

Present:

Ms D Gulliford	Airedale NHS Trust
Ms L Williams	Calderdale and Huddersfield NHS Foundation Trust
Sister C Ross	Harrogate and District NHS Foundation Trust
Mr D Fox	Leeds Teaching Hospitals NHS Trust
Ms J Myers	
Ms H Barker	Mid Yorkshire Hospitals NHS Trust
Ms E Jeffers (Chair)	York Hospitals NHS Foundation Trust
Mrs C Ferguson	Yorkshire Cancer Network
Ms F Stephenson	
Mr B Tinkler	

1. Apologies

Ms M Neary

4. Peer Review			
Log No	Action	Lead(s)	Deadline
1	Members fed back on the process of preparation and visit. All members to complete evaluation and send and send to Zonal Team.	All	19/09/2007
2	The Draft report will be circulated to localities on the morning of the 23rd July 2007.	B Tinkler	23/07/2007
5. Improving Outcomes Guidance			
Log No	Action	Lead(s)	Deadline
3	Children and Young People Steering Group is being set up and the first meeting is scheduled for 30/07/2007 @ 10.30am. All localities have been asked to send representatives.	ALL	18/07/2007
4	To circulate a copy of the letter to Trust and PCT Chief Executives inviting nominations to Steering Group to Lead Managers for information.	T Shepherd	18/07/2007
5	David Fox nominated Dan Stark as Teenage and Young Adult representative.	D Fox	
6	Skin - There will be 2 Specialist MDT's based in Leeds one for melanoma and one for non melanoma. A response from the Cancer Action Team is expected on the Action Plan next week. The Group will be kept in formed of the progress	B Tinkler	19/09/2007
7	The Draft Referral Guidelines to Leeds Specialist MDT(Melanoma) will be circulated to the Group and comments are to be sent to Howard Peach.(howard.peach@leedsth.nhs.uk) Graeme Stables has been asked to produce non melanoma guidelines which will be circulated to the Group	T Shepherd	July 2007

Lead Managers Group : Actions of the meeting held on Wednesday 11th July 2007 1:30 pm

5. Improving Outcomes Guidance			
Log No	Action	Lead(s)	Deadline
8	To circulate Draft Measures for Skin to Lead Managers for consultation along with information on a Workshop to discuss draft measures.	C Sheard	13/07/2007
9	To circulate Draft measures for Gynaecology for consultation.	C Sheard	13/07/2007
10	Sarcoma - Department of Health to confirm numbers of sarcomas described in Action Plans, submitted by 3 Networks in Yorkshire and Humber SHA.	B Tinkler	19/09/2007
11	Brain/CNS - a Network Group will be set up in Autumn.	S Duffy	19/09/2007
12	Head and Neck Action Plan will be resubmitted to Department of Health confirming 3 MDT's and 4 operating sites.	B Tinkler	
13	Upper GI pathway- Leeds and Mid Yorkshire will meet to progress the pathway a.s.a.p.	J Myers/H Barker	
14	York and Leeds will meet to discuss the pathway and MDT co-ordination issues.	J Myers/E Jeffers	
6. Healthcare Commission Annual Health Check 2006/2007			
Log No	Action	Lead(s)	Deadline
15	To liaise with the Chemotherapy Group to clarify process of Network Guidelines and compliance.	B Tinkler	19/09/2007
7. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
16	It was agreed that the Group supported the proposal to present CWT data in revised formats helpful.	P Melling	19/09/2007
8. Service Improvement			
Log No	Action	Lead(s)	Deadline
17	<p>YCN Lead team will keep Lead Managers involved in NSSG development programme.</p> <p>Carol Ferguson informed the group of the Cancer Reform Strategy and focus on the in patient care and various pilot projects of which there are none in the YCN. Carol Ferguson will circulate the information and asked the managers to nominate if they would be interested in doing more detailed work.</p>	C Ferguson/Lead Managers	19/09/2007
9. Any Other Business			
Log No	Action	Lead(s)	Deadline
18	David Fox updated on requests from localities for clinical and medical oncology from Leeds and advised that localities submit requests now, due to staffing capacity.	All	July
19	Radiotherapy waiting times on average less than 4/52.	D Fox	Ongoing
20	To circulate New Oncology Wing MDT meeting times to the Group.	T Shepherd	18/07/2007

Date of Next Meeting(s)

Wednesday 19th September 2007 1:30 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 5th December 2007 1:30 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital