

AGENDA ITEM: 14

Report to: Council of Governors – 10 November 2021

Presented by: Anna Hilditch, Assistant Trust Secretary

Author: Anna Hilditch, Assistant Trust Secretary

SUBJECT: **Lead Governor Position**

Can this subject be discussed at a public Governor meeting?	Yes
If not, explain why	

This report is provided for:			
Decision	Endorsement	Assurance	Information

The purpose of this report is:

To set out the annual process to seek self-nominations from members of the Council for the position of Lead Governor.

Recommendations

Governors interested in nominating themselves to stand as Lead Governor should complete the attached Nomination Form and return this to Anna Hilditch by **Friday 26 November 2021**.

EXECUTIVE SUMMARY

It is a statutory requirement for the Trust to appoint a Lead Governor. The role of Lead Governor is for one year from the date of election and is subject to annual elections thereafter. A Governor can be reappointed as the Lead Governor for a maximum of 3 years.

All Governors are invited to express an interest in being appointed as Lead Governor; however, it is good practice for a Public Governor to hold this position by way of avoiding any potential conflicts of interest.

As well as the statutory duties, the Lead Governor at GHC will chair the Governor pre-meetings, will meet with the Trust Chair to discuss the Council of Governor agendas and work plans, will traditionally present the work of the Governors at the AGM and

will sit as a standing member on our Nominations and Remuneration Committee, reporting a summary from the meeting back to our Council of Governors meetings. More detail on the role is included as an appendix to this report. This role is fully supported administration wise.

The following attributes would be particularly appropriate for this role:

- A strong commitment to the Trust and the people who use its services, their relatives and carers
- Ability to provide leadership for and represent the views of Governors as a whole and uphold their constitutional role
- A willingness to represent the Trust as a whole (as agreed with the Chair)
- Good communication skills
- Ability to Chair meetings showing leadership in areas where views are divided
- A willingness to challenge constructively
- An ability to champion the values of the Trust

Naturally, the Governor appointed should be able to devote sufficient time to the role.

Chris Witham was appointed as Lead Governor on 21 January 2021 and will therefore complete his first full year in the role on 20 January 2022. Chris is eligible for reappointment as Lead Governor for 2 further years and has expressed an interest in doing so.

Nomination Process

The Trust's Standing Orders require the Trust to follow a set procedure:

"The Council of Governors shall appoint one of its number to act as Lead Governor, following a request for expressions of interest. Should more than one governor express an interest, a vote of governors will take place using the 'first past the post' method. The Lead Governor will be appointed by the majority vote for a period determined by the Council of Governors, and may stand for re-election as determined by the Council of Governors."

Governors interested in nominating themselves as Lead Governor should complete the attached Nomination Form and return this to Anna Hilditch by Friday 26 November 2021. (Emailed expressions of interest will be accepted).

If more than one expression of interest is received, a short report will be prepared and circulated to all Governors in early January, asking people to vote for their preferred candidate. The Lead Governor will be appointed by the majority vote. The process for conducting this vote will be clearly set out within the report. The result will be formally reported back to the Council at its 13th January meeting for approval.

Corporate Considerations	
<i>Quality implications</i>	None
<i>Resource implications:</i>	None
<i>Equalities implications:</i>	None
<i>Risk implications:</i>	The Trust is statutorily required to appoint a Lead Governor

Report authorised by:	Date:
Lavinia Rowsell	2 November 2021

Where has this issue been discussed before? Previous Council of Governor and N&R Committee meetings	
Appendix to this Paper	
Lead Governor role description Lead Governor Nomination Form	Appendix 1 Appendix 2



Gloucestershire Health and Care
NHS Foundation Trust

Role Description for Lead Governor

Role purpose

In addition to the duties of a Foundation Trust Governor, the Lead Governor acts as a means of direct communication between NHSE/I and the Council of Governors, and between the Council of Governors and the Chief Executive.

Statutory Responsibilities

- In exceptional circumstances, to provide a channel of communication between NHSE/I and Council on matters that it would be inappropriate to channel via the Board or Chair. Such direct contact with NHSE/I should only take place under the explicit direction of Council
- In exceptional circumstances, to provide a means of raising concerns with the Chief Executive, where it would be inappropriate to make such contact via the Board or the Chair. Such contact may be made via the Trust Secretary or, where appropriate, directly with the Chief Executive.

Other responsibilities

- To preside at Council for discussions relating to the remuneration of the Trust Chair.
- To be available to members of Council to discuss concerns that may arise in the discharge of their duties, where discussion with the Chair is inappropriate
- To bring collective concerns to the attention of the Chair and (if appropriate) the Board, informally or formally
- To assist Governors to understand the work of the Board, and the Board's responsibility for the management of the Trust
- To act as a link between GovernWell and the Council
- To present the Governors' Report at the Trust's Annual General Meeting
- To work closely with the Chair as required to develop the work of Council and agree agendas for meetings of the Council

Role specification

- Ability to maintain professionalism in the relationship with the Board and Trust Chair while retaining independence
- Ability to maintain the confidence of the Board and Council in dealing with issues.
- Ability to operate in a strategic role

- Ability to represent the views of fellow Governors and feed back any information provided to the Lead Governor on the Board's work in a way appropriate to the issue
- Ability to use discretion and judgement in dealing with issues brought to the Council

Eligibility

All Governors can stand as the Lead Governor, however, it is good practice for a Public Governor to hold this position by way of avoiding any conflicts of interest.

Tenure

The Lead Governor will be elected by the Council for a period of 1 year. Governors can be reappointed as the Lead Governor for a maximum of 3 years.



Gloucestershire Health and Care
NHS Foundation Trust

Lead Governor Nomination Form

Governors are invited to self-nominate for the position of Lead Governor. Following nominations, a vote will be conducted. The successful candidate will be elected to serve as Lead Governor for one year from the date of election and the position of Lead Governor will be subject to annual elections thereafter.

If you wish to nominate yourself for this position, please complete the nomination form and return to the Trust Secretary's office **by Friday 26 November 2021** (please see email address below)

GOVERNOR'S DETAILS:

Full name: **Title** (e.g. Mr, Mrs, Ms)

Constituency:

Signed: **Date:**

NOMINATION STATEMENT: In no more than 150 words, explain what skills you have and what you can bring to this role?

Please complete this form and return to:

Anna Hilditch, Assistant Trust Secretary
Gloucestershire Health and Care NHS Foundation Trust
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