



**Minutes of the sixth Annual Members' Meeting of The Christie NHS Foundation Trust held on Thursday 12<sup>th</sup> September 2013 at 2 pm in the Auditorium at The Christie**

**There were 199 attendees at the meeting**

**1. Welcome and introduction**

The chairman opened the meeting and extended a very warm welcome to members, staff, volunteers, supporters, governors and directors of The Christie NHS Foundation Trust. He explained the Annual Members' Meeting (AMM) is the formal part of the event and will be followed by the launch of The Christie Commitment led by the chief executive.

Any questions will be taken at the end of the meeting.

**2. Minutes of the annual members meeting held on 13<sup>th</sup> September, 2012**

The chairman explained that the draft minutes of the previous annual members' meeting needed to be adopted. Mr Ghulan Shahzad (member) proposed and Roger Bowman and Carl Sharpe (governors) seconded the adoption of the minutes. The minutes were approved.

**3. Presentation of the annual report and accounts 2012/13**

The chairman introduced Joanne Fitzpatrick, Executive director of finance & business development. Joanne explained that despite another difficult year the Trust has made significant investments in cancer treatment and care. A proportion of the Trust's total expenditure of £193.5m has been used to attract staff to The Christie and to fund chemotherapy drugs. This has been supported by £6.3m of efficiency savings.

Joanne reported that due to the generosity of the charity supporters and support from the board of directors, the trust has invested £13.1m on maintaining and improving facilities including the building of a new Brachytherapy unit, commencement of the new Young Oncology, transplant and Haematology unit, new educational facilities and 2 new linear accelerators. The in year profit of £2.5m from our private patient partnership has been re-invested in NHS services.

Joanne explained for 2013/14 the Trust will continue to operate in a challenging economic climate. The commissioning arrangements are changing and contracts for 2013/14 will be agreed through NHS England. Joanne reported that with continued investment the hospital will continue to grow. She confirmed the financial health of the Trust is good and that we have achieved the highest possible Monitor financial risk rating of 5.

The chairman thanked Joanne for her report and confirmed that despite the difficult climate the hospital is in a sound financial position. He congratulated Joanne and the finance team on an excellent set of results.

**4. Review of 2012/13**

The chairman welcomed Caroline Shaw, Chief executive, who presented on the full year results.

Caroline extended a warm welcome to all those attending the Annual Members' Meeting. She explained how privileged she is to lead such a fantastic organisation and how proud she is of the results during 2012/13.

Caroline confirmed that despite challenging times the Trust has gained top governance and financial risk ratings of Green and 5. The hospital strives to give the best possible care to all patients and will continue to do this despite the testing times ahead. Each month the Trust asks over 250 patients to rate the services provided at The Christie and 98% confirmed their treatment as good/excellent. The comments of the other 2% are taken very seriously and areas for improvement are captured and addressed.

The Trust also asks staff on a monthly basis whether they would recommend The Christie to

their friends and family as a place to work and to receive treatment. Last month 100% indicated they would recommend The Christie as a place to receive treatment and 94% as a place to work.

Caroline thanked all members of staff for making such a huge difference to The Christie. She thanked the council of governors for their support of the board and thanked the board for enabling the development of the 2020 vision. She also thanked her executive team colleagues for yet another outstanding year.

Caroline showed the review of 2012/13 presentation.

The chairman thanked and congratulated Caroline and all members of The Christie staff.

## **5. Report of the auditor**

The chairman welcomed Rachel McIlwraith, the Trust's external auditor, from PriceWaterhouse Coopers (PwC).

Rachel explained that her role as external auditor is to 'sign off' the Trust's financial statements and quality report. She confirmed the financial statements show a true and fair view, the remuneration report has been prepared correctly, the annual report is consistent with the accounts and the quality report is consistent with supporting documentation. Rachel reported that she tested two specific indicators from the quality report; Cdif rates and performance against the 62 day target and confirmed a 'clean opinion'.

Rachel also indicated that she provides a private report to governors in relation to the quality report. The report did not contain any issues of concern and is a 'clean' report. She explained the external auditors also report by exception on economy, efficiency & effectiveness in the use of resources, the annual governance statement and any issues for Monitor (the Trust's regulator). She confirmed she had made no such reports and reiterated it had been a 'clean' audit.

The chairman thanked Rachel for her work on behalf of the Trust.

## **6. Report on membership**

The chairman explained the next item is an important report from the membership committee of the council of governors. He explained governors work tirelessly to ensure the Trust acts in the best interest of its patients. He thanked the governors on behalf of the Trust.

The chairman introduced Rada Kemp, one of the two public governors for Manchester and chair of the governors' membership committee.

Rada explained the importance of members who play a vital role in giving feedback and offering support to The Christie. The council has recently approved a new three year membership strategy with a focus on local engagement. The membership committee has also worked on achieving and maintaining the Trust's local membership target and the latest figures show the Trust continues to maintain its 30,000 total membership (including staff).

Rada confirmed the focus for 2013 is on governor engagement and raising the profile of The Christie within the community. She asked for help in providing opportunities for engagement via local groups and events. She encouraged any organisation interested in hearing more about The Christie to make contact.

The chairman thanked Rada and the members, especially those from the charity, whose work on behalf of the hospital is much appreciated.

## **7. Results of election and appointment of governors and directors**

The chairman reported on the results of the recent elections in the public and staff governor constituencies. He was delighted to announce that Roger Smith, Rada Kemp, Peter Latimer and Roger Bowman had all be re-elected for a further 3 year term. He welcomed three new governors to the council; Damian Heron, representing the Reminder of England & Wales,

David Hamilton (staff governor) representing other clinical professionals and Peter Mackereth (staff governor), representing registered nurses. The trust has one vacant seat for Cheshire West and the council of governors will be addressing representation in Cheshire going forward. The chairman thanked Pam Morrison who stood down as the governor for registered nurses and Jane Butler who stood down as the governor for the Remainder of England and Wales for their work on behalf of the Trust.

The chairman reported on changes to the appointed governors. He explained there are two vacant partner governor positions following the abolishment of PCTs. Once the re-structure changes have taken place the Trust will determine the most appropriate replacement partner organisations for The Christie.

Cllr Sue Dearden has been appointed to represent the Association of Greater Manchester Authorities (AGMA) and she replaces Cllr John Battye; the chairman thanked John for his support. The chairman welcomed Barry Jones who is the governor representing The Christie Charity.

The chairman explained the importance of governors and welcomed applications from anyone who wishes to put their name forward in the future.

The chairman reported on changes to the Board of Directors since the last report to the AMM. Joanne Fitzpatrick has been appointed to replace Ian Moston as the Executive Director of Finance & Business Development and Tony Blower has been appointed to replace Chris Harrison as the Executive Medical Director. The chairman thanked Ian and Chris for their support to the board and hospital during their many years of service.

The chairman welcomed Jennie Johnson who has been appointed as a non executive director for an initial 3 year term. Jennie replaces Sir Duncan Nichol who stepped down in October 2012. The chairman thanked Sir Duncan for his contribution to The Christie.

**8. Amendments to the constitution**

The chairman explained, following the introduction of the Health & Social Care Act 2012, all NHS foundation trusts were required to make changes to their constitutions. The required changes came into force in October 2012 and April 2013. The changes have been approved by the board of directors and council of governors and an information sheet on the amendments is included in the pack of information. Amendments approved.

**9. Questions from the Annual Members Meeting**

The chairman ended the formal business of the AMM and asked if there were any questions relating to the AMM.

- a Volunteer – expressed concern at the lack of research into the use of alternative, natural products in the treatment of cancer. The chairman suggested that he meet with Peter Mackereth, staff governor for registered nurses and practitioner in complimentary therapy, after the meeting to discuss this further.

**9. Closing Remarks**

The chairman closed the Annual Members Meeting and thanked everyone for attending. He asked those present if they would complete and return the feedback form contained in the pack.

The AMM meeting closed at 2.55 p.m.

Signed .....

Date .....