



Title of Paper: Written Questions Received from Member of the Public

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| For Decision Requires majority decision prior to implementation or action. | For Discussion Requires consideration and debate. | For Noting Contains information Members should be made aware. |
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1.0 Background

This paper is to advise Members that the Board Secretary received a number of written questions on 20 August 2025 which had been submitted by a member of the public – Mrs Gillespie.

For context, Members will note Mrs Gillespie previously submitted a number of written questions noted at the Board meeting held on 26 March 2025 and to which a response was provided in writing on 9 April 2025. In addition, Mrs Gillespie has provided further narrative in her correspondence dated 20 August 2025 including a reference to a response to a Freedom of Information (FOI) request to SEHSCT (FOIb1188) regarding the identity of the Trust’s Raising Concerns Champion.

A copy of the full correspondence will be shared with Members.

For information purposes, a copy of the Trust’s ‘Procedure for Dealing with Written Questions to Trust Board’ is attached.

2.0 Key Issues

The written questions submitted on 20 August 2025 are reproduced verbatim below in bold:

- 1. What Board oversight of Raising Concerns was provided in relation to my written questions to the Trust Board which were summarily dismissed?**
- 2. What Board oversight of Raising Concerns was provided in relation to my letter to the Non-Executive Directors and supporting documentation which were summarily dismissed?**
- 3. How was the Board exercising oversight during the interim period? What was the process and what were the channels for raising concerns?**
- 4. On what date was Mr McMahon appointed/designated Raising Concerns Champion and did he sign the letter dated 23/06/2025 in his capacity as non Executive Director or Raising Concerns Champion?**
- 5. Where may the Trust’s “Raising a Concern in the Public Interest Policy” may be viewed?**

6. What is the “clear process for staff and members of the public to raise concern through a number of channels” referred to in the FOI response?

Work has commenced on a draft response with the aim this is with the Chairman within 15 working days of receiving the correspondence (i.e by 11 September 2025) with a formal response being issued within 30 calendar days of receipt (i.e by 19 September 2025). In line with procedure, a formal record of questions received and the general nature of the response will be tabled for noting at the next Board meeting on 24 September 2025.

3.0 Resources Implications (inc Organisational, Financial, Human Resources)

Relevant members of staff will be required to assist in the preparation of a formal response to the written questions as listed.

4.0 Impact on Safety, Quality and Experience (SQE)

Members are asked to note the following key provisions of the Trust’s ‘Procedure for Dealing with Written Questions to Trust Board’:

‘the use of written questions is intended to give the public an opportunity to directly write to the Chairman of the Board on matters of general policy. Questions in respect to individuals and the services they receive will normally be dealt with under the existing complaints procedures.’

‘When a determination is made that a question raised can be dealt with under the Procedure for Dealing with Written Questions to Trust Board, the question will be directed to the appropriate director for a draft response compiled by the director or nominated lead director if one or more services are involved.’

‘The response is to be with the Chairman within 15 working days.’

‘The Chairman will issue the agreed response on behalf of the Board within 30 calendar days and a copy of the response will be made available to each Board Member at the next scheduled Board meeting.’

‘A formal record of questions received and the general nature of the response will be tabled at each board meeting and noted in the minutes.’

5.0 Key Risks and Proposals to Mitigate

There will be a need to confirm whether there are ongoing processes which impact on the ability to provide a response within the required timeframe. If this is the case, there may be a need to seek further input or resource as appropriate to ensure a formal response can be provided in line with procedure.