

**Present:**

Ms J Harrison	Airedale NHS Trust
Ms C Rock	Bradford Teaching Hospitals NHS Foundation Trust
Ms M Jennings	Harrogate and District NHS Foundation Trust
Ms H Ankrett	Leeds Teaching Hospitals NHS Trust
Ms M Allinson	User Partnership Group
Mr B Atkins	
Mr H Butcher	
Mrs J Conti	
Mrs S Cooke	
Mr & Mrs R Dailey	
Ms R Dixey (Chair)	
Ms C Holman	
Mr D Howe	
K Nowell	
Mrs P Oates	
Mr A Rawson	
Mr J Revely	
Miss R Rider	
Mrs D Robinson	
Mr C Sloane	
Mr M Child	Yorkshire Cancer Network
Mrs H Ryan	
Ms F Stephenson	
Mrs J Toovey	

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**1. Apologies**

Mrs V Allinson, Mrs C Allmark, Mrs J Archer, Mrs M Blennerhassett, Ms C Downes, Ms A Harwood, Mrs P Hope, Ms P Middlebrook, Ms F Pendino, Ms J Richardson, Mrs L Russell, Mr P Sale, Mrs B Shuttleworth, Mrs K Smith, Ms S Smith, Ms R Tray, Mrs P Whitaker, Ms S Yunis

**2. Minutes of last meeting**

Were agreed as being an accurate record.

**3. Matters arising**

None.

#### 4. Service User Involvement in Palliative Care

Colin Sloane welcomed to the meeting Charlotte Rock, Macmillan CNS in Palliative Care at Bradford and Chair of YCN Palliative Care Group and Helen Ankrett, CNS in Palliative Care at Leeds and Chair of YCN Palliative Care Nurses Group.

Charlotte Rock and Helen Ankrett gave an overview of palliative and supportive care and of the YCN Palliative Care Group role, membership and work programme.

A secondary YCN Supportive Care Group, chaired by June Toovey has also been established which sits alongside the YCN Palliative Care Group to take forward the supportive care elements of the NICE guidance.

A discussion followed regarding the engagement of Service Users/ Carers with the YCN Palliative Care Group. It was agreed that 2 service Users/ Carers should become representatives on the YCN Palliative Care Group and on the YCN Supportive Care Group.

Sue Cooke and Diana Robinson volunteered for the YCN Palliative Care Group and Keith and Aline Nowell and Marion Allinson volunteered for the YCN Supportive Care Group.

**Action: Invite Charlotte Rock and Helen Ankrett to a future meeting to feedback on the specialist palliative care provision audit (9-5/ 7 day/week) once results are available.  
Helen Ryan to ensure nominees are added to respective Network Site Specific Groups.**

#### 5. Facilitator Update

##### 5.1. Update on User Involvement Strategy

Following a consultation period the final YCN User Involvement Strategy was ratified by the YCN Management Board on 22nd January 2007. An Action Plan developed from the Strategy will be submitted to the next YCN Management Board meeting in April.

**Action: Martin Child and June Toovey to develop action plan and submit to YCN Management Board in April.**

##### 5.2. Colorectal Straight to Test Issues

Jane Archer has been liaising with Jill Bassatt, Colorectal CNS on Colorectal Straight to Test to seek user feedback on three proposed standard patient letters. Copies of the letters have been sent to the YCN Editorial Panel for feedback.

##### 5.3. Solnetwork.org.uk

David Howe informed the group of the solnetwork.org.uk website. The website will support 'Shaping Our Lives' vision of an equal and fair society where people have the same opportunities, choices, rights and responsibilities. A society where people have choice and control over the way they live and the support services they use. The website is particularly aimed at user controlled organisations.

The Yorkshire Cancer Research Network (YCRN) User Partnership Group is already a member of the website. David Howe proposed for the YCN User Partnership group to join the website, this was supported by the group.

##### 5.4. Visual Equipment Aids

Deferred for a future meeting.

#### 6. Proposal of new Co-Chair

Rachael Dixey informed the group that she would be standing down as Co-Chair of the YCN User Partnership Group and proposed for Marion Allinson to take on the role. The meeting unanimously supported the proposal and Marion Allinson has accepted the position. The group is very grateful to Marion Allinson and will provide any support required.

Colin Sloane, on behalf of the YCN User Partnership Group, thanked Rachael Dixey for her hard work over the past 3 and half years as Co-Chair of the YCN User Partnership Group. Martin Child presented Rachael Dixey with a bouquet of flowers.

Colin Sloane encouraged the group to consider taking over his role as Co-Chair of the YCN User Partnership Group.

**Action: Nominations for Co-Chair to Martin Child.**

## **7. Feedback from Away Day and Proposed Workplan**

The report from the YCN User Partnership Group Away Day 'The Way Forward' held on 12th December 2006 at the Chevin Country Park Hotel was tabled.

A draft YCN User Partnership Group work programme formulated from discussions at each of the Away Day sessions was tabled. A discussion followed including levels of and links with commissioning, involvement and representation on NSSG's and the lead identified to take forward the aims/ objectives.

**Action: Martin Child and Colin Sloane to amend work plan in light of discussion.**

**Group members to send further comments on the work programme to Martin Child including values on prioritisation of work.**

**Group members to volunteer to lead on aims/objectives identified in the work programme.**

**Fiona Stephenson to invite commissioning representative to a future meeting to help understand levels of commissioning arrangements and links with commissioning.**

**Fiona Stephenson and Martin Child to document NSSG involvement discussion to support user involvement work.**

## **8. Any Other Business**

•Reva Tray has been elected as the new Co-Chair of the YCN User Information Sub-group to work alongside Brian Atkins.

•Keith and Aline Nowell gave an overview of the Oncology Health Centre visit to Hull (report previously circulated to the group). It was agreed to discuss the issue more fully at the next meeting.

•Fiona Stephenson informed the group that phase 3 of the Peer Review Programme will take place in June 2007 for Head and Neck Cancer, Colorectal Cancer and Intrathecal Chemotherapy Services. Work is ongoing with MDT and Network Site Specific Group colleagues across the YCN.

•Diana Robinson highlighted that from 5th - 31st March Marks and Spencer will be working with The Prostate Cancer Charity to help promote Prostate Cancer Awareness through the sales of new pin badges in 400 stores across the UK. A media campaign will be mounted to promote the partnership. The partnership will also help highlight Prostate Cancer Awareness Week from 19th to 25th March 2007.

**Action: Discuss Oncology Hull Health Centre Visit report including statistical information in more depth at next meeting.**

## **9. Date of Next Meeting(s)**

Friday 30th March 2007 11:00 am  
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Monday 21st May 2007 1:00 pm  
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Tuesday 24th July 2007 1:00 pm  
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital

Wednesday 26th September 2007 11:00 am  
YCRN Conference Room 1, Ida Nurses Home, Cookridge Hospital