

**YORKSHIRE CANCER NETWORK  
Colorectal Group Meeting**

Minutes of the meeting held on  
**Wednesday 14<sup>th</sup> September 2005 10.00am**  
YCRN Meeting Room 1, Ida Nurses Home, Cookridge Hospital

---

<b>Present:</b>	Mr R Kapadia Ms L Shaw	Airedale NHS Trust
	Dr A Manning Ms D White	Bradford Teaching Hospitals NHS Foundation Trust
	Mr P Holdsworth (Chair)	Calderdale & Huddersfield NHS Trust
	Ms M Jennings	Harrogate & District NHS Foundation Trust
	Dr C Verbeke	Leeds Teaching Hospitals NHS Trust
	Ms J Crossley	Mid Yorkshire Hospitals NHS Trust
	Mr I Bradford	York Hospitals NHS Trust
	Miss L Carroll Mr P Melling	Yorkshire Cancer Network

### **1. Welcome and Apologies**

Apologies were received from Mr S Ambrose, Mr J Ausobsky, Prof M Baker, Mr P Finan, Mr J Griffith, Dr A Guthrie, Mr J Harrison, Mr C Kay, Mr D Leinhardt, Mr J Lovegrove, Mr P Lyndon, Dr D Sebag-Montefiore, Dr S Salt and Mr B Tinkler.

### **2. Minutes of the last meeting**

The minutes of the last meeting were agreed as an accurate record.

### **3. Matters Arising**

#### **? Membership**

Mr Holdsworth reminded the group of their previous discussions regarding the group's membership. He highlighted the importance that representatives on the group ensure minutes are disseminated to the relevant colleagues within their Trust.

Following nominations for gastroenterology representation at the meetings Mr Holdsworth wrote to Dr Turvill to confirm he is still happy to attend.

#### **? Half day event**

As the proposed date for the half day event clashed with the NBOCAP roadshow it has been decided to postpone it until the start of 2006. Mr Holdsworth highlighted that places will be limited for the event and therefore Trusts may be allocated a set number of places.

Dr Manning confirmed he will be attending the Bowel Cancer Screening meeting taking place in London on Monday 31<sup>st</sup> October 2005 and will feedback to the group at the next meeting.

**ACTION: Mr Holdsworth to arrange a date for the half day event.**

## ? **Network Cancer Data Event Server**

Mr Melling summarised the YCN Event Server supporting paper circulated with the agenda. This server is currently being tested and the anticipated launch date is the end of 2005.

## **4. Bowel Screening**

Dr Manning reported it is anticipated there will be a screening unit per ½ - 2 million population. Work is being undertaken to produce innovative models to improve the service.

Dr Manning informed members that Mr Tinkler has formed a Bowel Screening Steering group to progress this work.

Mr Tinkler has sent a letter to the Public Health consultants asking them to complete a web based bid proforma for the SHA and Screening Centre application form by 14<sup>th</sup> October 2005. A meeting is also taking place on Monday 19<sup>th</sup> September to discuss the bid proposals.

Mr Bradford reported that his Trust is not being kept up to date on what is happening with the Bowel Screening Programme. Dr Manning said it is the responsibility of the SHA endocopy lead to keep Trusts informed.

## **5. Peer Review**

Mr Holdsworth asked Miss Carroll to invite Dr Guthrie to the Network Peer Review visit. Dr Sebag-Montefiore is unable to attend this visit and therefore Miss Carroll said she would see if another clinical oncology representative is able to attend.

Mr Holdsworth asked members send him any examples of good practice.

Ms Jennings reported she had attended a meeting of the NHS members with specific responsibility for Users' issues and information for patients and carers. Mr Holdsworth said the group would support her in this role and in any additional work that may be generated. He also suggested the group focus on this area of work more in future meetings.

**ACTION: Miss Carroll to invite Dr Guthrie to the YCN Network Peer Review**  
(actioned 14.09.05)

**Miss Carroll to see if any member is able to represent clinical oncology at the Network Peer Review visit.**

**All to send Mr Holdsworth any examples of good practice**

## **6. National Bowel Screening**

Mr Melling confirmed members had received the details of the National Bowel Cancer Audit (NBOCAP) roadshows and highlighted the importance of there being attendance from each MDT.

## **7. Cancer Waiting Times**

Members discussed in detail the most recent Cancer Waiting Times data that was circulated with the agenda. Mr Melling reminded the group of the 31 day and 62 day targets (98% and 95% respectively) by December 2005. He explained that from October 2005 for those cases that miss the target each hospital within the patient pathway will share the breach.

Mr Melling explained that weekly monitoring of CWT has been superseded by Priority Tracking List (PTL). This approach is already working well in Calderdale & Huddersfield NHS Trusts.

Mr Holdsworth explained that all the fast track cases that have gone through rapid access clinic at Calderdale & Huddersfield NHS Trust have been seen within the 62 day target.

## **8. Any Other Business**

- ? Mr Holdsworth asked Miss Carroll to circulate to the group the final version of the Imaging guidelines.
- ? Mr Bradford felt it would be beneficial if they could include a section on Anal Intraepithelial Neoplasia (AIN) in the YCN Colorectal Clinical Guidelines. After a group discussion Mr Holdsworth agreed to produce a draft paper to be circulated prior to the next meeting for comments. He asked members to email him any references etc that may be useful.
- ? Members agreed with Ms Jennings's suggestion to have breakfast provided at the next meeting. Miss Carroll said she would organise a sponsor to cover the cost.

**ACTION: Mr Holdsworth to produce a draft section on AIN**

**Miss Carroll to organise a sponsor and breakfast for the next meeting**

### **Next Meeting**

**Wednesday 21<sup>st</sup> December, 10.00am, YCRN Meeting Room,  
Ida Nurses Home, Cookridge Hospital**