

Terms of Reference

Neighbourhood Forum	
1. Purpose	The purpose of the Forum is to provide an opportunity for residents and elected representatives to engage and communicate directly with The Christie NHS Foundation Trust about its role and impact on the local community.
2. Membership	<p>The Forum membership will include:</p> <p>Residents (representatives from each of the following wards): Didsbury East Didsbury West Old Moat Withington</p> <p>Councillors (all elected councillors from the following wards): Didsbury East Didsbury West Old Moat Withington</p> <p>The Christie: Executive Director of Finance Director of Estates, Capital & Facilities</p> <p>Manchester City Council (MCC) (up to four representatives)</p> <p>MCRC representative (as required)</p> <p>Others may be invited to attend (as required)</p>
3. Frequency	The Forum should meet at least four times annually
4. Remit	The Forum will establish an agenda that reflects the priorities of the local community
5. Reporting	The actions from the Forum will be formally recorded and available on the Trust website at https://www.christie.nhs.uk/about-us/our-future/our-developments/neighbourhood-forum/
6. Administration	The Forum shall be supported administratively by the Executive Assistant to The Christie Director of Finance, who will agree the agenda with the Chair, collate all necessary papers, keep a record of actions, keep a record of matters arising and issues to be carried forward and generally provide support to the chair and members of the Forum.
Date Approved	11 th April 2017
Date(s) Reviewed	5 th December 2023
Next Review	December 2025

