

July 2016

Dear Foundation Trust Member

Thank you for your continued support of your local hospitals. York has been a Foundation Trust for over eight years and through the Council of Governors the Trust has established clear processes for involving its elected and appointed Governors in oversight of its activities. Governors play an important role in the effective governance and leadership of the Trust.

The Trust is now undertaking elections for those Governors whose term of office has come to an end. The public constituencies where elections are being held include:

- City of York – two seats
- Ryedale & East Yorkshire – one seat
- Hambleton – one seat
- Bridlington – one seat
- Selby – one seat

There is also an election for a York staff Governor taking place.

At this time, there are no elections in the Scarborough or Whitby public constituencies.

We encourage members to put themselves forward as candidates for the Governor role, allowing a choice for our members in the election process. The refreshed Council of Governors will commence from the 1 October 2016.

The election process is being managed by the Electoral Reform Services (ERS) on the Trust's behalf, to ensure the processes are independent.

If you would like to stand for election to the Council of Governors you will need to complete a nomination form which is available from Thursday 14 July 2016 on request:

- By email – contact Ciara Norris on at Ciara.Norris@electoralreform.co.uk
- By telephone – contact Ciara Norris on 020 8829 8456
- By post – contact Ciara Norris at Electoral Reform Services, 33 Clarendon Road, London N8 0NW

- Online – access the Trust’s website at http://www.yorkhospitals.nhs.uk/about_us/council_of_governors/ where the form can be printed and completed.

Please note that all forms will require an original signature and photo to be included when completed and submitted to ERS.

The closing date for submission of nominations to ERS is 12 noon on Thursday 11 August 2016.

A short statement about yourself is required in your nomination, and you may nominate yourself. Guidance for completing the nomination form is set out clearly on the form itself. If you have any queries regarding the completion of the form please contact Ciara Norris at ERS on 020 8829 8456.

We would like to invite any members who are considering becoming a Governor on this occasion or in the future to arrange a meeting with Lynda Provins, the Governor & Membership Manager at the Trust, so that you can learn more about the role and commitment involved in being a Governor. Please find attached to this letter an information pack providing an overview of the role of a Governor, which we hope will be helpful to you.

The next stage of the process will be the election itself. ERS will issue ballot papers on Monday 5 September 2016 and the closing date for the election is Wednesday 28 September 2016. Details of how the voting system will operate will be sent out with the ballot papers. The results of the elections will be available from Thursday 29 September 2016.

Finally, may I thank you for taking an active interest in the Trust. Our Governors play a vital role in the formal governance and leadership of the Trust. The recruitment of effective, committed Governors is a key priority for the Trust. Please don’t hesitate to make contact with Lynda Provins, Governor & Membership Manager on lynda.provins@york.nhs.uk or 01904 725076 if you require more information or to arrange a meeting. We look forward to hearing from you.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Susan Symington', with a horizontal line drawn underneath it.

Susan Symington
Chair