

**Actions of the meeting held on  
Wednesday 23 July 2008, 13:30**

**Yorkshire Cancer Network**

**Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital**

**Present:**

Ms G Hollingsworth	Bradford Teaching Hospitals NHS Foundation Trust
Ms A Walton	Calderdale and Huddersfield NHS Foundation Trust
Ms K Aldous	Leeds Teaching Hospitals NHS Trust
Ms M Hayes	Mid Yorkshire Hospitals NHS Trust
Mr M Harvey	York Hospitals NHS Foundation Trust
Mrs C Ferguson	Yorkshire Cancer Network
Mr P Melling	
Mr B Tinkler	

**Apologies**

Ms L Booth, Mr D Fox, Ms J Livesey, Ms M Neary, Ms F Stephenson

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
14	The action log from the last meeting was agreed as being an accurate record.	N/A	N/A
<b>3. Improving Outcomes Guidance Update</b>			
Log No	Action	Lead(s)	Deadline
15	Update on all Improving Outcomes Guidance provided.  Upper GI for Leeds, York, Harrogate and Mid Yorkshire outstanding.  Mid Yorkshire Head and Neck position outlined.  PCTs being contacted by Health Care Commission for an update on Improving Outcomes Guidance compliance.  To keep the group updated.	B Tinkler	On-going
<b>4. Peer Review</b>			
Log No	Action	Lead(s)	Deadline
16	National Peer Review Consultation documents emailed to group on 17th June 2008.  The YCN is expected to be reviewed in June 2009 for Skin, Revised Gynaecology, Specialist Upper GI and Urology. A possibility and not confirmed is a review of breast and/or lung.  Children and possibly TYA will be reviewed in 2010.  Individual comments on consultation document to be sent directly to National Peer Review Team.	All	31/08/2008
17	Attendance at future Zonal/ YCN meetings discussed.  Reflect on possible internal network peer/ peer visit.	All	Next meeting (08/10/2008)

<b>5. Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
18	Philip Melling presented the latest cancer waiting times to the group and gave an update on the new cancer standards.  To keep the group updated.	P Melling	On-going
<b>6. Trust Key Issues Update</b>			
<b>6.1 Airedale</b>			
Log No	Action	Lead(s)	Deadline
19	Not present.	N/A	N/A
<b>6.2 Bradford</b>			
Log No	Action	Lead(s)	Deadline
20	Looking for options for data capture systems.  Peer Review preparation and encouraging sites to focus on 3 key evidence.  Meetings for head and neck and skin taking place.  To keep the group updated.	M Neary/ G Hollingsworth	On-going
<b>6.3 Calderdale and Huddersfield</b>			
Log No	Action	Lead(s)	Deadline
21	September start date for PPM.  Chemotherapy reporting system being considered  Struggling to recruit to dermatology post.  Joint working with LTHT on lung and sarcoma pathway also difficult.  Bowel screening is progressive, planning a visit to Gateshead.  Employed a Matron for Cancer.  Out to advert for a haematologist to be followed by a second.  To keep the group updated.	A Walton	On-going

<b>6. Trust Key Issues Update</b>			
<b>6.4 Harrogate</b>			
Log No	Action	Lead(s)	Deadline
<b>22</b>	<p>Feedback paper tabled in Liz Booth's absence.</p> <p>Cancer Waiting Times have improved with much dedicated time and effort.</p> <p>A successful bid for a 3 site Bowel Screening Centre with Leeds, York and Harrogate. JAG visit in July with a number of small recommendations to be undertaken within a 2 month period.</p> <p>General Surgeon with a specialist interest in Breast Surgery particularly breast reconstruction and a consultant urologist have been appointed.</p> <p>Work and Cancer Reform Strategy Action Plans are in place to deliver the new standards of all treatments within 31 days. System developed to ensure all breast screening and upgraded referrals are part of tracking process. Steering Group established to implement data implications of the Cancer Reform Strategy, anticipated that this will be developed in advance of December target.</p> <p>To keep the group updated.</p>	L Booth	On-going
<b>6.5 Leeds</b>			
Log No	Action	Lead(s)	Deadline
<b>23</b>	<p>Various Improving Outcome Guidance work on-going including Head and Neck with Mid Yorkshire and business cases for Sarcoma and Skin.</p> <p>Pathway work - risks spread across the Board starting with Head and Neck where a number of whole trust breaches.</p> <p>The Cancer Reform Strategy action plan is with supporting group.</p> <p>MDT Leads Group to improve communications.</p> <p>MDT Co-ordination workforce assessment.</p> <p>Breast Screening Quality visit took place on 22nd July 2008.</p> <p>To keep the group updated.</p>	K Aldous	On-going
<b>6.6 Mid Yorkshire</b>			
Log No	Action	Lead(s)	Deadline
<b>24</b>	<p>Working with PCT on Cancer Reform Strategy action planning.</p> <p>Going to advert for a Macmillan funded Patient Information post.</p> <p>Celebrating Success Award for the team working with laryngectomy patients. Also a prize for breast reconstruction service.</p> <p>Now have a local Upper GI MDT in place, trying to work through the processes.</p> <p>Working with Kathryn Aldous at Leeds on Head and Neck to establish numbers.</p> <p>To keep the group updated.</p>	M Hayes	On-going

<b>6. Trust Key Issues Update</b>			
<b>6.7 York</b>			
Log No	Action	Lead(s)	Deadline
<b>25</b>	<p>Cancer Services now a Directorate in its own right, David Alexander is on the Executive Board.</p> <p>Continue to work towards JAG/ GRS Bowel Screening compliance.</p> <p>Upper GI is still difficult internally.</p> <p>Capacity of oncologists - looking to appoint fourth oncologist.</p> <p>Gynaecology chemotherapy to bring back from Leeds.</p> <p>Lead Nurse and Matron for Cancer post going through AFC.</p> <p>Arranging User Group Event on 'Living Positively with Cancer'.</p> <p>Reviewing Cancer Care Centre use.</p> <p>To keep the group updated.</p>	M Harvey	On-going
<b>7. Clinical Networks Review</b>			
Log No	Action	Lead(s)	Deadline
<b>26</b>	<p>'Review of Formal Clinical Networks - Assessment' YCN Board paper presented by Barry Tinkler. Paper can be circulated to any interested colleagues.</p> <p>Feedback is expected at the end of August 2008.</p> <p>To keep the group updated.</p>	B Tinkler	On-going
<b>8. Commissioning Toolkit</b>			
Log No	Action	Lead(s)	Deadline
<b>27</b>	<p>Demonstration given by Philip Melling.</p> <p>To circulate username and password when released by the National Team.</p>	P Melling	On-going
<b>9. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>28</b>	<p>•Cancer Registry Dataset</p> <p>Philip Melling informed Lead Managers about this piece of work.</p> <p>To work with the YCN Information Group.</p>	P Melling	On-going

<b>9. Any Other Business</b>			
Log No	Action	Lead(s)	Deadline
<b>29</b>	<p>•Cancer e-Atlas</p> <p>A new public website 'Cancer e-Atlas' that has been launched that has been developed for the newly established National Cancer Intelligence Network by:</p> <p>Yorkshire and Humber PHO (YHPHO) - on behalf of the Association of Public Health Observatories (APHO)                      Northern and Yorkshire Cancer Registry and Information Service (NYCRIS) - on behalf of the UK Association of Cancer Registries (UKACR).</p> <p>The new website is an interactive tool to improve public access to basic cancer statistics on the incidence of, and mortality / survival from the main types of cancers in men and women at Local Authority and Cancer Network level across England.</p> <p>Explore how useful Cancer e-Atlas might be to individual organisations at <a href="http://www.ncin.org.uk/eatlas">www.ncin.org.uk/eatlas</a></p>	All	On-going
<b>30</b>	<p>•Contact details</p> <p>To circulate email contact details around the group.</p>	H Ryan	July 2008

**Date of Next Meeting(s)**

Wednesday 8th October 2008 1:30 pm  
 Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Wednesday 17th December 2008 1:30 pm  
 Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital