

Actions of the meeting held on
Wednesday 17 June 2009, 14:00

Yorkshire Cancer Network

Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

Present:

Ms K Pogson	NHS Bradford & Airedale
Mrs J Cawtheray	NHS Calderdale
Ms L Turner	NHS Kirklees
Mr J Hancock (Chair)	NHS North Yorkshire and York
Mrs E Vickerstaff	
Miss S Cuthbertson	Yorkshire Cancer Network
Mrs C Ferguson	
Mr P Melling	
Ms F Stephenson	
Mr B Tinkler	

Apologies

Mrs S Frier, Mrs J Thorpe

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
19	J Hancock welcomed the group and apologies were noted.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
20	The Action Log from the meeting held on 20th May was agreed as an accurate record. The group agreed to extend the deadline for action 11 regarding the work plan. All Commissioners to forward tasks to S Thornborow for collation.	All Commissioners	15/07/2009
3. Matters arising			
Log No	Action	Lead(s)	Deadline
21	The group agreed to cancel the meeting scheduled for 19th August due to number of apologies. L Turner raised the issue of pensions for hospices and asked the group to clarify current practice. All funding goes to the individual PCTs and hospices are to invoice the PCTs directly.	N/A	N/A
4. Health Inequalities			
Log No	Action	Lead(s)	Deadline
22	Sarah Cuthbertson Senior Cancer Information Analyst for the YCN, NYCRIS and YPHO gave a presentation on monitoring cancer inequalities within the YCN. Sarah Cuthbertson agreed to present a similar more localised presentation to the individual PCTs/Locality Groups. Presentation to be circulated to the group with the Action Log for information. To be added to the agenda for the meeting scheduled for 16th December 2009.	S Thornborow	01/07/2009

4. Health Inequalities			
4.1 Local Awareness & Early Diagnosis Initiatives			
Log No	Action	Lead(s)	Deadline
23	<p>F Stephenson thanked the group for their comments. F Stephenson highlighted that the 2 main aspects to the one year proposal [1] Cancer Awareness Measure and [2] early diagnosis in colorectal cancer emergency admissions. The bid has been forwarded to the CAT for approval, positive feedback has been received however still awaiting for confirmed approval.</p> <p>A series of meetings with Public Health Cancer Leads will take place in July. J Hancock requested that cancer commissioning leads be informed when the meetings were arranged.</p> <p>F Stephenson to keep cancer commissioning leads informed and Commissioners to provide ongoing support.</p>	F Stephenson & All Commissioners	31/08/2009
5. SCG Update - Minutes			
Log No	Action	Lead(s)	Deadline
24	<p>J Hancock gave an update on the outcomes of the last SCG meeting (details available in the SCG minutes).</p> <p>SCG minutes to be circulated with the Action Log for information.</p>	S Thornborow	01/07/2009
6. Board Update			
Log No	Action	Lead(s)	Deadline
25	<p>The group discussed the supranetwork skin lymphoma MDT proposal and agreed to review the commissioning implications before the next meeting in July.</p> <p>J Cawtheray raised the financial and contractual aspects to the proposal as discussed at the YCN Management Board.</p> <p>It was agreed to J Cawtheray and J Hancock would feedback to their head of contracts at Calderdale PCT and NYYPCTs in preparation for discussion at the meeting in July. S Thornborow to add to the agenda.</p>	J Cawtheray, J Hancock & S Thornborow	Update at the Next Meeting 22/07/2009
26	<p>B Tinkler reminded that a representative from the group needed to attend the Cancer Commissioning Accelerated Learning Conference on 15th and 16th September.</p> <p>J Hancock to feedback to S Frier and K Pogson and agreed to attend if S Frier and K Pogson are not available.</p>	J Hancock	22/07/2009

7. Peer Review and Validation Panel			
Log No	Action	Lead(s)	Deadline
27	<p>The group discussed skin's PCT levels of service, it was highlighted that the skin PCT measures within North Yorkshire and York's have 4 different skin services, the issue raised was 'is it acceptable to have more than 1 model of service within a PCT/locality?'</p> <p>F Stephenson gave an update on the new process. In terms of the validation process training will be available on the 4th August for members of the validation panels. It is hoped by the end of August a risk report will be available based on the self assessments. F Stephenson to ask other Commissioners not present and confirm details.</p> <p>F Stephenson asked the group to nominate a commissioning representative on the YCN validation panel. L Vickerstaff and L Turner offered to volunteer.</p> <p>F Stephenson to check PCT registrations with CQUINS for the skin measures and to raise the issue of skin cancer community models of care with the National Team via the Zonal Team.</p>	F Stephenson	22/07/2009
8. Urology Patient Pathways			
Log No	Action	Lead(s)	Deadline
28	<p>The group discussed that the pathways need to be agreed by the Commissioners before been tabled at the Locality Groups. Due to the number of apologies a decision could not be confirmed as the group was not quorate. It was agreed to add to the next meeting agenda for sign off.</p> <p>S Thornborow to circulate the latest versions of the Urology and Children's and Young People's pathways to the group for preparation before the next meeting on 22nd July.</p> <p>Commissioners sending their apologies to do so in advance with any views for discussion at the meeting.</p>	All Commissioners & S Thornborow	15/07/2009
9. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
29	<p>P Melling presented the new CWT data to the group.</p> <p>It was agreed all would raise the 14 day breast symptoms data to their Locality Groups.</p>	All Commissioners	22/07/2009
10. Skin Cancer Reporting Template			
Log No	Action	Lead(s)	Deadline
30	<p>K Pogson informed the group of her meeting with Kerry Weir from the Bradford Performance Team and asked the group for feedback on their process for collecting the data.</p> <p>P Melling highlighted that the view from Information Group was that all PCT providers should register onto the reporting system with Acute Trusts uploading the CWT data on their behalf via the Performance Team.</p>	N/A	N/A

11. YCN Chemotherapy Group - Update			
Log No	Action	Lead(s)	Deadline
31	<p>J Hancock asked the group to check with their localities if they are commissioning chemotherapy healthcare at home and if so who is providing it and what are the contractual arrangements.</p> <p>J Hancock asked members to investigate what agreements on reporting treatments in the community and home care chemotherapy services are in place.</p>	All Commissioners	22/07/2009
12. Any Other Business			
Log No	Action	Lead(s)	Deadline
32	<p>C Ferguson added that John White would be discussing issues regarding lung follow up at the next meeting.</p> <p>J Hancock informed the group that a programme on BBC 2 called 'Price of Life' was been shown that evening and suggested it might be worthwhile viewing in preparation for the potential incoming queries from the public.</p> <p>S Thornborow to add to the next meeting agenda</p>	S Thornborow	15/07/2009

Date of Next Meeting(s)

Wednesday 22nd July 2009 2:00pm
 The Board Room, 3rd Floor, Trust Head Quarters, Harrogate District Hospital

Wednesday 23rd September 2009 2:00pm
 The Board Room, 3rd Floor, Trust Head Quarters, Harrogate District Hospital

Wednesday 21st October 2009 2:00pm
 Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

Wednesday 18th November 2009 2:00pm
 Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

Wednesday 16th December 2009 2:00pm
 Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA