

## **BECOMING A GOVERNOR INFORMATION SHEET**

As a Foundation Trust we are more accountable to our local population. The Council of Governors represents the interests of members and of partner organisations in the governance of the Foundation Trust (FT) and has three specific areas of responsibility:

- Advisory – providing a steer on how the FT can carry out its business in ways that are consistent with the needs of the members and the wider community.
- Guardianship – acting as guardians to ensure that the FT operates in a way that fits with its statement of purpose and ensuring that the Trust operates in accordance with its terms of authorisation.
- Strategic – advising on longer term direction so that the Board of Directors can determine its policies.

### **The Council of Governors has a number of formal responsibilities which include:**


- Appointing the Chair and Non Executive Directors (NEDs) of the Trust
- Deciding the terms of service of the Chair and NEDs
- Appointing the Trust's Auditor
- Holding the Non Executive Directors individually and collectively to account for the performance of the Board of Directors
- Providing guidance on how the Trust will undertake its business in ways consistent with the needs of the wider community
- Being consulted by the Board of Directors on the development of plans for the Trust and any significant changes to healthcare services
- Approving significant transactions
- Receiving copies of the Trust's Annual Report, Annual Accounts and Auditor's reports.
- Reviewing the constitution and governance arrangements of the Trust
- Reviewing and develop the Trust's Membership Strategy.
- Providing opportunities for Council members to be accessible to members and hearing their views and suggestions.

The Council of Governors are not responsible for the day-to-day management of the Trust, setting budgets, staff pay or other operational matters. These responsibilities belong to the Board of Directors.

The Board of Directors direct the operational management of the Hospitals and will consult the Council of Governors on the development of future plans and on any proposed substantial variation from agreed plans.

### **What is the Council of Governors?**

Our Council is currently made up of a total of 25 Governors and these individuals bind the Trust to its patients, service users, staff and stakeholders.



Governors from the Staff and Public constituencies are elected from our membership. We also have Governors appointed by key stakeholder organisations including Local Authorities, Primary Care Trusts and the Universities of Surrey and Royal Holloway.

### **Who can become a Governor?**

Anyone who is a member and is over 16 years old can stand as a Governor and you can nominate yourself. You will need to provide an election statement, a declaration of interests and a candidate's declaration to make sure you are eligible to stand.

Once elected, Governors are asked to undergo Disclosure and Barring Service (DBS) clearance.

### **Do Governors receive a salary?**

No. Governors do not receive a salary but they are reimbursed for reasonable expenses for travel.

### **How long will my appointment be for ?**

Governors are elected for three years and can stand for up to three terms.

### **What support will Governors receive ?**

The Trust will support the Governors through the Membership Office. Each Governor receives an induction to the Trust and will be able to participate in training and development.

The Chair and Board will also offer support and advice.

### **How much time is involved?**

There are four formal Council of Governor meetings each year. There are also other meetings which all Governors should attend such as: the annual meeting with the external auditors, the review of the annual strategic plan, and a number of joint meetings with the Non-Executive Directors. As a Governor you will be asked to get involved with one or more of the Governor's formal committees and other working groups which enable valuable Governor input to the Trust. You will need time to prepare for meetings by reading papers and will also need to participate in training activities.

You can expect to be invited to other events organised by the Trust as appropriate.

### **Will my personal information be made public?**

Your name and the constituency you serve will be published. However none of your contact details will be publically available. All correspondence and communications will be through the Membership Office.

Further information is available on [www.asph.nhs.uk](http://www.asph.nhs.uk) including the **Canvassing Rules**