**Governor Role Description**

Title: Public, Staff andPartner Governor for Medway NHS Foundation Trust

Accountable to:Medway NHS Foundation Trust and its members

Remuneration:Governors are not paid a salary, but are entitled to claim reasonable travel expenses

## Key Working Relationships

Members of the Trust, Chair of the Trust, the Board of Directors, the Senior Independent Director, the Chief Executive and the Company Secretary, Communications and Engagement staff.

## Key Duties and Responsibilities

### Statutory

As part of the Council of Governors for Medway NHS Foundation Trust you will have a number of statutory duties which include:

1. Representing the interests and views of Members of Medway NHS Foundation Trust and the local communities
2. To appoint and if appropriate remove the Chair and Non-Executive Directors
3. To decide the remuneration, allowances and conditions of employment for the Chair and Non-Executive Directors
4. To approve (or not) the appointment of the Chief Executive
5. To appoint and if appropriate remove Medway NHS Foundation Trust’s external auditors in conjunction with the Integrated Audit Committee
6. To receive the Trust’s annual report and accounts and auditor’s report
7. To hold the Non-Executive Directors to account for the performance of the Board
8. To approve significant transactions
9. To approve any application by Medway NHS Foundation Trust to enter into a merger, acquisition, separation to dissolution
10. To approve amendments to the Trust’s Constitution
11. To encourage members of the local communities to become members of Medway NHS Foundation Trust
12. To oversee the Medway NHS Foundation Trust’s Membership Strategy
13. To attend the Council of Governors meetings, Annual Members Meeting and training/development days
14. To actively engage with Medway NHS Foundation Trust members and local communities – including attending some of the regular engagement activities and events arranged by the Engagement Team
15. (for Partner Governors) To represent the interests of and report back to the appointing organisation

### Additional Duties

As part of the Council of Governors for Medway NHS Foundation Trust you would also have a number of individual duties and responsibilities to fulfil, which include:

1. To abide by the Governors’ Code of Conduct
2. To abide by the Trust’s Constitution
3. To uphold the values of the Trust
4. To comply with the Trust’s policies and procedures

As part of the role of Governor for Medway NHS Foundation Trust, the following time commitments apply:

1. Attending the quarterly Council of Governors meetings, the Annual Members’ Meeting, and any extraordinary Council of Governors meetings that are called
2. To attend any Board Committees or Interest Groups to which you are a designated attendee
3. Attending any training or development days
4. Attending engagement events and activities organised by the Engagement Team

There are also some limitations to the role of Governor for Medway NHS Foundation Trust, which include:

1. The Council of Governors cannot veto or over-rule a decision made by the Board of Directors other than as defined in paragraphs 8 and 9 above
2. The Council of Governors will not be involved in the day to day running of the Trust, setting budgets, staff pay or other operational matters
3. The Council of Governors has no role in considering the appointment or dismissal, appraisal, pay levels or conditions of services of Executive Directors
4. Governors do not raise complaints or act as advocates on behalf of individuals