Ashford and St. Peter's Hospitals NHS
NHS Foundation Trust

COUNCIL OF GOVERNORS
17th June 2015

TITLE	**Governor Terms and Elections**
EXECUTIVE SUMMARY	The paper seeks to determine whether to revise the Constitution to: 1. Increase the number of terms an elected governor can serve; and 2. merge the constituencies of Richmond-upon-Thames with Hounslow and Windsor & Maidenhead with Runnymede.
The Council is asked to:	Discuss and agree whether to revise the Constitution.
Submitted by:	George Roe, Head of Corporate Affairs
Date:	June 2015
Decision:	For Decision

Ashford and St. Peter's Hospitals NHS
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Governor terms and elections

Introduction

The paper seeks to determine whether to revise the Constitution to:

1. Increase the number of terms an elected governor can serve; and
2. Merge the constituencies of Richmond-upon-Thames with Hounslow and Windsor & Maidenhead with Runnymede.

Representatives of the Governor Constitution group met on the 12th May 2015 to consider these potential changes and their views are encompassed within this paper. The Governors attending this meeting were:

David Frank (Public Governor – Surrey Heath; Lead Governor)
Maurice Cohen (Public Governor – Woking & Guildford)
Keith Bradley (Public Governor – Woking & Guildford)
Judith Moore (Public Governor – Woking & Guildford)

Also in attendance:

Aileen McLeish (Chairman)
George Roe (Head of Corporate Affairs)
Anu Sehdev (Membership and Engagement Manager)

1. Governor term – consideration as to whether to increase the number of terms a Governor can serve on the Council of Governors

In accordance with the Trust Constitution (paragraph 14.8) a Governor:

"shall not hold office for more than 6 years or 2 terms of office whichever is the least".

Due to the number of Governors who have been re-elected in 2012 and 2013 for a second term as it currently stands there will be significant turnover of Governors in 2015 and 2016. It is therefore important that consideration is made as to whether the number of terms a Governor can serve is increased.

There are currently seven Governor posts due for election in November 2015 (Runnymede, 3; Richmond-upon-Thames, 1;, Windsor & Maidenhead, 1; Staff – Medical and Dental, 1 and Staff – Allied Healthcare Professional, 1). Three (Andrew Ryland, Margaret Lenton, Paul Wills) of the six current Governors (Richmond-upon-Thames post is currently vacant) would not be able to seek re-election in 2015.

By 30th November 2016, 15 Governor posts are due for election (Elmbridge, 3; Hounslow, 2; Spelthorne, 3; Surrey Health, 1; Woking & Guildford, 3; Staff – Admin & Ancillary, 1; Staff – Nursing & Midwifery, 1 and Staff – Volunteers, 1). 10 of the 15 current Governors would not be able to seek re-election in 2016.

The below table highlights the number of candidates that have stood in previous Council elections and provides an idea of the possibility of vacancies within the Council either/and at

2015 and 2016 if current Governors are restricted to finishing their terms of office after two terms.

Constituency	Date	Number of Seats	Number of Candidates
Runnymede bye-election	Sept 2014	1	5
Elmbridge	Oct 2013	3	3
Hounslow	Oct 2013	2	2
Spelthorne	Oct 2013	3	10
Surrey Heath	Oct 2013	1	1
Woking and Guildford	Oct 2013	3	5
Staff: Volunteers	Oct 2013	1	2
Staff: Admin/Managerial	Oct 2013	1	1
Staff: Nursing	Oct 2013	1	1
Richmond Upon Thames	Oct 2012	1	1
Runnymede	Oct 2012	3	7
Windsor and Maidenhead	Oct 2012	1	2
Staff: Allied Health Profs	Oct 2012	1	1
Staff: Medical and Dental	Oct 2012	1	1

The Trust is somewhat of an outlier in restricting the number of terms a Governor can serve to two. From review of a number of randomly selected Foundation Trust Constitutions it is apparent that the majority do not include a two term restriction.

Frimley Heath	Nine consecutive years
Royal Surrey	Nine consecutive years
Hampshire Hospitals	Six years
Royal Bournemouth and Christchurch	Nine consecutive years
UCLH	Six consecutive years
Kingston	Three terms (of three years)
Salford Royal	Nine consecutive years
Salisbury	Nine years total
Surrey & Borders	Nine consecutive years
Sussex Partnership	Nine consecutive years
Western Sussex	Six years

The Council is asked to consider and approve an increase in the number of terms a Governor can serve on the Council from two terms (currently) to three terms.

The basis of this proposal is to permit Governors who have been on the Council for five years (at 2015) to seek re-election and therefore, if re-elected, maintain knowledge, experience and continuity on the Council where possible. This may be particularly important if the merger with Royal Surrey County progresses as the Council of Governors would be asked to vote on this merger in Spring 2016.

2. ASPH Council of Governor elections

As noted above ASPH must hold elections for seven Governor posts in 2015. These elections are required by 30th November 2015 for the following seats: Runnymede (3), Richmond-upon-Thames, Windsor & Maidenhead, Staff – Medical and Dental and Staff – Allied Healthcare Professionals.

It is intended that the election process will commence on or around the 1st September with elections to be held in early November. This timeframe provides three weeks to conduct the

necessary checks and induction prior to the start of the Governor term on the 1st December 2015.

3. Composition of the Council of Governors

In February 2013 the Council of Governors approved proposed changes to the number of seats allocated to each constituency within the Council of Governors based on new outpatient attendances. Due to elections already held in 2012 some of these changes (the reduction of Council seats in Richmond-upon-Thames and Windsor & Maidenhead) were paused while terms of office where served.

The table below highlights the changes to the Council which were approved in February 2013:

Public Constituency	New Out-Patient attendances	% of attendances against total attendance	Current Council seats	Future Council seats
Elmbridge	17,551	15.31	1 seat	3 seats
Guildford	229	0.2	1 seat	No seat
Hounslow	11,385	9.93	2 seats	2 seats
Richmond-upon-Thames	566	0.49	1 seat	No seat
Runnymede	22,681	19.78	3 seats	3 seats
Spelthorne	36,633	31.95	3 seats	3 seats
Surrey Heath	2,547	2.22	1 seat	1 seat
Windsor & Maidenhead	1,001	0.87	1 seat	No seat
Woking	22,049	19.23	3 seats	3 seats
TOTAL	**114,642**		**16 seats**	**15 seats**
TOTAL to 2015			**16 seats**	**17 seats**

The changes above to Elmbridge and Guildford were enacted following elections held in Autumn 2013 taking effect from 1st December 2013.

The key changes which are due to take effect in 2015 relate to Richmond-upon-Thames and Windsor & Maidenhead. To ensure these changes remain appropriate, updated outpatient data has been obtained for 2014/15 and is detailed below:

Public Constituency	New Out-Patient attendances	% of attendances against total attendance	Seats per methodology	Current seats	Diff.
Elmbridge	20,904	15.2	3	3	0
Hounslow	9,355	6.8	2	2	0
Richmond-upon-Thames	381	0.3	0	1	-1
Runnymede	30,201	22.0	3	3	0
Spelthorne	42,630	31.1	3	3	0
Surrey Heath	3,115	2.3	1	1	0
Windsor & Maidenhead	929	0.7	0	1	-1
Woking & Guildford	29,597	21.58	3	3	0
TOTAL	**137,112**	**100.00**	**15**	**17**	**-2**

The methodology used in February 2013 to assess the number of seats on the Council was:

- 15% or greater – 3 seats
- 5-15% - 2 seats
- 2-5% - 1 seat
- Less than 2% - no seats.

The analysis above based on new 2014/15 data highlights no changes to the proposed number of Council seats with a reduction post 2015 elections of two to 15 seats in total.

In accordance with this data and the methodology used to allocate seats both Richmond and Windsor & Maidenhead are due to lose their seat on the Council from 30th November.

The Council agreed in February 2013 that if the data remained the same in 2015 the Richmond-upon-Thames constituency would be merged with Hounslow with the combined constituency having two seats (a reduction of one overall). Elections to the Hounslow constituency are due in 2016 and therefore there will be no election in 2015.

The Council is asked to agree that the Richmond-upon-Thames constituency is merged into Hounslow with effect from 1st December and will be known as Hounslow and Richmond-upon-Thames.

No decision was made on which constituency Windsor & Maidenhead (W&M) would merge with at the February 2013 Council. As the data in 2015 shows W&M should still lose their seat in 2015 based on less than 2% of the Trust's new outpatient attendances deriving from this Constituency.

Only the very southern and eastern part of the W&M constituency is included in the ASPH constituency for the purposes of our membership and governor base and hence a merger with Runnymede is the most appropriate fit.

The Council is asked to agree that the Windsor & Maidenhead constituency is merged into Runnymede with effect from 1st December and will be known as Runnymede, Windsor and Maidenhead.

4. Next Steps

Governor terms: If approved the number of terms that can be served by a Governor will be revised within the Trust Constitution and presented to the Trust Board for approval.

Subsequent to Board approval the proposed change will be presented to the members at the Annual Members Meeting in July 2015.

Governor elections: Elections which are due for the Council of Governors in 2015 will be commenced in September 2015.

5. Recommendation:

The Council of Governors is asked to consider and agree whether to revise the Constitution to:

1. Increase the number of terms an elected governor can serve; and
2. Merge the constituencies of Richmond-upon-Thames with Hounslow and Windsor & Maidenhead with Runnymede.