

COMMUNICATIONS AND MEMBERSHIP COMMITTEE TERMS OF REFERENCE

Purpose:

The committee is a committee of the Council of Governors.

The Committee has authority to develop and oversee the implementation of a Communications and Membership Strategy for the Trust on behalf of the Council.

The Communications and Membership Committee will:

In consultation with the Director of Human Resources and Corporate Affairs and the Director of Communications and the Trust's Membership Manager contribute to the development of a Communications and Membership Strategy for approval by the Council of Governors;

Contribute to the development and maintenance of

- a Communications and Membership Recruitment and engagement Plan,
- Communications and Membership Strategy Implementation Plan, overseeing and assisting in its implementation;

Contribute to the production of the Membership Magazine;

~~Provide regular reports to the Council on such progress against plans.~~

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~~The Committee will make recommendations to the Council of Governors on the Communications and Membership Strategy.~~

Develop proposals for membership engagement and engagement with the wider public;

Monitor and analyse feedback and communications received from the membership and wider public and provide reports to the Council;-

Make recommendations as necessary to the Council and make regular reports to the Council on progress against plans.

Membership:

Lead: Brian Glew (Chairman)
Philip Bull
Paul Durkin
Michael Lyons
Eunice Lyons-Backhouse
Junetta Whorwell
Matt Williams

Link NED: Richard Earland

Quorum:

The Committee shall be quorate when at least four Governors are present.

Structure and Frequency of Meetings:

Meetings of the Committee will be held on a bi-monthly basis.

The committee will be supported administratively by the Corporate Secretariat and receive advice from the Communication and Membership Department, the Director of HR/Corporate Services and the Trust Secretary.

The Committee will elect one of its members as a Chair.

Proposed – May 2015 Committee Mtg