

Respective roles: chair & chief executive

Chair	Chief Executive
Reports to the board of directors	Reports to the chair and to the board of directors directly
Other than the chief executive, no executive reports to the chair.	All members of the management structure report either directly or indirectly, to the CEO.
The effective running of the board of directors and council of governors.	Running the foundation trust's business
Ensuring that the board of directors as a whole pays a full part in the development and determination of the foundation trust's strategy and overall objectives.	Responsible for proposing and developing the foundation trust's strategy and overall objectives
The guardian of the board of directors' decision-making processes.	Implementing the decisions of the board of directors and its committees.
General leadership of the board of directors and the council of governors.	Provision of information and support to the board of directors and council of governors and ensuring that board of directors decisions are implemented.
Ensuring that the board of directors and council of governors work together effectively.	Facilitating and supporting effective joint working between the board of directors and council of governors.
Running the board of directors and setting its agenda.	Providing input to the board of director's agenda from themselves and other members of the executive team.
Ensuring that board of directors and council of governors agendas take full account of the important issues facing the foundation trust	Ensuring the chair is aware of the important issues facing the foundation trust and proposing agendas which reflect these.
Ensuring that the board of directors and council of governors receives accurate, timely and clear information	Ensuring that the executive team provide reports to the board of directors which contain accurate, timely and clear information.
Ensuring compliance with the board of director's approved procedures,	Ensuring, that they and the executive team comply with the board of director's approved procedures
Arranging informal meetings of the directors, to ensure that sufficient time and consideration are given to complex, contentious or sensitive issues.	Ensuring that the chair is alerted to forthcoming complex, contentious or sensitive issues affecting the foundation trust
Proposing a schedule of matters reserved to the board of directors, terms of reference for each board of directors committee and other board policies and procedures.	Providing input on appropriate changes to the schedule of matters reserved to the board of directors and committee terms of reference.
Facilitating the effective contribution of all members of the board of directors and the council of governors to ensure that constructive relations exist between executive and non-executive members of the board of directors, elected and appointed members of	Supporting the chair in their tasks of facilitating effective contributions and sustaining constructive relations between executive and non-executive members of the board of directors, elected and appointed members of the council of governors and

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the council of governors and between the board of directors and the council of governors.	between the board of directors and the council of governors.
Chairing the remuneration committee, and initiating change and succession planning in board and the appointment of effective and suitable members and chairs of board of directors committees.	Providing information and advice on succession planning, to the chair, the remuneration committee, and other members of the board of directors, particularly in respect of executive directors.
Proposing the membership of board of directors committees and their chairs.	If so appointed by the board of directors, serving on any committee.
Ensuring that there is effective communication by the foundation trust with patients, members, clients, staff and other stakeholders,	Leading the communication programme with members and stakeholders.
Taking the lead in providing a properly constructed induction programme for new directors,	Contributing to induction programmes for new directors and ensuring that appropriate management time is made available for the process.
Taking the lead in identifying and seeking to continually update the skills and knowledge, and meet the ongoing development needs both of individual directors and of the board of directors as a whole	Ensuring that the development needs of the executive directors and other senior management reporting to him/her are identified and met.
Ensure that members of the council of governors have the skills, knowledge and familiarity with the foundation trust to fulfil their role.	Ensuring the provision of appropriate development, training and information.
Ensuring that the performance of the board of directors and council of governors as a whole, their committees, and individual members of both are periodically assessed.	Ensuring that performance reviews are carried out at least once a year for each of the executive directors. Providing input to the wider board of directors and council of governors evaluation process.
Promoting the highest standards of integrity, probity and corporate governance throughout the organisation and particularly at board of directors level.	Promoting and conducting the affairs of the foundation trust with the highest standards of integrity, probity and corporate governance.
Ensuring good information from and between the board of directors, committees, council of governors and member of both and between senior management and non-executive directors, members of the council of governors and senior management.	Provision of effective information and communication systems.