

**YORKSHIRE CANCER NETWORK
Colorectal Group Meeting**

Minutes of the meeting held on
Wednesday 21st December 2005 10.00am
YCRN Meeting Room 1, Ida Nurses Home, Cookridge Hospital

Present:	Ms L Shaw	Airedale NHS Trust
	Mr J Ausobsky Dr C Kay Ms D Kellett	Bradford Teaching Hospitals NHS Foundation Trust
	Mr P Holdsworth (Chair)	Calderdale & Huddersfield NHS Trust
	Ms M Jennings	Harrogate & District NHS Foundation Trust
	Mr S Ambrose Dr A Guthrie	Leeds Teaching Hospitals NHS Trust
	Ms J Crossley	Mid Yorkshire Hospitals NHS Trust
	Mr I Bradford	York Hospitals NHS Trust
	Miss L Carroll Mrs M Holland Mr P Melling Ms F Stephenson Mr B Tinkler	Yorkshire Cancer Network

1. Welcome and Apologies

Apologies were received from Mr D Alexander, Dr C Chu, Mr P Finan, Mr J Griffith, Mr J Harrison, Mr CR Kapadia, Mr P Lyndon, Dr A Manning, Dr Sebag-Montefiore, Prof M Seymour and Dr C Verbeke.

2. Minutes of the last meeting

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

3. Matters Arising

Mr Holdsworth announced Dr Turvill from York has agreed to be the Gastroenterologist representative on the group.

Mr Holdsworth said he would liaise with Mr Melling and Miss Carroll to set a date for the half day workshop to present the YCN CWT breach audit data and local audit work noting this had been postponed until after the NBOCAP roadshow.

ACTION: Mr Holdsworth, Miss Carroll and Mr Melling to arrange half day event

4. Bowel Screening

Two communities from West Yorkshire (Airedale & Bradford and Mid Yorkshire) and one in North Yorkshire (Hull) have submitted bids to be the 1st wave local screening centre. The YCN Management Board has agreed a Bowel Cancer Screening Steering group is to be established to oversee the implementation of the BCSP.

The implementation phase will commence in April 2006 over a three year time scale.

Mr Ambrose felt ISTC's should be included in this programme, an in depth discussion followed. Mr Tinkler explained the national policy does not give ISTCs the opportunity to be local screening centres.

5. Peer Review

Mr Holdsworth expressed his disappointment the Network Peer Review visit did not entail a "Peer on Peer" assessment for each of the groups.

Ms Stephenson informed the group the Network and locality draft reports have been circulated to relevant colleagues for comments on factual errors. Mr Ausobsky and Ms White highlighted that they had not received the draft Network report.

Ms Stephenson summarised the content of the draft report. Remedial Action Plans are to be produced following the finalised report which will be produced in January 2006.

On 30th September 2005 the DoH issued a draft version of the revised colorectal measures for a three month consultation period. Mr Tinkler highlighted the main issues the group should consider.

Mr Tinkler asked Miss Carroll to email the group a copy of the revised measures and members to send any comment direct to the DoH, copying Miss Carroll into the response.

Mr Tinkler clarified he is the network link to the YCN Management Board and will raise any issues on behalf of the group.

ACTION: Miss Carroll to email the group a copy of the revised colorectal measures/website link (actioned 21.12.05)

6. National Bowel Screening Audit Project

Mr Melling gave feedback on the National Bowel Cancer Roadshow that took place in October 2005 noting there had been representation from each Trust. He explained although there is support for this audit to commence there are concerns regarding the collection of the data due to limited staff resource.

Mr Holdsworth highlighted the need to have a key contact at each Trust. Mr Melling said he is happy to discuss with individual organisations how to progress this piece of work.

ACTION: Mr Melling to discuss with organisations how to take forward NBOCAP audit.

7. Cancer Waiting Times

Mr Melling presented the colorectal Cancer Waiting Times for urgent referral to first seen, decision to treat to treatment, and urgent referral to treatment for Q4 of 2004/2005 and Q1 2005/2006. The group discussed this data in detail.

8. Service Improvement Guidance Report

Mr Ausobsky gave feedback from the YCN Colorectal Service Improvement meeting that took place on Friday 11th November 2005. At this meeting they produced an action programme highlighting the areas of work to be taken forward. This included developing a straight to test policy document, holding a half day meeting in April 2006 and having Service Improvement as a standard agenda item at the Colorectal Group meetings.

A discussion took place regarding the work on tracking patients being undertaken in organisations. Members felt good practice should be shared across the Network. Members discussed how commissioners can be influenced to help improve these targets. Mr Ausobsky suggested a letter be sent to the Chief Executive of the SHA. Mr Tinkler suggested they approach the YCN Management Board first.

ACTION: Mr Ausobsky to confirm meeting date in April

9. Extra-anatomic resections

Mr Holdsworth suggested the guidelines should include guidance on which patients should be referred for extra-anatomic resections. After an in depth discussion it was felt this work could be progressed by undertaking a network audit. Mr Holdsworth and Mr Melling agreed to form a sub-group to take this work forward.

Mr Holdsworth is awaiting a response from the letter he sent to Mr Sagar regarding Extra-anatomic resections.

ACTION: Mr Holdsworth and Mr Melling to take audit work forward

10. Any other business

- Mr Holdsworth informed members that Dr S Salt, Consultant in Palliative Care is leaving the Network and therefore will no longer be representing Palliative Care on the Group. Mr Holdsworth agreed to write and thank her for her contribution to the group.

Mr Tinkler said he will ask for nominations for a new representative at the next YCN Palliative Care meeting.

ACTION: Mr Holdsworth to write to Dr Salt (actioned 07.02.06)

- The CRO7 Trial results will be available in March 2006 and will be discussed at the next meeting.
- The YCN Patient and User Involvement Lead will be an agenda item at the next meeting.
- Members thanked Mr Holdsworth for his contribution and time as Chair of the group. Mr Holdsworth welcomed Dr Guthrie as the new Chair.
- Members discussed the meeting dates for 2006. It was brought to the group's attention that some members would like to rotate the days. Members agreed the meetings could still take place on a Wednesday providing advance notice of meeting dates is given.

Provisional dates for 2006 are

Wednesday 29th March
Wednesday 14th June
Wednesday 20th September
Wednesday 6th December

Next Meeting

**Wednesday 29th March 2006, 10.00am, YCRN Meeting Room,
Ida Nurses Home, Cookridge Hospital**