

**Governors Council
Membership Committee**

Notes from Meeting held on Friday 20th July 2007

Present: John Hemming – **Chairman**
Sue Allen – Appointed Governor
Dennis Cave – Appointed Governor
Ian Fox - Public Governor
Victoria Mason – Public Governor
Russell Allen – Public Governor
Gillian Pope – Public Governor
Rachel Hulse – Staff Governor

In attendance: Ann Filby – Foundation & Communications Manager

Apologies: Tracy Moyse - PA
Sue Meecham – Public Governor

Non attendance: Allison Bester – Staff Governor
Neville Sanderson – Public Governor

MINUTES	ACTION
<p>1. Welcome and Apologies for Absence Apologies noted as shown.</p> <p>2. Declaration of Interests There were no interests to declare.</p> <p>3. Minutes of Previous Meeting . Minutes agreed and signed as a true record of events.</p> <p>4. Matters Arising Item 4 – Ann confirmed that amendments to the membership strategy had formed part of the Annual Plan submitted to Monitor in May. Item 8 – Ann to discuss constituency area with Dennis Cave after the meeting. Item 6 – Future meeting dates – to follow in the next week or so for all meetings. Item 8 – PPIF – Ann reported that she had discussed this with the Foundation Trust Network and some other Trusts, most of whom did not have a particularly active PPIF. Discussed the PPIF/LINKs and the likely gap between termination of one and the new organisations being set up. The Chairman felt that as a Foundation Trust we should be promoting use of our members. He was keen to do a survey of all patient groups and see how we can link them back to the roles of governors and members of the Trust. Gill Pope suggested that Governors should be doing what the PPIF do and go round wards. However, a precise set of measures would be required if governors planned to report back formally.. To be considered further to ensure</p>	<p>AF</p>

MINUTES	ACTION
<p>we are ready to take this forward by the end of the financial year. Item 9 – Mobile phone policy – Any additional detail would be included in the next Governors News.</p> <p>5. Membership Strategy Action Plan Ann reported on the FT Network event she attended with the Chairman at the House of Commons, where their report on FTs' progress so far was launched. She had managed to network with a number of different Trust governors and brought some contacts back, particularly for the staff governors. There is wide variation in the success of engagement with members, but the FTN report does recognise that although legislation states the role of a governor, in practical terms, this is less clear. It is up to individual Trusts to set up what works for them.</p> <p>The Chairman reported on the Wider Governance conference attended. He would be sending our success criteria to the FTN for use.</p> <p>The meeting went through the action plan in detail, and amended it accordingly. It is attached for presentation to the next Governors Council to highlight the good work that is being undertaken, particularly with the Portuguese community and young people.</p> <p>The list of organisations from the consultation process in 2004 will be circulated to all governors for them to add to. This is to enable the process of engagement with members to begin in earnest. It is an essential part of the governors' work for this year as outlined in Monitor's Code of Governance, so the Trust can demonstrate how members' views are being taken account of in the future planning of the Trust.</p> <p>6. Any Other Business</p> <p>Smoking: There was discussion on the smoking outside the front of the hospital, but recognition that anyone raising this with smokers was likely to be verbally abused. The situation is getting better during periods of good weather, but when it is raining, smokers tend to shelter under the canopy at the front of the hospital. A difficult issue to resolve.</p> <p>7. Date, time and venue of next meeting Dates and venues to follow.</p>	<p>AF/JH</p> <p>AF</p> <p>AF</p>

Signature _____

Date: _____

Mr John H Hemming
Chairman