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Dear Kingsley

**Ref: Possible Cost Containment in the Trust**

Since becoming a member of the Governor's IPC (Working group) committee and attending my first Trust IPC committee I have become increasingly concerned about the number of committees (Cleanliness Audits : Matrons Forum : Matrons IPC Committee : IPC Communications committee + the Trust committee itself) involved in this one area of the Newcastle Trust's organisation. The amount of resources used up by these meetings in time by the number of staff involved; by the amount of paperwork created (eg minutes, reports etc.); the time required by staff to read and react to any actions involved needs to be questioned as to value and cost.

Whilst this is only one aspect in one area of the organisation I suspect that there are many other similar areas where the number of meetings that are held should be looked at from a cost effectiveness point-of-view.

I would like to suggest that the CoG be provided with a list of all of the Trust's Committees, and their sub-committees, and that a review of their functions, frequency, membership and duration of the meetings is undertaken so as to ascertain whether they are all necessary for the effective functioning of the Trust. It is possible that on review it may be apparent that some could be disbanded or merged with other groups to reduce costs.

Yours sincerely



Chris. Venables  
Public Governor

**p.s.**

I would like my letter to be included in the papers for the July CoG meeting so that it can be discussed. Unfortunately I shall be away at this time but Jean Potts and Sandy Harvey (who share my concerns) are happy to speak to it.