

To: Council of Governors
From: Jamu Patel, Committee Chair
Date: 10 September 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
- * Beverley Morris, Hackney Public Governor
- * Jamu Patel, Luton Public Governor (Committee Chair)
- * Felicity Stocker, Bedford Public Governor
- * Ernell Diana Watson, Newham Public Governor
- * Aidan White, Newham Public Governor
- * Keith Williams, Luton Public Governor

* = in attendance on 30 July 2020 (Apologies: Joseph Croft)

Apologies are only recorded for core members of the Committee.

2.2 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.

2.3 The Committee met on 30 July 2020. In addition to the core members, also attending were Janet Flaherty (Head of Communications), Suzana Stefanic (Public Governor, Central Bedfordshire), Norbert Lieckfeldt, Corporate Governance Manager (minutes).

Cathy Lilley (Associate Director of Corporate Governance) sent apologies.

3.0 30 July 2020 Meeting: Key Decisions and Discussions

3.1 Communications Task and Finish Group

- 3.1.1 As a result of the work of the Task and Finish Group, the Committee **AGREED** to propose to the Council the inclusion of an insert to TrustTalk where Governors are offered an opportunity to update their local membership of any development and their activities. **ACTION:** NL to identify additional cost, process and start date.
- 3.1.2 The Committee **AGREED** to draft a Governor Communications Guide. **ACTION:** Caroline Diehl to draft a guide.
- 3.1.3 Some of the Governor uncertainties raised in discussion will be reflected in future governor development sessions and through added emphasis on certain aspects in the Governor Induction programme. **ACTION: NL**

4.0 Forward Plan

4.1 Future items to include:

- Membership Strategy Review
- Information Feedback Loop (inc informing Governors of Trust developments)
- Review results of Membership Survey
- Dec 2020: Annual Review of Committee effectiveness
- Review Governor election 2021 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.