

Meeting Title	Council of Governors		
Date	2 February 2024	Agenda item	CGo.2.24.10

FT Membership Plan 2023/24 – Progress report

Presented by	Jacqui Maurice, Head of Corporate Governance		
Author	Jacqui Maurice, Head of Corporate Governance and Katie Shepherd, Corporate Governance Manager		
Lead Director	Mel Pickup, Chief Executive Officer		
Purpose of the paper	To advise the Council of progress regarding the delivery of the Membership Plan 2023/24		
Key control	N/A		
Action required	For discussion		
Previously discussed at/ informed by	Membership Plan Delivery Group on 12 June 2023, 29 September 2023 and 11 December 2023 Board of Directors on 16 November 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, 29 September 2023 and 11 December 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 11 December are attached as follows. *The Council is asked to note that all documents considered at the Membership Plan Delivery Group are available for review by the full Council in the Governor Reading Room via the Team Engine site.*

- The 'Membership Plan and Ambitions 2023/24' (complete with the action log) is attached at [Appendix 1](#).
- The 'Overview on Activity - Public and Patient Activity Analysis' as at December 2023 is attached at [Appendix 2](#).
- BTHFT Foundation Trust Membership Profile: December 2023 is attached at [Appendix 3](#).

A summary of the key highlights with regard to activity undertaken since the last report to the Council on 20 July 2023 are listed below:

- [Governor engagement stands, BRI concourse](#) - engagement stands, led by Governors and supported by the Corporate Governance team, took place on 12 July and 13 September 2023. A review of the sessions has taken place and from 2024 these will be delivered in tandem with other key trust services (FTSU and the Trust's Widening participation Team). The date for resuming these will be confirmed shortly.
- [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.
- [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 members.
- [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. Further engagement is planned to support young people and others within our communities into membership.
- [Membership communications](#) - The monthly membership communications continue to be circulated and are available [here](#) on the website. A new Staff Governor communication has been developed and was circulated via global email in December 2023. Regular quarterly staff governor communications will be circulated following the Council meetings. A survey will be circulated to the staff consultation group for feedback on the bulletin.
- [AGM/AMM \(15 November\)](#) - promotion of the event was included in the membership monthly communications email and a number of our members joined us at the event. The Governor video produced to support the AGM/AMM and which is available [here](#) will also be used to support our Governor elections.

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- Governor election materials - the next elections process will launch on 9 February 2024. This has been communicated to our members. The election materials have now been updated and will be available on our dedicated elections site which will be accessible from 9 February 2024.

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).*

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 during the elections campaign.

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

In September 2023 the report to the Membership Plan Development Group identified 13 new members within the target age group. In December 2023 this figure had fallen to 10 new members aged between 16 and 22. It is expected that following further engagement with the Generation Medics Team and the BTHFT Widening Participation Team we hope to see an increase in these figures.

5. Conclusion

It is expected that the outcomes from engagement activities 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, the 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.

The Board received a bi-annual update report on progress in relation to the Membership Plan on 16 November 2023. At that meeting the Board noted the update provided and agreed that the Council of Governors should lead on oversight of the Membership Plan with support provided from the Board as and when required.

Recommendation

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