

Meeting Title	Council of Governors		
Date	15 October 2020	Agenda item	CGo.10.20.10

NHS Providers: Governor Advisory Committee Elections

Presented by	Jacqui Maurice, head of corporate governance		
Author	Jacqui Maurice, head of corporate governance		
Governance responsibility	Mr John Holden, director of strategy and integration		
Purpose of the paper	To advise the council of the forthcoming elections and communicate the process by which nominations should be received.		
Action required	To note		
Previously discussed at/informed by			
Previously approved at:	Committee/Group	Date	

Situation and Background

NHS Providers will be commencing its election process for members of its governor advisory committee (GAC) on Monday 2 November 2020. The closing date for receipt of nominations is Friday 18 December 2020.

Governors are asked to note that;

- The GAC is comprised of eight governors elected by our member trusts and one Chair who is a NHS Providers board member.
- Current GAC members will come to the end of their three-year terms in March 2020.
- NHS Providers will only accept nominations from councils of governors via the trust secretary/Chair, who may nominate only **one governor per trust** for election.
- Each Foundation Trust is able to nominate one Governor to stand for election **to one of eight governor positions**.
- When considering a nomination from trusts, there is a requirement that any governor standing must have **a minimum of 12 months remaining in their tenure at 1 April 2021**.

Further detailed information regarding the GAC and the election process is available on the NHS providers website at <https://nhsproviders.org/training-events/governor-support/governor-advisory-committee>

See appendix 1 from NHS providers which provides further details related to the key milestones and associated activities with regard to the election process.

See Appendix 2 for a general description of the role of the GAC.

The Council is also asked to note that our foundation trust is currently represented on the GAC by Pauline Garnett, Staff Governor Nursing and Midwifery whose current term as a GAC member runs to 30 March 2021.

Meeting Title	Council of Governors		
Date	15 October 2020	Agenda item	CGo.10.20.10

Nomination from the Council of Governors for membership of the GAC from 1 April 2021

In the first instance will those Governors who are interested in being considered as the Foundation Trust's nomination to the GAC please confirm this in writing to Jacqui Maurice, Head of Corporate Governance, no later than Monday 26 October 2020.

Where more than one nomination is received a process will be put in place, following consultation with the chairman, for the council to determine the nominee for the Foundation Trust.

Where only one nomination is received the council will be notified and asked to confirm their support (or not) for the nomination.

Recommendation

The council is asked to note the contents of the paper.

Meeting Title	Council of Governors		
Date	15 October 2020	Agenda item	CGo.10.20.10

Appendix 1



One month to go before our Governor Advisory Committee election

Good afternoon,

On behalf of NHS Providers, I am writing to notify you that there is just a month to go until the election of our Governor Advisory Committee (GAC) begins on Monday 2 November.

This committee oversees our governor support work and gives us very valuable advice on governor-specific issues. Our consistently high scoring training and networking events (96-100% satisfaction for 8 years running) and positive feedback on our e-newsletter are testimony to this.

The GAC is comprised of eight governors elected by our member trusts and one Chair who is a NHS Providers board member. You may recall that the term of office to the committee is three years, and our current committee members will come to the end of their terms in March 2021.

We are notifying you now for planning purposes so that you can discuss this with your Council of Governors in good time. When considering a nomination from your trust, please note new for this year is the requirement that any governor standing must have a minimum of 12 months remaining in their tenure at 1 April 2021 to achieve stability.

Nominations

The election process will be managed by Civica Election Services (formally known as the Electoral Reform Service (ERS)). Nominations will be sought for each of the following eight categories: an acute trust representative, a mental health trust

Meeting Title	Council of Governors		
Date	15 October 2020	Agenda item	CGo.10.20.10

representative, a community trust representative, an ambulance trust representative, a public governor representative, a staff governor representative, a stakeholder governor representative and a patient/carer/service user representative.

Where a nominating trust provides integrated services the trust may choose to which category they nominate. Nominations will only be accepted from councils of governors via their trust secretary/Chair, who may nominate only one governor per trust for election.

On Monday 2 November trust secretaries/Chairs/governor liaison staff will receive an email link from Ciara Hutchinson at Civica Election Services inviting you to nominate your council of governors preferred candidate. Within the electronic nominations portal you will be asked to add the candidates name, email, nominations category and details about your trust. You will also be asked to add a biography/statement of the nominated candidate in no more than 250 words. Once you submit your electronic nomination the system will generate a receipt to confirm your submission. Nominations will close on Friday 18 December.

Voting

You will receive a second email from Ciara Hutchinson at Civica Election Services on Tuesday 5 January 2021 inviting your trust to vote. We will use electronic voting and the single transferable vote (STV) system. All candidate statements will be available to download from the voting portal so you can review and discuss these with your council of governors. Again, trust secretaries will vote on the council of governors behalf and you will receive confirmation from the system that your vote has been registered.

Final Steps

The election will close at noon on Friday 26 March 2021 and election results will be published on our website in early April. We will invite the newly elected members to our first Governor Advisory Committee induction thereafter.

We have been fortunate in the past three years in having a GAC that has added a lot of value to our governor support programme. We look forward to achieving an equally high performing committee following this election.

Meeting Title	Council of Governors		
Date	15 October 2020	Agenda item	CGo.10.20.10

Appendix 2



Governor advisory committee (GAC) general description

What is GAC?

The governor advisory committee (GAC) is part of the NHS Providers organisation and consists of eight elected governors, two foundation trust chairs appointed by the NHS Providers board and the NHS Providers Director of development and operations.

To be eligible for election a governor must be a serving governor, nominated by their own FT's council of governors. An FT's council of governors may not nominate more than one candidate.

What does GAC do?

The primary role of the GAC is to guide the work programme of those employees of NHS Providers working on the delivery of the governor support work programme. The role of the GPB is to provide guidance and advice to oversee the work of NHS Providers in support of councils of governors. Along with fellow GAC members you will be expected to read and assimilate reports, actively contribute to discussions and work as a team. You will have excellent communication skills within and beyond the committee as you represent NHS Providers and the GAC. All GAC members are expected to work to the Standards of Public Life (Nolan Principles).

How has the previous GAC added value?

Over the past three years GAC members identified areas of positive working or concerns that facilitated debate and action e.g. new articles for our governor e-newsletter, presentations at regional workshops/conferences, participation in campaigns e.g. Volunteers Week as well as commenting on our own governor satisfaction and survey results. Members also provide feedback on our resources e.g. website navigation and content, draft guidance documents so we can continuously improve our offer.

Member updates are very useful to understand what is happening in practice e.g. mergers, hospital redevelopments and to triangulate this with our own intelligence. It has also been very helpful to understand the processes and systems foundation trusts are required to go through e.g. links with the regulators in service redesign, improvements to internal processes being made e.g. simplifying the process for governors appraising NEDs, areas of concern e.g. A&E pressures, areas of varying practice e.g. governors observing audit committees and issues that are new or hot topics in national policy or in the news e.g. Sustainability and Transformation Partnerships.

Meeting Title	Council of Governors		
Date	15 October 2020	Agenda item	CGo.10.20.10

Is there training involved?

NHS Providers provides induction training and support for elected candidates. Members will need to work effectively as a team. They will need to attend meetings, contribute to discussions, assimilate information and feedback from their experiences.

Who do GAC members represent?

Whilst members of the committee are nominated by their FTs, they are only expected to bring an informed view to the committee based on their NHS and governor experiences. They are not expected to specifically represent the interests of their trusts or their councils in this capacity

What is the time commitment?

The GAC meets formally four times a year and meetings typically take place at the NHS Providers offices in London. In addition there is often informal discussion with GAC members between meetings on a range of issues.

How much experience do I need?

NHS Providers is keen to develop a strong and active committee and potential members should consider carefully whether they can make the commitment alongside other priorities. While we have not set a limit on length of governor service, we ask that councils of governors and trust staff be mindful of nominating a governor who may be approaching the end of his/her term of office and is not considering standing for re-election.*

**with regard to election process commencing 2 November; recent communication from NHS Providers (October 2020) stipulates that any governor standing for election/re-election must have a minimum of 12 months remaining in their tenure at 1 April 2021*