

**Actions of the meeting held on
Wednesday 22 July 2009, 14:00**

Yorkshire Cancer Network

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

Present:

Mr J White	Leeds Teaching Hospitals NHS Trust
Ms K Pogson	NHS Bradford & Airedale
Mrs S Frier	NHS Leeds
Mr J Hancock (Chair)	NHS North Yorkshire and York
Mrs J Thorpe	NHS Wakefield District
Mrs C Ferguson	Yorkshire Cancer Network
Mr G Hughes	
Mrs A Millett	
Ms F Stephenson	
Mr B Tinkler	

Apologies

Mrs J Cawtheray, Ms L Turner

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
33	J Hancock welcomed the group and introductions were made around the table.	N/A	N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
34	The Action Log from the meeting held on 17th June was agreed as an accurate record with the exception of Log No. 31 that should read as follows: Discussion needed regarding the baseline audit of chemotherapy services between Commissioners and local providers. All Commissioners to feedback at the meeting scheduled for 23rd September 2009.	All Commissioners	23/09/2009
4. Lung Cancer Follow-up			
Log No	Action	Lead(s)	Deadline
35	John White, Lung Cancer CNS from LTHT presented to the group. J White discussed the proposal to review the current follow up pathway and requested the support from the Commissioners prior to presentation at the Lung NSSG and the Lung Pathways Review Event in October (supporting paper attached). The Commissioners agreed to support J White's vision of follow up. S Frier and J Thorpe agreed to provide a link between the group and discussions held with J White regarding the project. C Ferguson to establish link. S Frier and J Thorpe to update the group of progress when available.	C Ferguson, S Frier & J Thorpe	When Available
36	C Ferguson and G Hughes to discuss with the Lean Healthcare Academy how to include follow up in the Lung Pathways Review Event programme.	C Ferguson & G Hughes	28/07/2009

5. Urology Patient Pathways - for sign off			
Log No	Action	Lead(s)	Deadline
37	<p>The group agreed after feedback from all PCT representatives to sign off the Urology Patient Pathways subject to the following conditions:</p> <p>1. No significant financial impact.</p> <p>2. Existing pathways were closely aligned to those already in place but discussions would need to take place between local Trust and Commissioner regarding level of compliance.</p> <p>The pathways are for review at the meeting scheduled for 18th November 2009, to discuss progress and any issues raised.</p>	C Ferguson & A Millett	18/11/2009
38	All PCT representatives to feedback and raise awareness of the outcome to locality groups.	All Commissioners	16/09/2009
39	B Tinkler agreed to formally notify the Urology NSSG of the outcome.	B Tinkler	16/09/2009
6. Children's Patient Pathways - for sign off			
Log No	Action	Lead(s)	Deadline
40	<p>F Stephenson gave the group the background information. Commissioners present agreed to the clinical aspects of the pathway, however clarity needed regarding the status of shared care practice within the localities.</p> <p>It was highlighted that SCG involvement affects the decision in signing off the pathways.</p> <p>F Stephenson to add SCG involvement and agreement wording to the pathways document.</p>	F Stephenson	23/09/2009
7. Action Plan			
Log No	Action	Lead(s)	Deadline
41	<p>The complete draft Work Programme was tabled and discussed. The group agreed to change the 'Lead' column to 'Progress'.</p> <p>The group agreed that in order to maintain an updated Work Programme regular progress updates need to be received and populated as much of the tasks are ongoing.</p> <p>All Commissioners to forward any further comments to J Hancock and S Thornborow within 3 weeks.</p> <p>J Hancock to consider comments received and present Rob Webster with a final draft.</p>	All Commissioners	12/08/2009

8. YCN Board Action Log & Meeting with Rob Webster			
Log No	Action	Lead(s)	Deadline
42	<p>J Hancock informed the group that a meeting had been arranged after the September YCN Management Board with Rob Webster to discuss the Commissioning Group Work Programme and to establish the role of Commissioning Group in collaboration with the YCN Management Board's priorities.</p> <p>J Hancock to feedback at the meeting in September.</p> <p>S Frier and J Thorpe nominated to provide a link between the Commissioning Group and Lung Group to give a commissioner perspective to development of a Network plan for the introduction and spread of endobronchial ultrasound (EBUS). C Ferguson to provide Paul Plant with contact details.</p>	C Ferguson & J Hancock	23/09/2009
9. Cancer Waiting Times Standard - Quarter 4 Performance			
Log No	Action	Lead(s)	Deadline
43	J Hancock discussed the letter from Mike Richards regarding the Quarter 4 Performance CWTs.	N/A	N/A
10. Hereditary Breast Cancer Helpline			
Log No	Action	Lead(s)	Deadline
44	<p>J Thorpe raised an ongoing issue that PCT's have been approached to fund a hereditary breast cancer helpline. J Hancock highlighted that he was not aware such services are currently commissioned.</p> <p>B Tinkler highlighted that the User Partnership Group could help resolve any questions the Commissioners might have.</p> <p>J Hancock asked the group to investigate how and if their PCT's fund support groups.</p>	All Commissioners	12/08/2009
12. Investments/disinvestment processes in 2009/10 for plans in 2010/11 onwards			
Log No	Action	Lead(s)	Deadline
45	<p>The group discussed current and future implications and agreed the item needed allocated time outside of the NSSG to discuss further.</p> <p>S Thornborow to circulate the 2 dates proposed in the meeting.</p>	S Thornborow	24/07/2009
13. Haematological Research Network			
Log No	Action	Lead(s)	Deadline
46	<p>J Hancock discussed the tabled letter from Russell Patmore, Consultant Haematologist from Hull and East Yorkshire Hospitals requesting direct funding from PCTs to fund a data collection program. Current funding is received from the Leukaemia Research Fund and drug companies.</p> <p>A decision could not be agreed at this meeting and further information was requested.</p> <p>B Tinkler to feedback to Russell Patmore.</p>	B Tinkler	12/08/2009

14. Any Other Business			
Log No	Action	Lead(s)	Deadline
47	J Hancock informed the group that a meeting to discuss SCG representation with Lisa Marriott was scheduled for 30th July and would update at the next meeting.	J Hancock	23/09/2009

Date of Next Meeting(s)

Wednesday 23rd September 2009 2:00pm
Kingswood House Surgery, 14 Wetherby Road, Harrogate, HG2 7SA

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