

Present:

Dr I Fenwick	Bradford and Airedale Teaching PCT
Dr G Haslam (Chair)	
Dr D Wild	Calderdale PCT
Dr P Selby	Leeds PCT
Dr R Markham	North Yorkshire and York PCT
Mr P Melling	Yorkshire Cancer Network
Mr B Tinkler	
Mrs J Toovey	

1. Apologies

Dr S Balmer, Dr S Wood

2. Minutes of last meeting

Log No	Action	Lead(s)	Deadline
36	These were agreed as an accurate record.		

4. Primary Care Toolkit PCT Return

Log No	Action	Lead(s)	Deadline
37	Primary Care Toolkit was discussed and suggestions were made on how to move forward. Dr Haslam to produce a draft shortened version of the Toolkit for the next meeting.	G Haslam	14/05/2007
38	To devise an electronic version of the Toolkit	P Melling	14/05/2007
39	To add 'To Review PCCL Appointments Across the Network' to the agenda for the next meeting.	C Sheard	21/05/2007

5. Use of YCN Interface Monies 2006 - 2007

Log No	Action	Lead(s)	Deadline
40	The draft paper prepared by Mr Tinkler was discussed. Mr Tinkler went through the principles of the paper. Locality groups have been looking at using the money and how to prioritise the proposals. There was a discussion on the various requests for money. Mrs Toovey spoke about the Chemotherapy Project in the community. She is working with David Thompson (Network Pharmacist) on the first draft of the project with input from Commissioning and Primary Care. Mr Tinkler to update the draft paper to say - 'If the PCT cannot come up with projects locally that can meet the criteria then the money reverts to the Chemotherapy Project.' Chemotherapy Project to be an agenda item for next meeting.	C Sheard	07/05/2007
41	To approach the Board and PCT Commissioners once the project for utilisation of funds is agreed.	B Tinkler	14/05/2007

Primary Care Group : Actions of the meeting held on Tuesday 6th February 2007 4:00 pm

6. Feedback on Nursing			
Log No	Action	Lead(s)	Deadline
42	Feedback was given on the recent Pan Network Event. A report will be written and forwarded to group members.	J Toovey	02/04/2007
43	Details of the Advanced Communication Skills Course were given to members. This course is being held as part of the Peer Review measures. Dr Selby will be attending the course. Dr Selby to give feedback on the course at the next meeting.	P Selby	05/06/2007
44	The nursing implications of the Children & Young People and Skin IOG were explained. The Supportive Palliative Care Action Plan were published two years ago and needs to be completed by December 2008. Locality groups will be responsible for implementing this. Mrs Toovey to attend future locality group meetings to explain and discuss Action Plan.	J Toovey	01/12/2008
7. IOG Action Plan			
Log No	Action	Lead(s)	Deadline
45	The group were brought up-to-date on the Skin IOG Action Plan. The Action Plan was distributed for comments in January. Mr Tinkler to liaise with Chair of YCN Skin Cancer Group to progress this work.	B Tinkler	07/05/2007
8. Implementation of IOG Paediatric Oncology			
Log No	Action	Lead(s)	Deadline
46	There have been discussions on shared care and delivery of IOG for Children & Young People. Two baseline assessment questionnaires have been produced but there is a need to plan for smooth transfer of care with agreement between Leeds and other Trusts. To circulate YCN Children & Young People IOG that was produced for the Management Board meeting. Group members to give their comments.	C Sheard	23/03/2007
10. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
47	The latest cancer waiting times figures were discussed. To advise group of population figures for the PCT's.	P Melling	30/03/2007
48	Radiotherapy waiting lists were discussed and Dr Haslam asked for a breakdown of the total wait for radiotherapy when it is not first treatment by cancer site. There is concern that patients are not getting good quality care. To write to Mr Fox to confirm figures and report back to the group.	B Tinkler	30/03/2007

Date of Next Meeting(s)

Tuesday 5th June 2007 4:00 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Tuesday 4th September 2007 4:00 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Tuesday 4th December 2007 4:00 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital