

# Council of Governors Meeting

28<sup>th</sup> January 2015

(CG/15/06)

## **Council of Governors Report: Membership Development, Involvement & Communications Group Report Meeting held on 2<sup>nd</sup> December 2014**

**Status:** A Paper for Information

**History:** A regular report

*Kate Griffiths-Lambeth*  
Governor

## Council of Governors Meeting

28<sup>th</sup> January 2015

A paper prepared by Peter Allanson, Trust Secretary and Head of Corporate Affairs  
Presented by Kate Griffiths-Lambeth, Lead of MeDIC

### Membership Development, Involvement & Communications (MeDIC) Working Group Report

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#### 1. INTRODUCTION

This report provides a summary of the Membership Development, Involvement & Communications (MeDIC) Working Group meeting which took place at St Thomas' Hospital on the 2<sup>nd</sup> December 2014.

#### 2. WELCOME AND APOLOGIES FOR ABSENCE

**The meeting was attended by:** Kate Griffiths-Lambeth (Lead), Yvonne Craig Inskip, John Porter, Bryn Williams, Paula Young, Devon Allison, John Burns, Girda Niles (Non Executive Director), Peter Allanson (Trust Secretary and Head of Corporate Affairs), Sandrine Michel-Gibson (Governance Administrator), Andrea Carney (Trust Patient and Public Engagement Manager)

**Apologies were received from:** Ken Hayes, Matt Akid (Head of Media and Corporate Communication), Jason Simons, and Barry Silverman

#### 3. MINUTES

The notes of the previous meeting held on 12<sup>th</sup> June 2014 were approved as a true record.

#### 4. MATTERS ARISING

- **Dragon's Den** – the last meeting was held on 2<sup>nd</sup> July 2014  
Kate Griffiths-Lambeth and John Porter updated the group on the Dragon's den latest meeting in July. The number of submissions had increased from 50 on the first round to 70 on this second round. The staff seemed to have a better understanding of the positive outcomes their ideas would bring to the services and their users.  
Kate fed back that the use of Blue Crockery trial on the dementia ward had been successful and was to be extended to 2 more wards.
- **Annual Public Meeting stalls in Central Hall**  
Overall the group thought having a stall before the APM was helpful in raising the profile of governors and to recruit new mystery shoppers for the future. The group suggested setting up the stall in a more visible place

#### 5. MEMBERSHIP ENGAGEMENT – PPE STRATEGY TASK & FINISH GROUP 2: STAKEHOLDER ENGAGEMENT MECHANISMS, POLICIES AND COMMUNICATIONS

Andrea Carney gave a brief description of the PPE Strategy task and finish groups. Following events organised around the strategy 3 groups have been set up to carry out work to implement it. The report provided to the group highlighted the role of the Task and

Finish Group 2 which focussed essentially on the different ways of engaging with stake holders and especially members. Bryn Williams had undertaken an analysis of the current membership compared to the profile of the local population. This could support MeDIC in its membership involvement and engagement work.

Andrea was invited to update progress at the next meeting in February 2015.

## **6. COUNCIL OF GOVERNORS ELECTIONS 2015 – THE NEW MODEL ELECTION RULE**

Peter Allanson briefed the group on the new model election rule introducing e-voting which the Trust would hope to use for the 2015 elections. He explained that the Constitution would need to be updated to include the new model. The revised Constitution would be submitted to the Council of Governors at their next meeting and to the members at the Annual Public Meeting for approval. The group was assured that the Trust would be able to use e-voting for the next elections provided governors approves the change in January.

The Group endorsed the proposal.

## **7. THE NEW MEMBERSHIP LEAFLET**

Sandrine Michel-Gibson presented the latest draft of the new membership leaflet and welcomed comments from the group. The governors agreed that the new version was an improvement to the current leaflet but more work needed to be carried out.

Yvonne Craig Inskip made a list of suggestion which would help shaping the leaflet.

**Action:** Yvonne to send the list to Sandrine

## **8. HEALTH SEMINARS**

The Group noted the latest report which included a list of topics for 2015 Health Seminars.

**Action:** governors to forward other topics they would like to be covered at the seminars to Governance Administrator.

## **9. BOARD ACCOUNTABILITY SESSION – 3<sup>rd</sup> DECEMBER**

The Trust Secretary and Head of Corporate Affairs reminded the governors that an accountability session would be held on 3<sup>rd</sup> December. As for the June session, in order to facilitate the debates he encouraged the governors to submit their questions to the Board before the session.

## **10. ANY OTHER BUSINESS**

None noted

## **11. DATE AND TIME OF THE NEXT MEETING**

The next meeting will be held on 17<sup>th</sup> February 2015, 5.30pm – 7.00pm in the Seminar Room 2 at Education Centre at York Road.

## **12. RECOMMENDATION**

**The Council of Governors is asked to note this report.**

**Kate Griffiths-Lambeth  
Governor**

**December 2014**