



ROLE DESCRIPTION

Governor

Role title:	Governor of Camden and Islington NHS Foundation Trust (C&I)
Responsible to:	Trust Chair and the Council of Governors
Accountable to:	Members of the Foundation Trust
Remuneration:	Governors are <u>not</u> remunerated for their role, but are entitled to claim reasonable expenses incurred in connection with their duties as set out in the Trust's Constitution and the Governor Expenses and Payment Policy

“Become a Governor at C&I and help make a difference in your local community”



HIGH-LEVEL ROLE SUMMARY

This role description is designed to provide general guidance on the Governor role and does not provide an exhaustive list of all duties and responsibilities that may be undertaken, nor does it provide a complete list of all the opportunities available.

As a foundation trust, C&I is part of the NHS but is also a membership organisation. This means that anyone can become a member, so long as they are eligible, and by doing so they can help our Trust to be more accountable to the people we serve for the services we provide. Members can vote in the Governor Elections which are held periodically or even stand to become a Governor themselves. To find out more about membership, [click here](#).

Our Governors play a very important role, acting as a key link between our foundation trust members, the local communities we serve and operate in, and the Board of Directors. They act as our “critical friends” lending support and constructive challenge as appropriate whilst giving due consideration to priorities and available resources and keeping an eye on how the Trust is performing against key targets and standards.

We have two types of Governors: Elected Governors, who are elected from and by members of their respective constituencies (Service User and Carer; Public Camden, Islington and Rest of London; and Staff); and Appointed Governors, who are nominated by relevant pre-determined stakeholder partners.



Statutory Duties

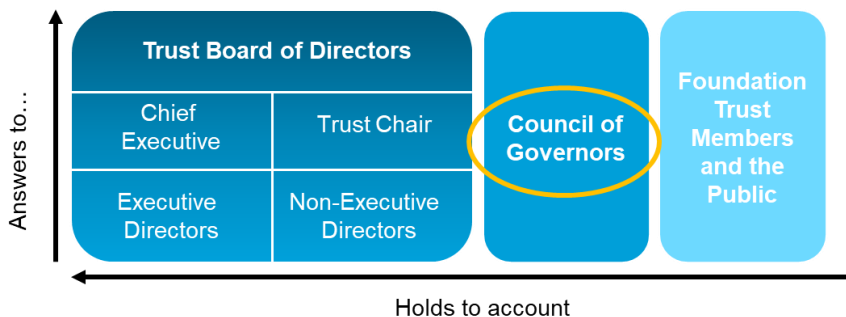
The Governor role is one established under legislation (the NHS Act 2006 and the Health and Social Care Act 2012) and therefore Governors have a number of specific legal (statutory) duties, including:

- Representing the interests of our foundation trust members and the public, working on their behalf to achieve the best possible outcomes for our service users, staff and the local community whilst acting in the best interests of the Trust.
- Holding to account the Non-Executive Directors for how well the Trust Board of Directors is managing the performance of the Trust.
- Appointing (and if appropriate removing) the Trust Chair and other Non-Executive Directors and setting their remuneration and other terms and conditions of appointment.
- Approving (or not) the appointment of the Chief Executive, the Trust's external auditors and any significant transactions, mergers and acquisitions.
- Receiving the Trust's Annual Report and Accounts and the External Auditor's report to the Council of Governors at a general meeting.

There are also a number of other duties set out in the NHS Foundation Trust Code of Governance and some duties that we can decide locally at Trust level.

Accountability

The diagram below illustrates the chain of accountability for foundation trusts, such as C&I.



[Taken from 'Your Statutory Duties: A Reference Guide for NHS Foundation Trust Governors' (2013)]

WHAT MIGHT YOU BE DOING AS A GOVERNOR?

To give you an idea of what the Governor role will look like in practice, please find below a list of some of the key things you will be required or encouraged to do or have an opportunity to:

- attend and contribute to the Council of Governors meetings (held quarterly) and be encouraged to attend one or two Governor Working Groups (held quarterly) and/or Governor Committees depending on your interests and any previous experience, skills and knowledge that you may have.
- read papers in advance of meetings so you can participate more effectively and read and respond to emails that relate to your Governor role.
- participate in training and development events during your induction but also on an ongoing basis in accordance with your needs.
- read the fortnightly Governor Newsletter which provides important updates and information relevant to Governors.
- attend informal Governor Open Meetings (held quarterly) with the Trust Chair, another Non-Executive Director and/or the Chief Executive and engage in occasional informal 'catch ups' with fellow Governors, for example ahead of meetings.



- network with the wider membership and engage in social media activity to raise your profile as a Governor so you can better represent our members and the public. You may also promote membership and governorship, and share non-confidential information about key discussions and decisions with members you represent.
- accompany Non-Executive Directors on service visits and attend public sessions of Trust Board meetings, which will help you to learn more about the organisation and its services and assist you in discharging your duty of holding Non-Executive Directors to account for the performance of the Trust Board.

The Governor role is a fantastic opportunity to help make a difference to mental health services in your local area and help ensure the Trust is more responsive and accountable to our service users and carers, the local communities, staff and stakeholder organisations. It might sound a bit daunting but rest assured that our Governors will receive all the necessary support and training and development opportunities to undertake the role more effectively.

TIME COMMITMENT

The time commitment varies depending on how much you choose to get involved over and above attending the quarterly Council of Governors meetings, which is the minimum requirement. On average, we envisage that the Governor role should take around 1-2 days per month.

ELIGIBILITY, TENURE AND HIGH-LEVEL EXPECTATIONS

As Governors are elected or appointed to public office and exercise an important governance role, you must meet certain criteria to be eligible to stand and continue to hold office. For more information, please refer to paragraphs 5 to 17 and Annex 6 of the [Trust Constitution](#).

Governors are elected or appointed for a three-year term and can serve up to a maximum of nine years. For more information, please see paragraph 15 of the [Trust Constitution](#).

You will be required at all times to act with integrity and set a positive example for the Trust and the communities you represent. You will need to comply with the Code of Conduct for Governors and other Trust policies and adhere to the Trust's cultural pillars and the Seven Principles of Public Life (see Appendix 1 and 2). The Governor role is very much an ambassadorial role and not one that should be seen as an opportunity to push forward personal agendas.

MORE INFORMATION

To find out more about the role:

- [Click here](#) to access a recording where you can hear directly from one of our long-serving Governors about their experience or refer to Appendix 3 for the link to some FAQs.
- Visit the Governor webpage on our website for other useful resources [by clicking here](#).
- Contact our Board Office by calling 020 3317 7012 or email trust.secretary@candi.nhs.uk.
- Get in touch with our Governors by email to governors@candi.nhs.uk.

Connect with us on social media so you can keep up to date with what's going on at C&I



Twitter - [@CI_NHS](#)



LinkedIn - [Camden and Islington NHS Foundation Trust](#)



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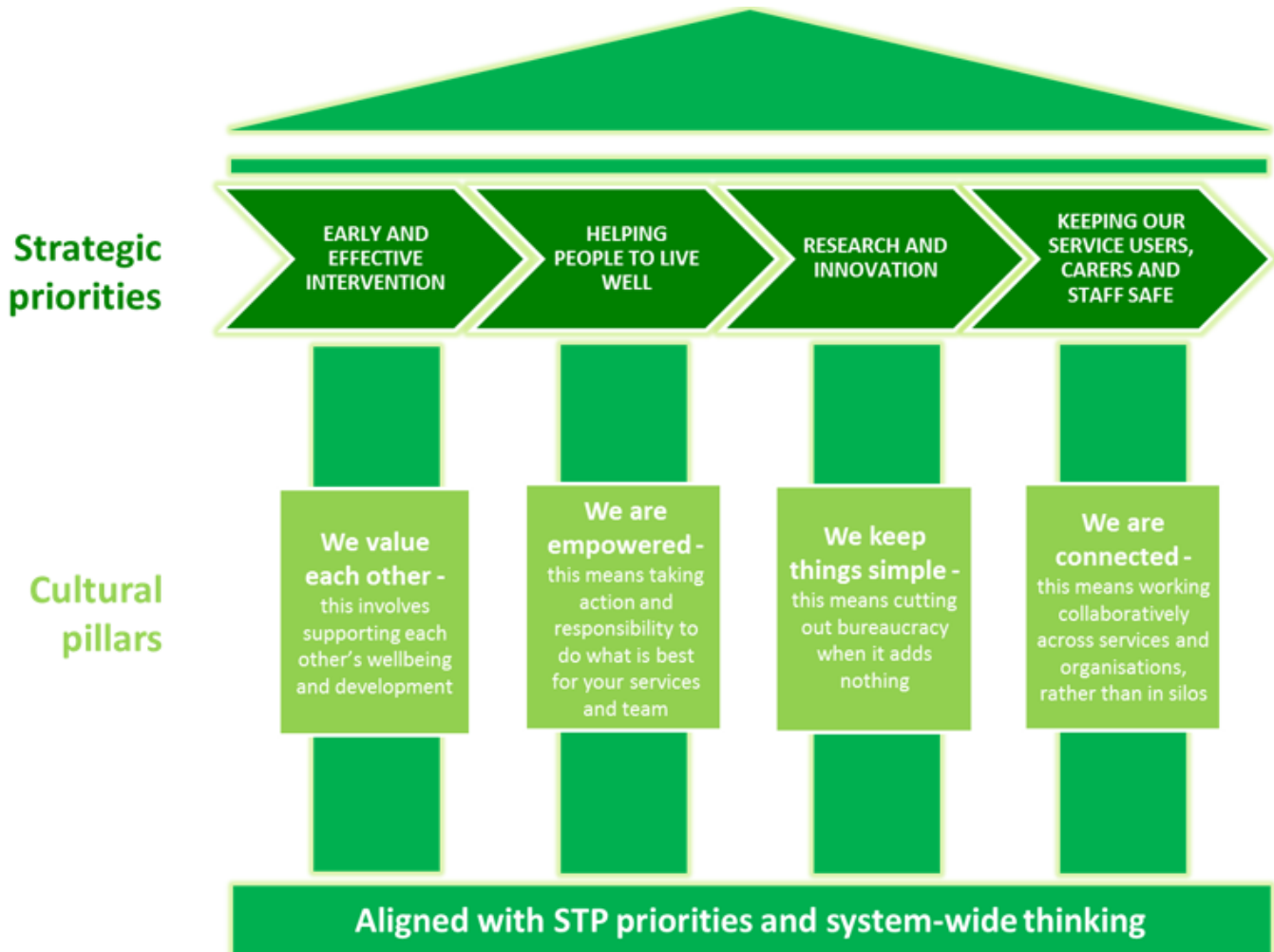


Instagram - [CI_NHS](#)

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TRUST CULTURAL PILLARS





THE 'NOLAN PRINCIPLES' - THE SEVEN PRINCIPLES OF PUBLIC LIFE

People who work in or with an NHS organisation are expected to abide by the following principles:

1.	<u>SELFLESSNESS</u> Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.
2.	<u>INTEGRITY</u> Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.
3.	<u>OBJECTIVITY</u> In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.
4.	<u>ACCOUNTABILITY</u> Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
5.	<u>OPENNESS</u> Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.
6.	<u>HONESTY</u> Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.
7.	<u>LEADERSHIP</u> Holders of public office should promote and support these principles by leadership and example.



GOVERNOR ELECTIONS – FREQUENTLY ASKED QUESTIONS (FAQs)

[Click here](#) to visit the Council of Governors webpage on our website where you can meet current Governors and find a list of frequently asked questions relating to the Governor Elections.