

**Actions of the meeting held on
Wednesday 05 December 2007, 13:30**

Yorkshire Cancer Network

YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Present:

Ms C Livens	Bradford and Airedale Teaching PCT
Ms M Neary	Bradford Teaching Hospitals NHS Foundation Trust
Ms L Williams	Calderdale and Huddersfield NHS Foundation Trust
Mrs S Ebbage	Harrogate and District NHS Foundation Trust
Mrs J Cawtheray	Kirklees PCT
Ms J Reeves	Leeds PCT
Mr S Davies	Leeds Teaching Hospitals NHS Trust
Ms H Barker	Mid Yorkshire Hospitals NHS Trust
Mr J Hancock	North Yorkshire and York PCT
Ms K Evans	Wakefield District PCT
Ms E Jeffers (Chair)	York Hospitals NHS Foundation Trust
Mrs C Ferguson	Yorkshire Cancer Network
Mrs M Holland	
Mr P Melling	
Ms F Stephenson	
Mr B Tinkler	

Apologies

Ms D Gulliford, Ms M Saffer, Ms J Salter

1. Welcome and Apologies			
Log No	Action	Lead(s)	Deadline
40	Elaine Jeffers kindly chaired the meeting.		N/A
2. Action Log from the last meeting			
Log No	Action	Lead(s)	Deadline
41	The Action Log from the last meeting held on Wednesday 15th November 2006 was accepted as a true record.		N/A
4. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
42	Philip Melling presented the CWT information for Q2 (July/August/September) and the October data. To circulate the presentation with the Action Log.	P Melling	21/12/2007
43	Members of the group wanted the new format data sent to them on an organisation specific basis.	P Melling	21/12/2007
44	Significant concerns were raised about breaches in the Thoracic pathway by LTHT and the lack of communications by LTHT to referring Trusts. Stephen Davis to raise this issue with LTHT team. Barry Tinkler to raise this with Mark Baker.	S Davies/B Tinkler	31/01/2008

5. Improving Outcomes Guidance			
Log No	Action	Lead(s)	Deadline
45	<p>Barry Tinkler had circulated the IOG paper discussed at the Network Board meeting on 5th December 2007. The Board approach and specific implementation issues were discussed.</p> <p>Communications on the upper GI pathway between Leeds, Harrogate, Mid Yorkshire and York to be progressed.</p> <p>Fiona Stephenson to contact LTHT re: Upper GI pathway.</p>	F Stephenson	31/12/2007
5.1. Pathway Development Work			
Log No	Action	Lead(s)	Deadline
46	<p>Barry Tinkler outlined the wider Network group and Board development context. Marlene Holland outlined the approach with the Network groups and the levels of engagement required. Links to the 18 week project were highlighted.</p> <p>Barry Tinkler to write to the PCT Directors of Commissioning to request clinical commissioner named contacts to invite to pathway events.</p>	B Tinkler	31/12/2007
47	Pathway meeting minutes/outputs to be circulated to the commissioning leads for comment. If significant impact then, a '1 off' meeting should be arranged.	Pathway Leads	As Required Following Meeting
48	Pathway meeting minutes/outputs to be sent to Locality groups for discussion.	Pathway Leads	As Required Following Meeting
49	Pathway meeting minutes to be added to group page on website.	Pathway Leads/P Melling	As Required Following Meeting
50	Timetable and range of pathways to be developed to include in Work Programme.	Pathway Leads	
6. Any Other Business			
Log No	Action	Lead(s)	Deadline
51	<p>► Cancer Reform Strategy</p> <p>The group discussed the Cancer Reform Strategy.</p> <p>To circulate to the group a copy of Mike Richards' presentation.</p>	G Thomson	21/12/2007
52	<p>► Bowel Cancer Screening Programme</p> <p>A letter from Barry Tinkler to John Hancock outlining provision and commissioning principles were discussed.</p> <p>It was agreed that John Hancock would circulate specific queries to PCTs. A paper would be produced for the Yorkshire and Humber SHA Steering group identifying specific issues.</p>	J Hancock/B Tinkler/J Taylor Clark	31/12/2007
53	<p>► PET-CT</p> <p>The group discussed funding. PCTs are included within the 2008/09 independent sector/local delivery planning process.</p>		N/A

6. Any Other Business

Log No	Action	Lead(s)	Deadline
54	<p>► Invoicing</p> <p>Invoicing by LTHT for attendance at Calderdale & Huddersfield Thoracic MDT was raised.</p> <p>Lisa Williams to respond.</p>	Lisa Williams	N/A
55	<p>► Governance</p> <p>It was agreed to circulate the Network Board Governance paper to the group for information.</p>	G Thomson	21/12/2007
56	<p>► Future Role</p> <p>It was agreed to discuss the future role of the YCN Commissioning Group at its next meeting to be held on Monday 11th February 2008 2.00pm.</p>	All	11/02/2008

Date of Next Meeting

To be scheduled