

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
- Approving 'significant transactions' which the Trust may wish to undertake
- Receiving copies of the Trust's Annual Report, Annual Accounts and Auditor's reports.
- Reviewing and approving the constitution
- Reviewing and developing 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. Significant transactions which the Trust may wish to undertake require the approval of the Council.

What is the Council of Governors?

Our Council is made up of a total of 28 Governors; these individuals bind a trust to its patients, service users, staff and stakeholders.

Governors from the Staff and Public constituencies are elected from the membership. We also have Governors appointed by key stakeholder organisations including Local Authorities 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 Criminal Records Bureau (CRB) 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 a second term . In this specific election the term will run to 30th November 2016.

What support will Governors receive ?

The Trust will support the Governors and Council 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 of Directors will also offer support and advice.

How much time is involved?

There are four formal Council of Governor meetings each year. As a Governor you may also wish to get involved with one or more of the Governor working groups. You will need time to prepare for the meetings by reading papers and also to participate in training activities.

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 including the **Canvassing Rules**.