

Actions of the meeting held on  
Tuesday 26 January 2010, 14:00

Yorkshire Cancer Network

Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

**Present:**

Ms D Gulliford	Airedale NHS Trust
Ms A Walton (Chair)	Calderdale and Huddersfield NHS Foundation Trust
Mrs A Craig	Leeds Teaching Hospitals NHS Trust
Mr C Barrett	Mid Yorkshire Hospitals NHS Trust
Mr M Harvey	York Hospitals NHS Foundation Trust
Mrs C Ferguson	Yorkshire Cancer Network
Mrs C Irving	
Mr P Melling	
Mrs H Ryan	
Mrs J Toovey	

**Apologies**

Ms G Hollingsworth

<b>2. Action Log from the last meeting</b>			
Log No	Action	Lead(s)	Deadline
55	<p>The action log from the last meeting was agreed to be a true record.</p> <p>C Ferguson informed the group that the Commissioning Strategy for taking forward the NCAG action plan is still awaited.</p> <p>To keep the group updated on progress.</p>	C Ferguson	13/04/2010
<b>3. Matters arising</b>			
<b>3.1 Commissioning Proposals for CAT</b>			
Log No	Action	Lead(s)	Deadline
56	<p>C Ferguson updated the group on the two WCC Exemplar Project proposals for which NCAT funding is available.</p> <p>► Costing the Colorectal Pathway</p> <p>This project is being taken forward in collaboration with Bradford Trust and is a detailed project, comparing the income associated with commissioning the cancer pathway with the costs to the Trust of delivery of service. It will consider the cancer patient pathway in the context of the whole colorectal service.</p> <p>► Pathways into contracts/delivering innovative service models</p> <p>C Ferguson explained this project(s) has now been withdrawn from the Exemplar Group and a revised approach to this work will now be undertaken.</p> <p>To keep the group updated.</p>	C Ferguson	13/04/2010
<b>3.2 Proposal to hold more frequent joint meetings with YCN Commissioners' group</b>			
Log No	Action	Lead(s)	Deadline
57	<p>The group agreed to have two joint meetings with the Commissioning group.</p> <p>C Irving to organise this and to advise both groups of the new arrangements.</p>	C Irving	13/04/2010

<b>4. Peer Review Information Update</b>			
Log No	Action	Lead(s)	Deadline
<b>58</b>	<p>H Ryan updated the group as follows:-</p> <p>MDTs and NSSGs have now completed a full cycle of the new process of self assessment and internal validation for 2009/10.</p> <p>The Breast and Lung MDTs and NSSGs were subject to external verification by the Zonal Team which took place in November 2009. Draft external verification reports were circulated to the Network and Localities for comment and a response requested by 8th January 2010.</p> <p>A full Board report on external verification outcomes was circulated across the YCN in January.</p> <p>The Network and Trusts are preparing for the Peer Review visits in March 2010.</p> <p>The deadline for self assessment and upload of evidence to CQuINS: Friday 22nd January 2010</p> <p>Pre-Visits for Localities and YCN will be on the 10th and 11th February 2010.</p> <p>Visits for localities and YCN will take place in March.</p> <p>YCN Peer Review Visit (for Gynae, Urology, Upper GI, HPB and Skin NSSG's) will take place on 26th March 2010.</p> <p>Representatives from NSSG's, User/ Carer, Lead Manager rep and Commissioner have been invited to attend the Network Visit.</p> <p>Trust Chief Executives and Lead Cancer Management Teams have been notified of the 2010/11 peer review schedule which was tabled at the meeting.</p> <p>Head and Neck and Colorectal Measures should be due out end of January 2010.</p> <p>Haematology revised measures have been delayed. They will not be reviewed in 2010/11 round.</p> <p>To keep the group updated as necessary.</p>	H Ryan	Ongoing
<b>5. Improving Outcomes Guidance Update</b>			
<b>5.1 Supportive &amp; Palliative Care</b>			
Log No	Action	Lead(s)	Deadline
<b>59</b>	<p>J Toovey tabled the Supportive and Palliative Care Audit tool for the Peer Review process. The aim is to measure the % of patients where the patient centred aspects of care indicated in the NICE S&amp;P Guidance and the Cancer Quality Measures have been delivered. Members agreed to support the use of this within MDTs.</p> <p>To update the group on progress of this work as necessary.</p>	J Toovey	Ongoing

<b>5. Improving Outcomes Guidance Update</b>			
<b>5.2 Upper GI and Pancreatic</b>			
Log No	Action	Lead(s)	Deadline
<b>60</b>	<p>The Network guidelines for the investigation and management of pancreatic cancer have now been signed off and are available on the YCN web.</p> <p>Members discussed ongoing issues surrounding referral and transfer of imaging issues.</p> <p>The transfer of pancreatic surgery from Bradford to LTHT had commenced on 1st December 2009. As far as the YCN were aware, this arrangement is working effectively.</p> <p>To update the group as necessary.</p>	C Ferguson	Ongoing
<b>6. Going Further on Cancer Waiting Times</b>			
Log No	Action	Lead(s)	Deadline
<b>61</b>	<p>P Melling presented the latest CWT.</p> <p>To continue to keep the group updated on performance.</p>	P Melling	13/04/2010
<b>6.1 2 week urgent referral policy</b>			
Log No	Action	Lead(s)	Deadline
<b>62</b>	The group were informed that the Board ratified the referral policy and is now available on the YCN web.	N/A	N/A
<b>6.2 2 week for all breast referrals</b>			
Log No	Action	Lead(s)	Deadline
<b>63</b>	<p>All Trusts reported that they are working hard to achieve this target and that January data is looking good.</p> <p>Phillip Melling to amend the 2ww access policy to include breast symptomatic referrals.</p>	P Melling	13/04/2010
<b>7. Local update</b>			
Log No	Action	Lead(s)	Deadline
<b>64</b>	<p>► Calderdale and Huddersfield</p> <p>There are two staff grade Haematologist vacancies out to advert and a Locum is due to start in February.</p> <p>Varian (chemotherapy) and SystmOne (palliative care) and PPM are due to go live shortly.</p>	N/A	N/A
<b>65</b>	<p>► Mid Yorks</p> <p>Loraine Turner is to start on 1st March as Associate Director for Cancer Services and clinical lead. There will be an appointment of a Lead Cancer Nurse and there is clinical interest in the Lead Cancer Clinician role now that a structure is starting to take shape for a cancer team.</p> <p>There has recently been an Upper GI meeting with Leeds however the outcome was not discussed.</p>	N/A	N/A

**Lead Managers Group : Actions of the meeting held on Tuesday 26th January 2010 2:00pm**

<b>7. Local update</b>			
Log No	Action	Lead(s)	Deadline
66	<p>► Leeds</p> <p>PPM is currently being reviewed by the Informatics board who are putting together a 5 year development plan, which may involve implementing PPM across the Trust.</p>	N/A	N/A
67	<p>► York</p> <p>Two Medical Oncologists, are due to start in March.</p> <p>PPM is expected to be made available as a read only version.</p> <p>Bowel cancer screening is to go live this week.</p>	N/A	N/A
68	<p>► Airedale</p> <p>The Haematology staff grade appointment has fallen through and it was reported that the recruiting difficulties are due to the two year's experience stipulation. The group discussed the option of replacing this with a developmental programme.</p> <p>It is expected that PPM will be available as a read only version by March, after which plans will be made to work up to full access.</p> <p>The LEAN project is going well, enabling them to be NICE compliant in offering CT before bronchoscopy, thus reducing the pathway by one week.</p> <p>There is now a joint Chemotherapy group with Bradford who met for the first time in January. Their remit is to be responsible for joint policies across the localities.</p>	N/A	N/A

**Date of Next Meeting(s)**

Tuesday 13th April 2010 2:00pm  
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Wednesday 16th June 2010 2:00pm  
St Gemma's Hospice, Moortown, Leeds, LS17 6QD

Thursday 16th September 2010 2:00pm  
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Tuesday 9th November 2010 2:00pm  
Meeting Room, 50 Lancaster Park Road, Harrogate District Hospital

Wednesday 8th December 2010 2:00pm  
St Gemma's Hospice, Moortown, Leeds, LS17 6QD