

**Report To 14th January 2014 Council Of Governors Meeting From
Membership And Governance Sub Group**

M&G met on **11th November 2013**. Key points arising from this meeting were:

- It was agreed that a plan to highlight to Staff and Service User FT members the potential benefits of Credit Unions would be available by Christmas, with publicity taking place in early 2014.
- The Sub Group was pleased to note that the overall membership target for 2013/14 had now been reached and expressed its thanks to, in particular, Tracey Davies, Membership Officer for her hard work in supporting this achievement.
- It was agreed that all governors would be invited to comment on the Trust's existing Membership Strategy as well as a separate version recently developed by Katherine Bennett who is a FT member. An updated Strategy would be presented to the January 2014 M&G meeting for discussion, prior to formal consideration and endorsement by the full Council at its March 2014 meeting.
- The Sub Group agreed to receive assurance that the Trust had considered and was acting upon the recommendations contained in the national report "A Review of the NHS Hospitals' Complaints System: Putting patients back in the picture". It was agreed this assurance would be available at its next meeting.
- The Sub Group asked the Company Secretary to produce draft guidelines which were designed to provide advice to Governors on how they should respond to issues raised with them pertaining to individual patients or staff.
- The Sub Group held exploratory discussions on how to engage with out of county services e.g. Prison services, Bedford Drug and Alcohol services. It was agreed that (one of the) Service User Governors would be approached in the first instance to discuss ways of engaging with Service Users of the Trust's out of county services.

M&G met on **29th November 2013** to specifically discuss the draft Significant Transactions Policy. Key points arising from this meeting were:

- The Finance Director and Company Secretary presented suggested revisions to the existing draft Policy which had been referred to M&G by the Council of Governors at its September 2013 meeting

- The revisions focused on extending the number and type of criteria and lowering the financial thresholds which would trigger Governor engagement, either through discussion or engagement, on significant or other transactions
- The Sub Group endorsed a set of revisions to the draft Policy
- An updated Policy will be presented to the Board of Directors and Council of Governors at their January and March 2014 meetings respectively.

Paul Martin
Company Secretary
On behalf of the Membership & Governance Sub Group
11 December 2013