

Present:

Ms D Gulliford	Airedale NHS Trust
Dr C Kay	Bradford Teaching Hospitals NHS Foundation Trust
Ms M Neary	
Dr J Dent	Calderdale and Huddersfield NHS Foundation Trust
Mrs A Harwood	
Mrs S Ebbage	Harrogate and District NHS Foundation Trust
Mr S Nahk	Mid Yorkshire Hospitals NHS Trust
Dr G Haslam	NHS Bradford & Airedale
Mrs J Cawtheray	NHS Calderdale
Dr B Jindal	NHS Kirklees
Ms L Turner	
Mrs S Frier	NHS Leeds
Dr M Walsh	
Ms A Johnson	NHS North Yorkshire and York
Dr R Markham	
Ms L Driver	NHS Wakefield District
Ms J Feather	Overgate Hospice
Mr H Butcher	User Partnership Group
Mr M Harvey	York Hospitals NHS Foundation Trust
Ms L Marriott	Yorkshire and The Humber PCT Collaborative
Miss P Atha	Yorkshire Cancer Network
Mr S Duffy	
Mrs C Ferguson	
Mr P Melling	
Mr B Tinkler	
Mrs J Toovey	

Apologies

Ms M Allinson, Ms A Ballarini, Dr C Bradley, Dr P Earnshaw, Ms L McDonald, Ms J Myers, Mr M Neligan, Dr P Selby, Dr K Smith, Mr R Webster

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
28	Apologies were received from Rob Webster. Matt Walsh chaired the meeting.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
29	Action 24: To amend last sentence: Amanda Forrest from the Y&H PCT Collaborative. With that amendment, the action log was agreed as a true record.	P Atha	04/06/2009

2. Action Log from the last meeting			
2.1 Transfer of pancreatic work to Leeds - update			
Log No	Action	Lead(s)	Deadline
30	<p>► Action 20:</p> <p>Sean Duffy referred to discussions at the May Board where reassurance was given by LTHT that arrangements were in place for the transfer of the remaining pancreatic surgical cases from BTHFT to LTHT could take place from June. Despite this, subsequent concerns have been raised by clinical and managerial colleagues which have deemed it necessary to facilitate a further meeting between BTHFT and LTHT.</p> <p>Clive Kay outlined the concerns in terms of whether LTHT has the surgical capacity and the CNS support levels in place. He questioned the purpose of the NSSG if their opinion is not taken into account. The NSSG is concerned that an unknown surgical demand could be placed on Leeds due to patients in other areas not being identified and recorded, that are far less compliant and should be prioritised. He expressed concerns over the risk of undermining an excellent service in surgery, diagnosis, staging and care when there are wider issues that required further discussion. He added that the June deadline was unrealistic.</p> <p>On behalf of C&HFT, Jo Dent concurred and added their concerns regarding the pathway for C&H patients which feed into BTHFT, then LTHT and the communication feedback mechanism which has not be addressed.</p> <p>Sean Duffy advised the Board that there is no patient risk, but the service remains non compliant with IOG until surgery is centralised.</p> <p>It was agreed to facilitate a meeting involving clinical and managerial colleagues from BTHFT & LTHT to further discuss the complex issues raised today and work toward resolution.</p> <p>Matt Walsh gave reassurance that the Board would listen to the outcomes from the meeting. The Board needs to be confident that the model of care has clinical sign-off. The Network has to demonstrate that it is delivering IOG compliant pathways.</p> <p>To report back at July Board.</p>	S Duffy	01/07/2009
31	<p>A brief discussion took place on the robustness of the communication links between the NSSG and the Board. It was suggested that the YCN Commissioning Group could be used as a forum.</p> <p>To look at improving links with NSSGs & the Board.</p>	YCN Lead Team	On-going
2.2 Children & Young Peoples IOG - Funding agreement process			
Log No	Action	Lead(s)	Deadline
32	<p>A meeting is scheduled to take place on 4th June between commissioners and LTHT to progress the support to specialist MDTs.</p> <p>To report back at July Board.</p>	M Walsh	01/07/2009

3. Matters arising from previous meetings			
3.1 Cancer Commissioning Support Programme - YCN bid outcomes			
Log No	Action	Lead(s)	Deadline
33	<p>► Action 16: Barry Tinkler reported on the outcome of the YCN bids to NCAT to support World Class Commissioning (circulated with the agenda). The two bids [1] Costing a colorectal cancer pathway and [2] Commissioning cancer pathways: (i) colorectal and sarcoma pathways (ii) supporting non standard models of care in breast follow up, HMDS community monitoring and late effects were supported subject to amendments.</p> <p>A Project Board to oversee the work will be established. Commissioning, finance and contracting support will be sought. Barry Tinkler to make contact with relevant colleagues.</p>	B Tinkler	05/08/2009
4. Supranetwork Skin Lymphoma MDT proposal			
Log No	Action	Lead(s)	Deadline
34	<p>The Board were presented with a proposal to seek support for a 3 Network Skin Lymphoma MDT (YCN, Humber & Yorkshire Coast and North Trent) based at LTHT. With Board support, the proposal will be taken to the SCG to take forward any specific commissioning issues in establishing the MDT.</p> <p>The Board asked for clarity on what this means for patients in terms of the referral pathway and the impact on diagnosis to treatment. The draft pathway was discussed. It was clarified that the patient would be referred from the local skin/haematology MDT to the Supranetwork Skin Lymphoma MDT. Video conferencing will be used to bring together the clinical expertise. Sean Duffy assured the Board that the proposal was based on clinical consensus from the 3 Networks and formalises what currently happens. The new MDT does not prevent local informal discussions from taking place.</p> <p>Janet Cawtheray asked if the YCN Commissioners Group could assess the commissioning implications prior to it going to SCG to strengthen and support the decision-making process at SCG.</p> <p>The Board asked for a greater understanding of the financial implications.</p> <p>It was agreed that the proposal would be amended to reflect more clearly the patient related outcomes. The YCN Commissioning Group would review the commissioning implications. The final report would then be submitted to SCG.</p> <p>The clinical model was supported.</p>	YCN Lead Team/Commissioning Group	05/08/2009
35	<p>The Board agreed the process of submitting future strategic papers to the Board; commissioning implications would be subsequently considered by the YCN Commissioners Group prior to submission to the SCG.</p>	YCN Lead Team	On-going
36	<p>Georgina Haslam asked the Board to consider adopting a style and format for the papers to cover the whole WCC cycle. She agreed to work with Janet Cawtheray; Bert Jindal, Sandra Frier and Barry Tinkler to develop a template.</p> <p>Carol Ferguson suggested using the prototype for the sign-off of pathways.</p> <p>Prototype to be discussed at the next Commissioners meeting for approval.</p>	B Tinkler	17/06/2009

5. Board Performance Report			
Log No	Action	Lead(s)	Deadline
37	<p>The Board Performance Report produced by Philip Melling was highly commended in that it provides a clear position statement across cancer services in the Network, highlighting the positive and challenging areas of work.</p> <p>It reflected the sustained performance of breast screening services. The challenge will be sustaining the % of women assessed within 3 weeks of recall. The challenge of 2 week reporting of cervical cytology was noted.</p> <p>Board members were encouraged to have discussions with NHS Leeds around their smoking cessation approach to share good practice.</p> <p>The report also included the first quarter data relating to the new CRS Going Further on Cancer Waits standards which has had an impact on overall performance in comparison with previous quarters. The 62-day targets remain the greatest challenge. The Board were informed that the operational standards for all targets have not yet been published.</p> <p>The content of the report was discussed at length.</p> <p>It was drawn to their attention that not all Trust have submitted their data for the first quarter. The target is live at the end of 2009, however monitoring needs to take place now. The Board was assured that the remaining Trusts had this in hand.</p> <p>It was agreed that as this is unpublished data, the report would be marked up "Confidential", only to be shared within the NHS and only widely published in line with national guidance.</p> <p>A separate Board Performance Report, excluding the unpublished data, would be uploaded onto the YCN website as normal.</p>	P Melling	12/06/2009
38	<p>The Board were advised that Open Exeter, the national database, currently does not provide Network level reports, therefore the figures had to be calculated. On page 2, paragraph 5, the figures were incorrect and duly provided.</p> <p>The Network was asked to check the overall YCN position on Page 31 for Prostate cancer mortality shown as "red", in comparison to make-up of the YCN which was "amber". Philip Melling agreed to check this with the Analyst.</p> <p>The report to be revised and circulated to members with the Action Log.</p>	P Melling/P Atha	12/06/2009
39	<p>The Board deliberated the use and management of consultant upgrades for patients with a high suspicion of cancer. Providers gave assurance that, where appropriate, consultants would upgrade patients.</p> <p>It was agreed to leave it with individual health economies to discuss with providers and commissioners and monitor through the quarterly report.</p>	Locality Groups	02/09/2009
40	<p>The variance in mortality rate reduction was discussed. Clinicians, Public Health and Commissioners were encouraged to attend the Cancer Mortality Reduction workshop being run by NYCRIS on the 27th July (9:30-4:00 at University of Leeds.</p> <p>Register through alka.khetarpal@nycris.leedsth.nhs.uk by 1st July.</p>	All	01/07/2009

Management Board : Actions of the meeting held on Wednesday 3rd June 2009 9:30am

6. YCN Budget 2009/2010			
Log No	Action	Lead(s)	Deadline
41	<p>The Board were presented with the YCN operational budget for 2009/10.</p> <p>The Board approved the operational budget for both the Network team and the Service Improvement team.</p>	PCT Commissioners/B Tinkler	03/06/2009
42	<p>Carol Ferguson explained the non-recurrent service improvement funding used to support service redesign and pump prime projects. The Board paper provided the detail.</p> <p>The Board was asked to support the on-going use of this funding and to consider reporting mechanisms of the pilot projects.</p> <p>The Board discussed how the projects were governed, monitored and evaluated to ensure value for money and where project plans impact on a recurrent basis, the commissioning implications. A suggestion was holding a workshop to provide feedback and share good practice.</p> <p>The Board were assured that the funding would be used to support innovation in cancer services across the Network.</p> <p>It was agreed to revise the principles underpinning the use of the service improvement funding and with the bid process report back in July for agreement.</p> <p>The Board requested a formal report on how the projects have evaluated.</p>	C Ferguson	01/07/2009
7. Any Other Business			
Log No	Action	Lead(s)	Deadline
43	<p>► Fertility</p> <p>NHS Leeds raised concerns that patients were invoiced for sperm storage, contrary to previous Board agreement, whereby agreement was to maintain the status quo until the SCG Policy is published.</p> <p>NHS Leeds to reiterate current policy to LTHT.</p> <p>Sandra Frier agreed to establish what was happening in other localities and report back.</p>	NHS Leeds	01/07/2009
44	<p>► NICE Guidance for Laparoscopic Resection for Colorectal Cancer</p> <p>The implementation of the guidance was waived due to the need to train surgeons. The waiver is due to be reviewed and baseline assessment has been requested on the training.</p> <p>The Chief Executives are asked to support surgeons wishing to undertake this training.</p> <p>This is being taken forward by the NSSG.</p> <p>To report on the baseline assessment in July.</p>	B Tinkler	01/07/2009
45	<p>► Skills for Cancer</p> <p>Bert Jindal asked the Board to consider mapping training needs in primary and secondary care to put forward recommendations for commissioning skills training.</p> <p>To raise with the Workforce Confederation at the SHA.</p>	B Tinkler	Ongoing

Date of Next Meeting(s)

Wednesday 1st July 2009 9:30am
Sandal Rugby Club, Milnthorpe Green, Sandal, Wakefield, WF2 7DY

Wednesday 5th August 2009 9:30am
Sandal Rugby Club, Milnthorpe Green, Sandal, Wakefield, WF2 7DY

Wednesday 2nd September 2009 9:30am
Sandal Rugby Club, Milnthorpe Green, Sandal, Wakefield, WF2 7DY

Wednesday 7th October 2009 9:30am
Sandal Rugby Club, Milnthorpe Green, Sandal, Wakefield, WF2 7DY

Wednesday 4th November 2009 9:30am
Sandal Rugby Club, Milnthorpe Green, Sandal, Wakefield, WF2 7DY

Wednesday 2nd December 2009 9:30am
Sandal Rugby Club, Milnthorpe Green, Sandal, Wakefield, WF2 7DY