

## Council of Governors: Summary Sheet

**Title of Paper:** Refresh of Trust's Membership Strategy

**Presented By:** Margaret Saunders, Director of Corporate Governance (Board Secretary)

<b>Action Required:</b>	<b>For Information</b>	<input checked="" type="checkbox"/>	<b>For Ratification</b>	<input type="checkbox"/>	<b>For a decision</b>	<input type="checkbox"/>
	<b>For Feedback</b>	<input checked="" type="checkbox"/>	<b>Vote required</b>	<input type="checkbox"/>	<b>For Receipt</b>	<input type="checkbox"/>

To which duty does this refer:

Holding non-executive directors individually and collectively to account for the performance of the Board	
Appointment, removal and deciding the terms of office of the Chair and non-executive directors	
Determining the remuneration of the Chair and non-executive directors	
Appointing or removing the Trust's auditor	
Approving or not the appointment of the Trust's chief executive	
Receiving the annual report and accounts and Auditor's report	
Representing the interests of members and the public	X
Approving or not increases to non-NHS income of more than 5% of total income	
Approving or not significant transactions including acquisitions, mergers, separations and dissolutions	
Jointly approving changes to the Trust's constitution with the Board	
Expressing a view on the Trust's operational (forward) plans	
Consideration on the use of income from the provision of goods and services from sources other than the NHS in England	
Monitoring the activities of the Trust to ensure that they are being conducted in a manner consistent with its terms of authorisation and the constitution	
Monitoring the Trust's performance against its targets and strategic aims	X

### How does this item support the functioning of the Council of Governors?

The Council will be fulfilling its responsibility under paragraph 2.1.11 of the Council of Governors Standing Orders, Annex 7 of the Trust's Constitution.

**Author of Report:** Sam Stoddart

**Designation:** Deputy Board Secretary

**Date:** July 2018

## SUMMARY REPORT

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**Report to:** Council of Governors

**Date:** 26 July 2018

**Subject:** Refresh of the Trust's Membership Strategy

**Author:** Sam Stoddr, Deputy Board Secretary

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### 1. Purpose

<i>For approval</i>	<i>For a collective decision</i>	<i>To report progress</i>	<i>To seek input from</i>	<i>For information/assurance</i>	<i>Other (Please state below)</i>
			x		

### 2. Summary

It is the responsibility of the Trust to set the membership strategy in discussion with the Council of Governors, but it is the responsibility of the Council of Governors to support its implementation and review the strategy at regular intervals.

The Strategy outlines how the Trust plans to benefit from its membership. Communicate with and engage its members, make sure the membership is reflective of Sheffield's diversity and identify how members can become involved with the Trust.

### 3. Next Steps

The strategy was last reviewed in 2016 and is therefore due for a further refresh. A meeting has been scheduled for **Wednesday 15<sup>th</sup> August from 1.30pm to 3.00pm** in room 107 on the first floor of the Tower Block at Fulwood. Following its refresh, the strategy will be presented to the Council of Governors and Board of Directors.

### 4. Required Actions

Governors are asked to participate in this meeting to help review and refresh the membership strategy.

### 5. Monitoring Arrangements

It is the responsibility of the Director of Corporate Governance (Board Secretary) to ensure that the Trust has a membership strategy in place.

### 6. Contact Details

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