

From: Jamu Patel, Committee Chair
To: Council of Governors
Date: 12 March 2020
Subject: Communications and Engagement Committee Report

1.0 Purpose of the Report

1.1 To update the Council on the work of the Communications and Engagement Committee.

2.0 Background

2.1 The Communications and Engagement Committee has been established to carry out specific duties on behalf of the Council, including reviewing the Trust's Membership Strategy and communications with members and among Governors.

2.2 The core membership of the Committee is as follows:

- *Joseph Croft, Staff Governor*
- * Caroline Diehl, Hackney Public Governor*
- Carol Ann Leatherby, Newham Public Governor (apologies)
- * Beverley Morris, Hackney Public Governor*
- * Jamu Patel, Luton Public Governor (Committee Chair)*
- * Felicity Stocker, Bedford Public Governor*
- Ernell Diana Watson, Newham Public Governor (apologies)
- * Aidan White, Newham Public Governor*
- * Keith Williams, Luton Public Governor*

* = in attendance on 17 February 2020

Apologies are only recorded for core members of the Committee.

2.2 The Committee met on 17 February 2020. In addition to the core members, also attending were Dawn Allen (Public Governor Bedford), Obayedul (Arif) Hoque (Public Governor, Tower Hamlets), Suzana Stefanic (Public Governor, Central Bedfordshire), and Norbert Lieckfeldt, Corporate Governance Manager (minutes). Cathy Lilley (Associate Director of Corporate Affairs) sent apologies.

2.3 The Communication and Engagement Committee meetings are open to all Governors. Those Governors who are not core members but wish to attend should notify the Membership Office in advance.

3.0 17 February 2020 Meeting: Key Decisions and Discussions

3.1 Governors Communication Guide

3.1.1 An initial discussion around the update of the Membership Plan highlighted concerns and uncertainty about the Governors' interaction with, and accountability towards, members and the wider public.

3.1.2 The Committee **AGREED** to set up a Task and Finish group to develop a Communications Plan/Guide for the Council on its communications with members,

the wider public and the wider Trust.

3.1.3 The Committee proposes to submit the plan to the Council at its meeting in July 2020.

4.0 Forward Plan

4.1 The Committee agreed to revise their previous forward plan in light of the proposed Task and Finish group. Future items to be revisited are

- Governor Communications Guide
- Design Membership Review
- Information Feedback Loop (inc informing Governors of Trust developments)
- Review results of Membership Survey
- Membership Strategy/Framework (inc feedback from PPC)
- Dec 2020: Annual Review of Committee effectiveness
- Review Governor election 2020 literature
- Review Annual Plan Meetings
- Review Stakeholder Lunches and Annual Members Meeting

5.0 Action Being Requested

5.1 The Council of Governors is asked to **RECEIVE** and **NOTE** the report.