

# MEMBERSHIP UPDATE

**Contact:** Luke Taylor  
Clerk to HSACRE

## REASON FOR REPORT

To discuss the membership of HSACRE and the potential for future improvements to the attendance at HSACRE meetings.

## RECOMMENDATION

**That the clerk to HSACRE contacts membership groups regarding their HSACRE representative, asking that the name of each representative be confirmed.**

## BACKGROUND

1. At previous meetings of HSACRE, there have been attendance concerns which have led to meetings being inquorate.
2. It is proposed that the Clerk for HSACRE contact each group that has a current member on HSACRE requesting that they confirm the name of their HSACRE representative.
3. Membership guidelines are outlined in the constitution, and the relevant points are attached to this report as Appendix A.
4. The letter / email to each group will be tailored to each individual group, and will request:
  - a. Confirmation of the name of a HSACRE representative from a group that has currently has a named representative who has attended at least one of the past three meetings;
  - b. Confirmation of the name of a HSACRE representative from a group that currently has a named representative, who has not attended over the past three meetings, nor sent apologies; and
  - c. Confirmation of the name of a HSACRE representative from a group that currently has a vacancy.