

Meeting Title	Board of Directors		
Date	16 November 2023	Agenda item	Bo.11.23.22

FT Membership Plan 2023/24 – Progress report

Presented by	Laura Parsons, Associate Director of Corporate Governance/Board Secretary		
Author	Jacqui Maurice, Head of Corporate Governance and Katie Shepherd, Corporate Governance Manager		
Lead Director	Matthew Holden, Director of Finance		
Purpose of the paper	To advise the Board of progress with regard to the delivery of the Membership Plan 2023/24		
Key control	N/A		
Action required	For information		
Previously discussed at/ informed by	Membership Plan Delivery Group on 12 June 2023 and 29 September 2023		
Previously approved at:	Academy/Group	Date	
	Board of Directors (Membership Plan)	November 2021	
	Board of Directors (Revised Membership Plan, Objectives and Ambitions)	May 2023	

Background and Situation

1. Background

Three core themes form the basis of the Membership Plan (originally approved by the Board in November 2021):

- Engagement/Involvement
- Communication
- Recruitment

The objectives set within the plan and the subsequent actions are centred on the above themes.

2. Membership Plan Objectives and Ambitions for 2023/24

The Membership Plan Delivery Group recommended to the Board that the core themes and objectives identified within the Membership Plan 2022/23 should roll over into 2023/24 and that the following two ambitions should be retained for 2023/24:

- Recruit more new members from the Keighley public membership constituency (target to achieve is 100)
- Recruit more new members aged between 16 and 22 (target to achieve is 100)

These were approved by the Board in May 2023.

3. Membership Plan Delivery Group (Monitoring and Evaluation)

In approving the Membership Plan in November 2021 the Board also approved the establishment of a Membership Plan Delivery Group to oversee the delivery of the plan.

The membership of the Group currently comprises:

- Julie Lawreniuk, Non-Executive Director
- Khalid Choudhry, Public Governor Keighley
- Raquel Licas, Staff Governor Nursing and Midwifery
- Kursh Siddique, Public Governor Bradford East
- Kez Hayat, Head of Equality, Diversity and Inclusion, Human Resources
- George Reynolds, Patient and Public Engagement Officer

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Members of the Corporate Governance team provide support to the Group and manage the delivery of the actions.

During 2023/24 the Group has met on 12 June 2023 and 29 September 2023.

4. Progress report on the delivery of the Membership Plan 2023/24

The following documents last reviewed by the Membership Plan Group at their meeting on 29 September are attached as follows.

- The Membership Plan complete with the action log is attached at [Appendix 1](#).
- The Overview on Activity: Membership Activity Analysis - September 2023 is attached at [Appendix 2](#). This includes a supplementary appendix (2a) containing the 'staff poll' results.
- BTHFT Foundation Trust Membership Profile: September 2023 is attached at [Appendix 3](#).

A summary of the key highlights with regard to activity undertaken in the reporting period is highlighted below:

- [Governor engagement stands, BRI concourse](#) - so far this year four engagement stands, led by Governors and supported by the Corporate Governance team, took place on 12 April, 10 May, 12 July and 13 September.
- [Direct requests to NED/Governors to encourage younger members to join](#) - this was requested at the Council meeting in July 2023 under the reporting covering the membership plan.
- [Generation Medics launch event \(14 September 2023\)](#) - Generation Medics is an organisation run by NHS clinicians to encourage and help young people access careers in healthcare. Members of the Corporate Governance team attended this event to promote Governors and Membership.
- [Membership communications](#) - The monthly membership communications continue to be circulated.
- [AGM/AMM \(15 November\)](#) - promotion of the event has been included in the membership monthly communications email. The Governor video produced to support the AGM/AMM will also be used to support future Governor elections.
- [Governor election materials](#) - the next elections process will launch at the end of January 2024. This has been flagged with our members. The election materials are now being updated and will be circulated widely.
- [Staff Poll held in June/July 2023](#) - at the Thrive Leadership conference held in June 2023 approximately 80 members of staff signed up to join a 'small consultation group' for our staff governors to engage with. Following the Thrive event a short survey was undertaken which was completed by 60 staff. Discussions will take place with Staff Governors towards the end of November on the subjects they would wish to engage on with staff.

With regard to the achievement of the Membership Plan Ambitions:

- [Ambition 1](#): Recruit more new members from the Keighley public membership constituency (target to achieve is 100).

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We currently have 0 new members who have joined the Keighley constituency since the last report to the Membership Plan Group in June. This position is disappointing however there are plans to focus on recruitment within the Keighley constituency as part of the elections campaign being planned for the new year.

- Ambition 2: Recruit more new members aged between 16 and 22 (target to achieve is 100).

We currently have 13 new members aged between 16 and 22. We are aiming to increase this figure following the increased engagement with the Trust's Widening Participation Team and further engagement with Generation Medics.

5. Conclusion

It is expected that the outcomes from the engagement planned with regard to Ambitions 1 and 2 are expected to occur in the last quarter (January to March 2024) following our engagement work in relation to the impending Governor elections and, further development of our links with the Widening Participation Team and Generation Medics. The Membership Plan Delivery Group will also continue to work with the Corporate Governance Team to explore other avenues of engagement to support the achievement of our ambitions.

Recommendation

The Board is asked to note the update with regard to the delivery of the Membership Plan 2023/24.

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Risk assessment						
Strategic Objective	Appetite (G)					
	Avoid	Minimal	Cautious	Open	Seek	Mature
To provide outstanding care for our patients, delivered with kindness				g		
To deliver our financial plan and key performance targets				g		
To be one of the best NHS employers, prioritising the health and wellbeing of our people and embracing equality, diversity and inclusion					g	
To be a continually learning organisation and recognised as leaders in research, education and innovation				g		
To collaborate effectively with local and regional partners, to reduce health inequalities and achieve shared goals					g	
<i>The level of risk against each objective should be indicated. Where more than one option is available the level of risk of each option against each element should be indicated by numbering each option and showing numbers in the boxes.</i>	Low		Moderate	High	Significant	
	Risk (*)					
Explanation of variance from Board of Directors						
Agreed General risk appetite (G)						

Benchmarking implications (see section 4 for details)	Yes	No	N/A
Is there Model Hospital data relevant to the content of this paper?	<input type="checkbox"/>	<input type="checkbox"/>	x
Is there any other national benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input type="checkbox"/>	x
Is the Trust an outlier (positive or negative) for any benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input type="checkbox"/>	x

Risk Implications (see section 5 for details)	Yes	No
High Level Risk Register and / or Board Assurance Framework Amendments	<input type="checkbox"/>	x
Quality implications	<input type="checkbox"/>	x
Resource implications	<input type="checkbox"/>	x
Legal/regulatory implications	<input type="checkbox"/>	x
Equality Diversity and Inclusion implications	<input type="checkbox"/>	x
Performance Implications	<input type="checkbox"/>	x

Regulation, Legislation and Compliance relevance
NHS England: (please tick those that are relevant)
<input type="checkbox"/> Risk Assessment Framework <input type="checkbox"/> Quality Governance Framework
X Code of Governance x Annual Reporting Manual
Care Quality Commission Domain: Well Led
Care Quality Commission Fundamental Standard: Good Governance
NHS England Effective Use of Resources: Choose an item.
Other (please state):

Relevance to other Board of Director's academies: (please select all that apply)			
People	Quality & Patient Safety	Finance & Performance	Other (please state)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>