

**Actions of the meeting held on  
Monday 22 September 2008, 14:00**

**Yorkshire Cancer Network**

**Seminar Room, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital**

**Present:**

Ms A Harwood	Bradford Teaching Hospitals NHS Foundation Trust
Ms T Hiley	
Ms H Jones	Calderdale and Huddersfield NHS Foundation Trust
Ms N Bell	Harrogate and District NHS Foundation Trust
Mr J White	Leeds Teaching Hospitals NHS Trust
Mr S Bolton (Chair)	Mid Yorkshire Hospitals NHS Trust
Ms J Kenworthy	

**Apologies**

Ms M Adams, Ms A Ashcroft, Mrs M Coleman, Ms K Henderson, Mrs J Love, Mrs J Toovey

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
34	The action log from the last meeting was agreed as being an accurate record.	N/A	N/A
<b>3. Matters arising</b>			
Log No	Action	Lead(s)	Deadline
35	<p>•YCN Lung Cancer Pathway Development Meeting - 4th September 2008</p> <p>Nicola Bell is meeting with Geraint Hughes next week to look at the patient information pathways</p> <p>The pathways are to be sent to the YCN Management Board for approval in December.</p> <p>To feedback to the group.</p>	N Bell	Next meeting (05/12/2008)
36	<p>John White is arranging a multidisciplinary sub group to look at the follow-up component of the pathway.</p> <p>To feedback to the group.</p>	J White	Next meeting (05/12/2008)
<b>4. Feedback from M-NAT</b>			
Log No	Action	Lead(s)	Deadline
37	<p>M-NAT are working on various leaflets relating to mesothelioma.</p> <p>Simon Bolton had offered the YCN Lung Nurses Group's help on the "Asbestos Related Lung Cancer" leaflet.</p> <p>As Simon Bolton represents the group on M-NAT, John White and Marilyn Adams have withdrawn from the group.</p> <p>Simon Bolton to draft asbestos leaflet and circulate to the group for comment before the next meeting along with the additional leaflets for the group to look at.</p>	S Bolton	November 2008

<b>4. Feedback from M-NAT</b>			
Log No	Action	Lead(s)	Deadline
38	<p>Group discussed issue of support for mesothelioma patients at a network level. More information is needed around a network mesothelioma MDT. At present there is nothing definite to work towards, work needs to be done on this.</p> <p>An increasing number of mesothelioma patients are being referred to Leeds Oncology clinics and this is having an impact on the Leeds nursing workload.</p> <p>It was noted that Mike Snee is now the Network Mesothelioma Clinical Lead.</p> <p>Uptake for the CHIMP study appears mixed across the network. Some centres do not have designated people to send the information to.</p> <p>To contact K Papagiannopoulos to ask if there are any plans to review a mesothelioma specialist MDT at network level.</p>	A Harwood	November 2008
<b>5. Fact Sheet Update</b>			
Log No	Action	Lead(s)	Deadline
39	<p>John White has reviewed the leaflets and made some changes which have been discussed with Jane Archer. Once the leaflets have been signed off by the YCN Lead Team they would be sent to print.</p> <p>To keep the group updated.</p>	A Harwood	Next meeting (05/12/2008)
<b>6. Educational Event</b>			
Log No	Action	Lead(s)	Deadline
40	<p>7 sponsors confirmed for the study day and confirmation from another is awaited.</p> <p>23 delegates are confirmed to date. The group felt that people had got the Leeds study day on 26th September confused with the November date.</p> <p>To encourage staff from individual areas to attend the event.</p>	All	On-going
41	To re-circulate programme after the 26th September.	H Ryan	03/10/2008
42	<p>Helen Jones agreed to present the Patient Needs session on her own as the group is aware of the work load pressures on Jo Love at York at the present time.</p> <p>To check with Helen Ryan that Tom Carden is confirmed to speak.</p>	A Harwood	September 2008
43	To approach patient who was previously happy to speak to confirm still ok. If not, Bradford also have a patient who would be happy to speak.	H Jones	September 2008
<b>7. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
44	<p>•Recruitment</p> <p>Leeds are interviewing for a years secondment to cover Bea Sajjid's maternity leave.</p> <p>Dewsbury are interviewing for 17.5 hrs post.</p>	N/A	N/A
45	<p>•Membership List</p> <p>To circulate up to date list of the group's contact details.</p>	H Ryan	03/10/2008

<b>7. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>46</b>	<p>•Lung Cancer Nurses Forum Website</p> <p>John White encouraged the group to use the Lung Cancer Nurses Forum website especially as there is soon a new section on symptom management.</p>	N/A	N/A
<b>47</b>	<p>•Chair and Vice Chair</p> <p>Simon Bolton had come to the end of his tenure as Chair of the group. The group wished to thank him for the excellent job he has done as chairman of the group for the last 2 years and to state how much his hard work has been appreciated.</p> <p>Alison Harwood and Tracey Hiley were welcomed into the post of Chair and Vice Chair of the Group.</p> <p>To update the YCN database.</p>	H Ryan	September 2008
<b>48</b>	<p>•User Involvement</p> <p>Alison Harwood and Tracy Hiley met with Colin Sloane, YCN User Involvement Facilitator. Jan Roberts has agreed to be a patient representative on the group .</p> <p>To invite Jan Roberts to the next meeting to discuss how she would like to be involved.</p>	A Harwood	October 2008
<b>49</b>	<p>•Future meetings</p> <p>Future meetings will be held at Bexley Wing, St James's Institute of Oncology, Leeds and will run as follows:</p> <p>12.30-13.30 pm - Lunch for networking 1.30pm onwards - Business meeting</p> <p>To book rooms for 2009 meetings.</p>	H Ryan	October 2008
<b>50</b>	<p>•Christmas Night Out</p> <p>To take place straight after the Mesothelioma Study Day at the Kestrel Pub, Harrogate.</p>	N/A	N/A

**Date of Next Meeting(s)**

Friday 28th November 2008 9:00 am  
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [Educational Event]

Monday 8th December 2008 12:30 pm  
Committee Room, Trust HQ, Ground Floor, St James's University Hospital

Monday 2nd February 2009 12:30 pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 20th April 2009 12:30 pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 8th June 2009 12:30 pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 7th September 2009 12:30 pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital

Monday 9th November 2009 12:30 pm  
Seminar Room 2, Cookridge Suite, Level 7, Bexley Wing, St James's University Hospital