

**Actions of the meeting held on  
Monday 08 September 2008, 14:00**

**Yorkshire Cancer Network**

**Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital**

**Present:**

Ms K Pogson	Bradford and Airedale Teaching PCT
Mrs J Cawtheray	Calderdale PCT
Ms J Reeves	Leeds PCT
Mrs E Vickerstaff	North Yorkshire and York PCT
Ms C Wollerton	Yorkshire and The Humber PCT Collaborative
Mrs C Ferguson	Yorkshire Cancer Network
Mrs M Holland	
Mr G Hughes	
Mrs A Millett	
Ms F Stephenson	
Mr D Thomson	
Mr B Tinkler (Chair)	

**Apologies**

Mrs S Frier, Mr J Hancock

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
15	The action log from the last meeting was agreed as being an accurate record.	N/A	N/A
<b>4. PCT Strategic and Operational Plans</b>			
Log No	Action	Lead(s)	Deadline
16	<ul style="list-style-type: none"> <li>•Bradford and Airedale</li> </ul> <p>Elements and impact in future including CRS.</p> <ul style="list-style-type: none"> <li>•Calderdale</li> </ul> <p>Cancer Palliative Care section direction 3-5 years. Commissioned cancer equity audit input need to put into Action Plan with priorities. Business planning will then start</p> <ul style="list-style-type: none"> <li>• Leeds</li> </ul> <p>Using impact assessment from CRS. Asked National Team what assumptions have been made.</p> <p>To circulate response from T Gardener and C Garrett.</p>	J Reeves	September 2008
17	<ul style="list-style-type: none"> <li>• North Yorkshire</li> </ul> <p>Draft Cancer Strategy to be presented to the Board. End of Life strategy to be signed off on 12th September. Across North Yorkshire there are 4 area strategies built up locally and will be brought together.</p> <p>To send copies of PCT Strategic and Operational Plans to Barry Tinkler.</p>	All	September 2008

<b>5. Going Further on Cancer Waiting Times Action Plan</b>			
Log No	Action	Lead(s)	Deadline
18	<p>Vital signs support from Carol Ferguson and Philip Melling.</p> <p>29th August to Jo Webster:</p> <p>Calderdale - Submitted Bradford and Airedale - Submitted North Yorkshire - To check Leeds - None</p> <p>Cancer Waiting Times Action Plan - need assurance that providers are working to deliver for all commissioners.</p> <p>To send Hospital Trust contacts to Helen Ryan for circulation to PCT contacts.</p>	All	September 2008
19	<p>PCT Individual Case Panels</p> <p>North Yorkshire - 5 day turnaround Leeds - Reviewing Calderdale - Not aware any delays</p>	N/A	N/A
20	<p>• Early Diagnosis/ Survivorship Pilot Projects</p> <p>Carol Ferguson working up criteria for non-recurrent funding support for early detections and also follow-up, particularly primary and community options.</p> <p>To produce criteria.</p>	C Ferguson	October 2008
<b>6. Proposals for Drug Group</b>			
Log No	Action	Lead(s)	Deadline
21	<p>David Thomson tabled the YCN Board paper and outlined the proposals.</p> <p>Discussion followed on proposals and options.</p> <p>To check what is happening at PCT's and feedback to D Thomson.</p>	All	September 2008
<b>7. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
22	<p>The latest Cancer Waiting Times was circulated to the group for information.</p> <p>To keep the group updated.</p>	P Melling	On-going
<b>8. Commissioning Toolkit</b>			
Log No	Action	Lead(s)	Deadline
23	<p>Update given on implementation.</p>	N/A	N/A

<b>9. Network-Wide Clinical Pathways and Service Contracts</b>			
Log No	Action	Lead(s)	Deadline
24	<p>Carol Ferguson outlined the background of the last 18 months work of the NSSG and Pathways groups to develop pathways and describe what a good service would look like.</p> <p>The group was asked if this is something that commissioners can use and transcribe into contracts? Pilot PCT were asked what questions were necessary to answer based on common and specialist cancers.</p> <p>North Yorkshire - Looked at contracts and are based on numbers. Been developing service specifications on urology and non-surgical oncology (patient groups, service providers and commissioners have been involved).</p> <p>Key is to look at commissioning outcomes and keep it local.</p> <p>The pathways helped to look at the service from a patient view point. They could inform service specification contracts.</p> <p>To send Helen Ryan Department of Health template for service specification.</p>	L Vickerstaff	September 2008
25	<p>•Calderdale</p> <p>Looked at from perspective could PCT Commission pathway?</p> <p>Good to have Quality Standards to include in service specification.</p> <p>Currently not contracting on service specification, would need to decide what is meant locally and how to make real for the patient.</p> <p>Contracts have 'here and now' plus can define future years requirements year 2 and 3.</p> <p>Advantage is about quality and consistency.</p> <p>Commissioner volunteer to attend YCN Colorectal Group on 5 December to contact Lucy Carroll by Friday 24th October 2008.</p>	All	24/10/2008
26	<p>•Leeds</p> <p>Progress has been slow.</p> <p>Jayne Reeves to meet with Russell Hart Davis in the contracts section. Contracts need 12 month notice to provider about changes.</p> <p>It was suggested the Network could trial introduction of pathways into contracts and choose one which is local, e.g. colorectal, and one for more specialist, e.g. sarcoma, 2009/10 contracts.</p> <p>Localities could trial additional pathways at their own discretion.</p>	All	September 2008
<b>10. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
27	<p>•Chair and frequency of meetings</p> <p>John Hancock was nominated as Chair and the group unanimously supported this proposal. There will be a 6 monthly rotation of chair.</p> <p>Meetings will be held monthly, third week of the month on a Monday. Single topic nominated for alternate months.</p> <p>To identify dates for future meetings and amend YCN database.</p>	H Ryan	September 2008

<b>10. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>28</b>	•YCN Board To circulate YCN Board Action Log to YCN Commissioning Group.	H Ryan	On-going

**Date of Next Meeting(s)**

Wednesday 17th December 2008 1:30 pm  
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital