

Becoming a Governor at the Royal Devon – Frequently Asked Questions (FAQs)

Q: Who can be a Governor?

Governors must be at least 16 years old and be a member of the Trust at the time of standing for election. Staff are automatically members if they are a permanent or contracted member of staff for a minimum of 12 months. Public members need to complete [our member application form](#).

A Public Governor must live in same constituency in which they are putting themselves forward for election.

Staff Governors must be a permanent or contracted member of staff for a minimum of 12 months (i.e. not bank workers or volunteers).

For more detailed eligibility information, please see [our information booklet](#).

Q: What does being a Governor involve?

There are a number of specific responsibilities, which are described in our [information booklet](#). Broadly speaking, the Governor role is to:

- Hold the Trust's Non-Executive Directors to account for the performance of the Board of Directors
- Represent the broad interests of NHS Foundation Trust Members and the public to the Board of Directors, making the Trust publicly accountable
- Appoint our Chairperson and other Non-Executive Directors
- Bring valuable perspectives and contributions to the activities of the Council of Governors

Q: What is it like being a Governor?

We'll let our Governors answer this question.

Take a look at the Q&As with Public Governors [Dale Hall](#), [Jeffrey Needham](#), and [Heather Penwarden](#), and Staff Governors [Simon Leepile](#) and [Jayne Westcott](#) (links to Staff Governor Q&As are only accessible for Royal Devon staff via the intranet).

Q: How much time does it take?

You should expect to attend a minimum of 10-12 meetings a year, including the Trust's Council of Governors meetings, which are quarterly.

There could be more if you take part in meetings of sub-committees, working groups and task and finish groups.

You may also be asked to attend key Royal Devon events such as the Annual Members Meeting and member engagement events.

You will need to put time aside to read papers and reflect on their content in preparation for meetings.

Staff who are considering putting themselves forward as a Staff Governor should discuss the time commitment with their line manager before submitting a nomination.

Q: What support is provided?

- We provide an induction programme for newly elected Governors. We regularly review the content of this induction, seeking feedback from our Governors to make sure it meets your needs.
- Administrative support and meeting information is provided by the engagement team and the corporate governance team.
- The Trust provides on-going updates on the NHS and what is happening at the Royal Devon
- The Governors run a mentoring scheme for new Governors.
- Opportunity for training and development days
- Occasional opportunity to attend conferences on behalf of the Royal Devon
- This is an unpaid voluntary role so there is no remuneration, but expenses for travel costs, carers costs and certain admin costs are available
- Staff who are considering putting themselves forward as a Staff Governor should seek the support of their line manager before submitting a nomination, with regard to the time commitment.

Q: Where do I find more information about the Governor role?

Please take a look at [our information booklet, Becoming a Governor at the Royal Devon.](#)

Q: If I want to be a Governor, what do I need to do next?

Submit your nomination via our election services provider, CIVICA:

Online: www.cesvotes.com/RDUH2023
Telephone: 0208 889 9203
Email: ftnominationenquiries@cesvotes.com

Text: Text 2FT RDUH and your name and address to 88802

Post:

Civica Election Services
The Election Centre
33 Clarendon Road
London
N8 0NW

As part of this you will need to:

- Write a supporting statement (250 words) – this will be reproduced exactly as submitted
- Submit a photograph
- Each candidate must have two supporters. Supporters must be a member of the same constituency to which the candidate belongs, and be a member by 2 August. Any supporters who are not members can become a member at the same time as signing the nomination form.
- Read and sign the declaration – this is very important