

Present:

Dr D Clements	Airedale NHS Trust
Mr A Henry	
Dr R Calvert	Bradford Teaching Hospitals NHS Foundation Trust
Mrs H Hey	
Dr C Kay	
Mr J May	
Dr A Verma	Calderdale and Huddersfield NHS Foundation Trust
Dr A Baird	Leeds Teaching Hospitals NHS Trust
Mr S Dexter (Chair)	
Dr K Naik	
Mrs K Smith	
Dr S Shah	Mid Yorkshire Hospitals NHS Trust
Ms E Jeffers	York Hospitals NHS Foundation Trust
Dr S Smale	
Mrs M Holland	Yorkshire Cancer Network
Mr P Melling	
Ms C Sheard	
Ms F Stephenson	
Mr B Tinkler	

1. Apologies

Dr M Denyer, Mr G Dyke, Ms S Huntley, Dr A Lowe, Ms W Markey, Ms A Procter, Ms H Roberts, Dr D Sebag-Montefiore, Ms L Verity, Ms T Wilcocks

4. Network Group Development			
Log No	Action	Lead(s)	Deadline
1	Following the last Network Group Development meeting a group Action Plan was prepared by Ms Stephenson based on discussions. Mr Dexter described the content. Action Plan to be circulated to NSSG.	C Sheard	11/10/2007
2	One of the main issues in the plan was membership and the need to review attendance by locality. The group agreed that discussion needs to take place with Trust Lead Managers & Clinicians to ensure representation. It was agreed that Mr Dexter would write to the MDT Lead / Lead Managers asking for nominations. Ms Stephenson and Mr Duffy will draft the letter.	F Stephenson & S Duffy	13/07/2007
3	Pathways To arrange the meeting between Leeds, Mid Yorkshire and the YCN.	S Dexter / F Stephenson	July 2007
4	Clinical Guidelines and Treatment Protocols Mr May offered to review the guidelines and identify which areas should be reviewed. To email guidelines to Mr May.	C Sheard	13/07/2007

4. Network Group Development			
Log No	Action	Lead(s)	Deadline
5	Diagnostic To arrange a Referral Pathways meeting for September / October 2007.	C Sheard	13/07/2007
6	Membership Membership list and attendance to be circulated with Action Log.	C Sheard	July 2007
4.1. Educational Event			
Log No	Action	Lead(s)	Deadline
7	The group discussed and agreed the programme and speakers for the educational event taking place on Tuesday 2nd October at the Pavilions of Harrogate, Great Yorkshire Showground. Members discussed the possibility of having a nurses presentation or having a separate break-out session for nurses. Ms Sheard to draft the programme and send to Mr Dexter. It is anticipated this will be circulated at the end of July 2007.	C Sheard	31/07/2007
5.1. West West Yorkshire			
Log No	Action	Lead(s)	Deadline
8	Dr Kay updated the group on the time-out which was very successful. The 'Bradford only' section of the MDT has now ceased. The Gastric Cancer Referral Guidelines have been produced and the oesophago-cancer guidelines will be completed in the next 6-8 weeks. Ms Hey to send draft guidelines when completed to Ms Sheard for circulation to the group and PCTs for comments.	H Hey	11/10/2007
5.2. Leeds, North and Mid Yorkshire			
Log No	Action	Lead(s)	Deadline
9	Mr Dexter gave feedback on the progress of the referral pathway for oesophago-gastric cancers in Harrogate, York and Mid Yorkshire. He has had positive discussions with Harrogate and York. Some issues were raised with Mid Yorkshire regarding the MDT, CNS and radiology which will be addressed at the Mid Yorkshire meeting. Mr Dexter reported that the Leeds Upper GI MDT will now take place on a Tuesday morning (currently a Monday). York expressed the need to discuss this to co-ordinate with the York MDT also on a Tuesday morning. This will be taken forward outside the meeting.	S Dexter	11/10/2007
6. Annual Report 2006-2007			
Log No	Action	Lead(s)	Deadline
10	Ms Stephenson & Ms Sheard agreed to produce a draft Annual Report and circulate to the group for comments.	F Stephenson / C Sheard	11/10/2007

8. Cancer Waiting Times			
Log No	Action	Lead(s)	Deadline
11	Data was presented by Dr Clements and Mr Melling in a new patient level graphical format. To circulate the new format CWT data at Trust level to the Group.	P Melling	July 2007
9. Any Other Business			
Log No	Action	Lead(s)	Deadline
12	NYCRIS NYCRIS have produced a document entitled 'One and five year relative survival rate for major cancer sites and site groups by cancer network and sex.' Ms Sheard to circulate a copy with the Action Log.	C Sheard	11/10/2007
13	Endoscopy Mr Tinkler has been invited to attend the SHA Wave 2 Endoscopy Group and will keep the group updated.	B Tinkler	Review 11/10/2007

Date of Next Meeting(s)

Tuesday 2nd October 2007 9:00 am
Pavilions of Harrogate, Great Yorkshire Showground, Harrogate [EVENT]

Thursday 11th October 2007 2:00 pm
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital