

Thinking of becoming a GOSH Governor?

INFORMATION BOOKLET



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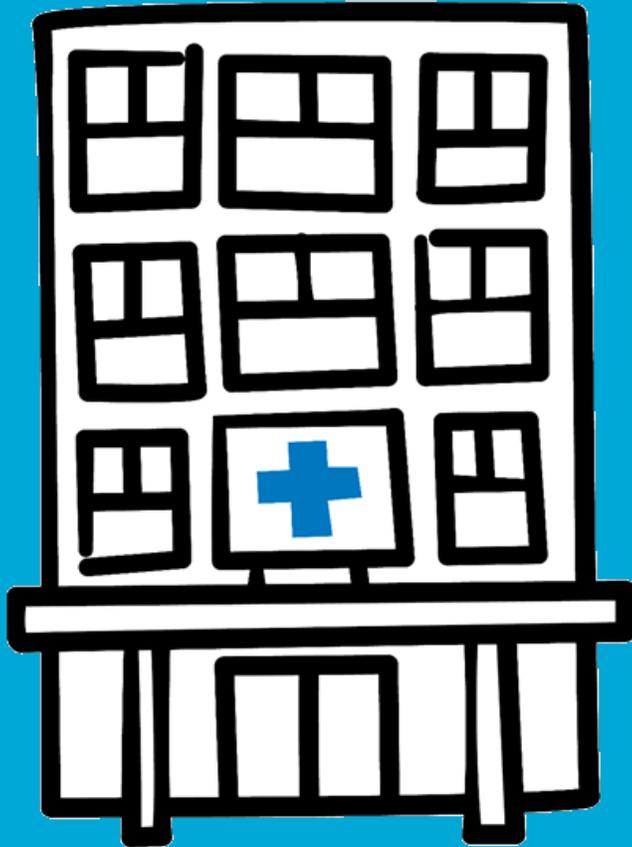


1: Introduction

By reading this booklet it is good to know that you are considering becoming a governor and we hope you find this information useful.

Great Ormond Street Hospital (GOSH) is a membership organisation called a Foundation Trust. This means people above the age of 10 can sign up to become members and help shape the way we do things at GOSH. Our members include patients and their families and carers, the general public and staff. They are involved in all sorts of activities, such as taking part in online surveys and joining discussions on how hospital services could be developed.

Some members choose to take their membership a step further by running for election to the Council of Governors. Governors act as the voice of membership and represent the membership to the Trusts Non-Executive directors, ensuring that the right questions are being asked.



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2: About GOSH

Great Ormond Street Hospital (GOSH) is an international centre of excellence in child healthcare.

Together with our research partner, the [UCL Great Ormond Street Institute of Child Health](#), we host the UK's only paediatric [National Institute for Health Research \(NIHR\) Biomedical Research Centre \(BRC\)](#).

Most of the children we care for are referred from other hospitals throughout the UK and overseas. There over 60 different [clinical specialties](#) at GOSH; the UK's widest range of specialist health services for children on one site. More than half of our patients are referred to us from outside London and a small proportion come from overseas.

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GOSH is the largest paediatric centre in the UK for:

- **paediatric intensive care**
- **cardiac surgery** - we are one of the largest heart transplant centres for children in the world
- **neurosurgery** - we carry out about 60 per cent of all UK operations for children with epilepsy
- **paediatric cancer services** including bone marrow transplants – with University College London Hospitals (UCLH), we are one of the largest centres in Europe for children with cancer
- **nephrology and renal transplants**
- children treated from overseas in our **International and Private Patient (IPP) wing**

[VIDEO LINK: GOSH a hospital designed for children](#)

The child first and always

Because we are always...

welcoming

helpful

expert

one team

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Our Always Values are the guiding principles for everything we do and assist us in delivering our ambition. They define what our patients, their families and our partners expect of us and what we should expect of each other. They were developed in collaboration with the families we care for.

3: What is a Council of Governors

The Council of Governors reflects the views of the Foundation Trust's members and is an important link between the Board of Directors and members.

The council of governors is made up of different types of governors. 

It meets formally at least four times a year in public. In addition, committees and working groups established by the Council of Governors provide governors with the opportunity to assist and advise on the work of the Trust and to develop plans for the future.

6 Patient Governors

- 3 Patients from London
- 2 Patients from Home Counties
- 1 Patient from rest of England and Wales

6 Parent and Carers Governors

- 3 Parents/carers from London
- 2 Parents/carers from Home Counties
- 1 Parents/carers from England and Wales

6 Public Governors

- 3 Public Governors from London
- 2 Public Governors from Home Counties
- 1 Public Governor from rest of England and Wales

5 Staff Governors

4 Appointed Governors

- 1 Appointed Governor from Camden Council
- 2 Appointed Governors from Young People's Forum
- 1 Appointed Governor from UCL Great Ormond Street Institute of Child Health

4: Who can be a Governor

Governors must be members of the Trust and be aged 16 years or over.

Formal qualifications are not required and support and training will be provided to help Governors carry out their role.

If you are considering standing for election you should be prepared to:

- Commit a certain amount of time (approximately one or two days a month).
- Attend meetings and present the views of the members and general public.
- Read and interpret the content of papers and reports to be able to make informed recommendations and decisions.
- Communicate with members to find out their views and concerns
- Help recruit new members by attending public and community events

Term of Office

The term of office for all Governors, elected and appointed, is three years.

Any Governor may serve for a total of 6 years if they are re-elected or re-appointed.

5: What does a governor do?

There are **two over-riding general duties** of the Council of Governors

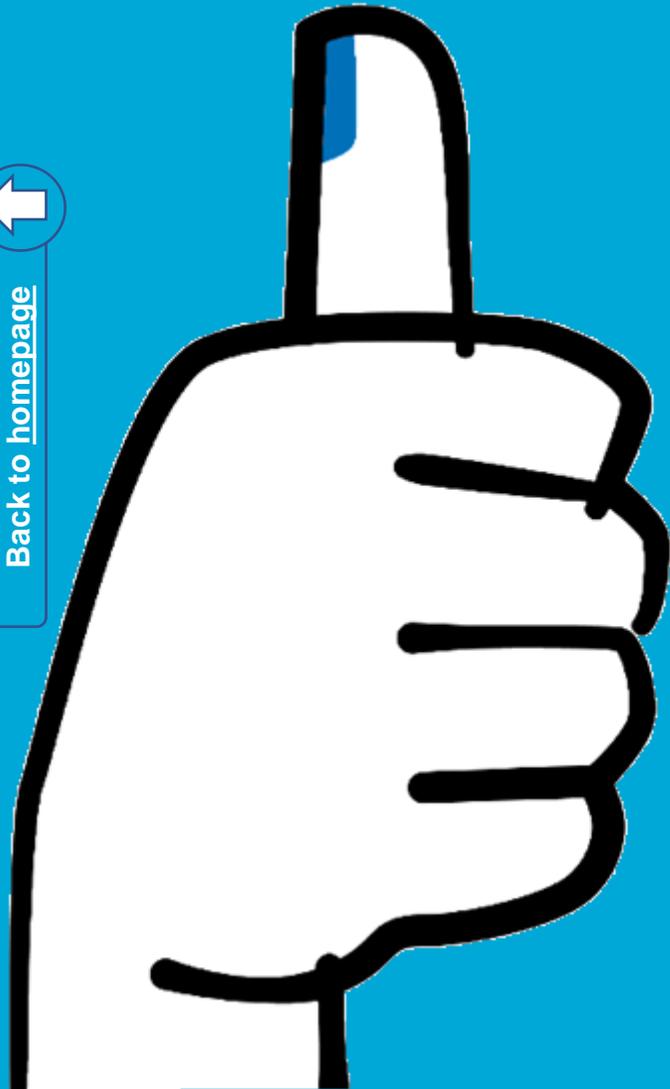
Hold Non-executive directors to account for performance of the Board

Represent the interests of foundation trust members and interests of the public at large

Other duties include

- Observe Assurance Committees and the Trust Board
- Appoint the Chair, Deputy Chair and other Non-Executive Directors
- Agree remuneration and allowances
- Approve Constitutional (the Trust's rule book) changes

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Other activities



To appoint, remove and decide upon the remuneration and terms of office of the Chair and non-executive directors



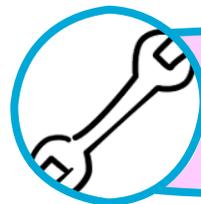
Contribute to Trust's the strategic plan



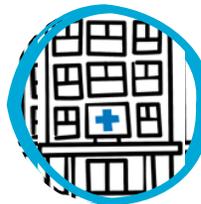
Stand as Chair of the Membership, Engagement, Recruitment and Representation Committee



Participate in recruitment panels



Appoint / remove the Trust's External Auditor



Provide feedback on the Quality Report



Approve 'Significant Transactions' like the Children's Cancer Centre



Stand as Lead Governor or Deputy Lead Governor



Attend the Annual General Meeting and review Annual report and accounts

Governors perform a range of statutory and non-statutory duties. The statutory duties are set out in the NHS Act 2006 and the Health and Social Care Act 2012.

What are the time commitments expected of Governors?

Attend four Council of Governors' meetings a year

- 14 hours

Observe at least 4 Assurance Committees per year

- 12 hours

Membership Engagement events

- 5 hours

Time to read the papers ahead of each Council meeting

- 12 hours

4 additional optional Council meetings

- 8 hours

Other GOSH activities

- 3 hours

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This equates to approximately 54 hours per year

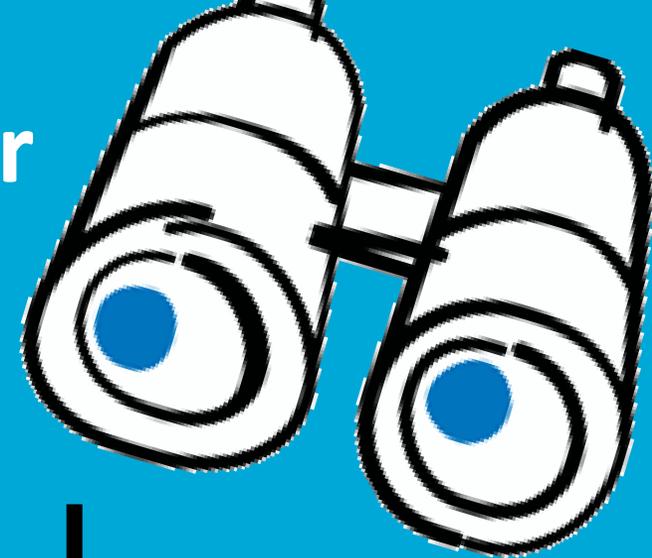
Current Governors advise:



**Time flies by!
Get involved as much as possible!**



Hear what it means to be GOSH Governor and ask questions



Tuesday 12 December 2023, 6.30pm to 7.30pm

A selection of current Governors will host an virtual workshop:

'So you want to be a Governor'

This will cover

Introduction to GOSH

The inside story from Governors

What Governors' duties mean in practice

What support is available for Governors?

Expectations of the role

Questions and next steps

Joining details for the session are available by emailing foundation@gosh.nhs.uk.

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Meetings

The Council of Governors meets formally at least four times a year. Governors may also be asked to attend meetings at other times. Most meetings take place on weekdays.

Meeting papers are topical and circulated before meeting providing time to read

All our Governors are encouraged to attend public events to raise the profile of the Trust and to help recruit new Foundation Trust members.

Induction and Training

If you are elected we will provide an induction programme and also identify what individual training and development needs you may have.

We also run externally provided training sessions and encourage Governors to attend national conferences to network with their colleagues from other Trusts.

Governors are expected to take advantage of these training and development opportunities to ensure they can be effective in their role.

Support for governors

The Corporate Affairs Office provides day-to-day support to the Governors.

This includes:

- providing a first point of contact and responding to queries
- researching information to provide Governors' with appropriate information to respond to members' queries
- authorising governors' expenses
- preparing agendas and papers for the Council of Governors' meetings and its committees
- supporting Governors at public events
- access to an online library of resources

6: Am I eligible to stand as a governor?

You cannot become a governor or continue to be a governor if:

- ✗ You cease to be a member of the Constituency or class of constituency you represent.
- ✗ You are a member of a Local Authority's Health Overview and Scrutiny Committee.
- ✗ You have been dismissed from paid employment with a health service body in the last 2 years for reasons other than redundancy or ill-health.
- ✗ You are a Director of the Trust, or a Governor, Executive Director, Non-Executive Director, Chair, Chief Executive Officer of another health service body or a corporate body whose business involves the provision of health care services or the provision of goods or services to the Trust.
- ✗ Your position as a Chair, Member or Director of a health service body has been terminated on the grounds that appointment is not in the interest of the health service.
- ✗ You have shown aggressive or violent behaviour at any Trust site and have been asked to leave, been removed or excluded from any Trust site or healthcare facility.

Continued: Am I eligible to stand as a governor?

You cannot become a governor or continue to be a governor if:

- ✗ You are an un-discharged bankrupt.
- ✗ You have made a composition or arrangement with, or granted a trust deed for your creditors and have not been discharged yet
- ✗ You have in the past five years been convicted in the British Isles of any offence and a sentence of imprisonment for a period of three months without the option of a fine was imposed.
- ✗ You are subject to a Sex Offender Order and/or your name is on the Sex Offenders Register.
- ✗ You have refused, without reasonable cause, to undertake any training which the Trust and/or the Council of Governors requires all Governors to undertake.
- ✗ You have failed to repay, without good cause, any amount of monies owed to the Trust.
- ✗ You have acted in a manner deemed contrary to the interests of the Trust.
- ✗ You have failed to sign confirming your acceptance of the Governors' Code of Conduct.

7: What you need to do next

The election process must be undertaken by an independent organisation.

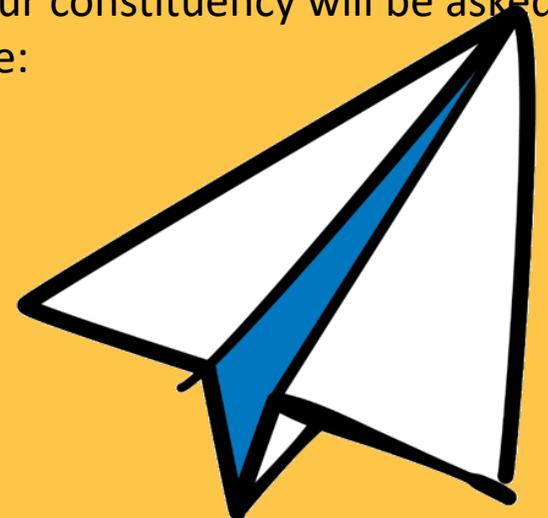
Nominations open on **Tuesday 21 November 2023** - if you decide to stand for election you can complete your nomination form online [CLICK HERE](#): or request a form from Ciara Hutchinson, Returning Officer at Civica Election Services on email ftnominationenquiries@cesvotes.com.

Alternatively you can call Ciara on 0208 889 9203.

On the form you will be asked to write a short statement about yourself and why you are standing for election. This statement will be your introduction to members, in the public domain and will help them to decide whether to vote for you.

Once you have submitted your nomination, there will be a ballot and members within your constituency will be asked to vote for their nominated governor. The election process will follow this strict timetable:

Notice of Election / nomination open	Tuesday 21 November 2023
Nominations deadline	Tuesday 19 December 2023
Voting packs despatched	Tuesday 23 January 2023
Close of election	Thursday 22 February 2024
Declaration of results	Friday 23 February 2024



8: Key dates to note if you are elected

Date	Event
1 March 2024	Start of your term as Governor
6 March 2024 1.30pm to 4.00pm	Induction date 1 Session led by the Corporate Affairs Team
16 April 2024 1.30pm to 2.00pm	Induction date 2 Session led by an external training partner
15 May 2024	Your first Council of Governors' meeting!
4 July 2024	Other Council of Governors' meeting dates
7 November 2024	

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NHS

Great Ormond Street
Hospital for Children

NHS Foundation Trust

Website:

gosh.nhs.uk/elections

Twitter:

@GreatOrmondSt

@Goshmembership



if you'd like to get in touch, please send an email to foundation@gosh.nhs.uk



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