensure that among the members of the Board there is an equitable balance between women and men.

In order to qualify for appointment a person must not have any legal impediment or conflicts of interest likely to interfere with his/her ability to assume the role of a member of the Board. Please give careful consideration to the possibility of any potential conflict of interest that may exist and address this in your cover letter. The Assessment Panel may decide, based on the perceived level of conflict, not to forward your name for consideration.

4.0 Term of Appointment

Appointment to the CHI Board shall not exceed 4 years in accordance with Section 14(1) of the Children's Health Act 2018. A person who fills a casual vacancy shall be considered to have served a term as a member of the Board even though he or she will have served only part of a term.

Appointments to the CHI Board arise where:

1. A member of the Board dies, resigns, or ceases to hold office for any reason in line with Section 15(1) of the Children's Health Act 2018. These are known as casual vacancies.
2. Appointment as a member of the CHI Board occurs in one of two ways:
 - a. the person is either nominated and appointed by the Minister for Health;
 - b. or the member is nominated by the CHI Board and appointed by the Minister for Health.

The current vacancy on the CHI Board is deemed to be a casual vacancy and shall be nominated by the CHI Board and appointed by the Minister for Health.

The appointment as a member of the CHI Board will be from date of appointment to 03 December 2023 through a selection process organised by the Governance and Nominations Committee of the Board of Children's Health Ireland.

The casual vacancy shall be filled in accordance with Section 15(2) of the Children's Health Act 2018:

- A person who fills or occasions a casual vacancy shall be considered to have served a term as a member of a Board even though he or she will have served only part of a term

The Conditions of office of members of Board are outlined in Section 17(1) if the of the Children's Health Act 2018 which can be found [here](#).

5.0 Submitting an Expression of Interest

Potential Board members should ensure that the Cover Letter (and supporting CV) clearly specifies how the person's particular background and experience meets the requirements of the casual vacancy to the Board.

Your submission should be made by email to the CHI Board Secretary Meiread Ashe at Meiread.ashe@nchg.ie together with your Curriculum Vitae and a cover letter outlining, with reference to criteria at 3 above, the specific expertise you would bring to the casual vacancy.

Please give careful consideration to the possibility of any potential conflict of interest that may exist and address this in your cover letter.

IMPORTANT NOTE: Please take care when submitting your expression of interest as the Assessment Panel will generally make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you ensure your cover letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Board position specified in this booklet. This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to this Board.

6.0 Appointment Process

- An Assessment Panel will be established chaired by an independent person. Other members of the panel will be the CHI Board Chair and another CHI Board member.
- The Assessment Panel will consider all expressions of interest submitted to the Board Secretary against the specific appointment criteria for the role, as advertised in this Information Booklet.
- The Assessment Panel may seek advice from a person with expertise particularly relevant to a competency sought as part of its consideration.
- The Assessment Panel will select suitable potential Board members and will meet with the shortlisted potential board members to discuss the role.
- The CHI Governance and Nominations Committee will recommend that the CHI Board formally accept the selected potential board member and put forward the individual as the Board's nomination to the Minister for Health.
- The CHI Board reserves the right to use a company/person with expertise in Board member search where CHI fail to attract candidates for the vacant post.
- Potential Board members will be informed of the outcome.

7.0 CONFIDENTIALITY

Subject to the provisions of the Freedom of Information Act 2014, nominations will be treated in strict confidence. All enquiries, nominations and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process. Certain information in relation to this process, not specific to any individual, is extracted for computer records for general statistical purposes.

8.0 DATA PROTECTION ACT 2018

Your personal data:

CHI will process your personal data for the purpose of assessing suitability of potential Board members to fill the casual vacancy on the Children's Health Ireland Board and the information will be shared with the CHI Assessment Panel. Children's Health Ireland will act as data controller of such data and will retain following the appointment for the duration of the appointment period.

Further information on data protection and the GDPR, including your rights as a data subject can be accessed [here](#).

The Children's Health Ireland Data Protection Officer can be contacted at chidpo@nchg.ie

The successful candidate's CV and cover note will be (and any additional supplementary information requested as part of the nomination process), will be provided to the Department Health. The Department will act as data controller of such data and will retain following the appointment in line with its retention policy.