



## Cancer and Palliative Care Partnership Group

27th May, 18.00  
Classroom 5, Post Graduate Centre, York Hospital

### MINUTES

Present

Item	Lead/ Notes
1. Apologies and welcome	Maggie welcomed everyone to the meeting and announced that there would be a slight alteration in the order of the Agenda: the report on the Positive Living event would be brought forward to item 3. George welcomed the following new members: Katie Smith, Irene Mace, Rosemary Wharton, Rosemary Birch Margaret and David Sutherland, Lynn Moffatt, Alyson Brandon Apologies received from: Tom McCaughey, Amy McCarthy, Kirsty Suddes, June Blenkinsop, Janet Garret, Ken Corcoran, Bryan Riding, Brian Metcalf.
2. Minutes of last meeting, 30th April 2008	Agreed as a correct record
3. 'Positive Living with Cancer' event: 10 <sup>th</sup> May 2008	Helen gave an interim report on this event. She began by giving a round of thanks to all those who had contributed to making it such a successful event (on the day:12 group members - service users and health professionals - plus 10 medical students were on hand to support the event )  103 people had registered for the event and 83 attended. Helen reported that a full report would be made at the next meeting, when all feedback from attendees would have been analysed (including those given via the Opinion Meter in the Cancer Care Centre). A preliminary skim of the feedback forms from those who attended the day were very positive – the stalls were deemed excellent, as was the venue (though there was some criticism re ventilation), and the hospitality (though the circulation for food at lunch time was a bit difficult). The organisation – from car parking and marshalling onwards was excellent, and the high level/profile of speakers was commended. People attending felt they had been received in a very friendly and helpful way.

	<p>It was noted with approval that 8 people had expressed a wish to join our partnership group, and another 9 had requested further information.</p> <p>Helen was warmly thanked for steering the organisation and preparation of this event through to a very successful conclusion</p>
<p>4. Matters Arising</p>	<p>a. <i>Attendance at cancer management team meetings:</i> Trish reported that she had been warmly welcomed to this meeting and that the management team were keen to extend this experiment – it was suggested that a service user rep. attend monthly, when service user /carer issues would have a regular agenda slot. It was also suggested that continuity with respect to who attended this meeting from our group would be beneficial. It was agreed that Trish would become our rep. on this group, with Hugh/Janet as back-up. It was suggested that it was good practice to have at least two user/carer reps at such meetings for supportive purposes whenever possible. It was requested that formal Minutes be taken. Paul agreed to take up this issue as well as check and inform Trish of the dates of future meetings.</p> <p>b. <i>IT facilities in classroom 5.</i> Maggie reported that a lap-top is now available in our meeting room to support power point presentations</p> <p>c. <i>List of Members.</i> George reported that the group's membership list (which includes email and postal addresses) had now been updated. A copy to be forwarded to Maggie.</p>
<p>5. Presentation on Skin Cancer: Becky Hoskins</p>	<p>Becky, Lead Nurse for Dermatology gave a Power-Point presentation on Skin Cancer and outlined the business case for appointing a Clinical Nurse Specialist in this speciality. Her presentation provide background information on skin cancer, its types, numbers of referrals, training offered, 'annual Mole Watch days', and the case for appointing a CNS in this area at York Hospital (e.g. absence of a specialist key worker, lack of continuity of clinic support worker, lack of formal agreed pathway development &amp;c.)</p> <p>Following discussion it was agreed that Hugh should send a letter - on behalf of the group – to Becky, (cc to Mr Alexander, Mr Harvey and Trish Thornton) supporting such an appointment.</p> <p>Becky was thanked for her valuable presentation and her contribution to our discussion</p>

	<p>Becky announced that she is to become the new Matron for Cancer. Her decision to become a member of our group was warmly welcomed.</p>
<p>6. Presentation on YCN's Network Groups: Hugh Butcher</p>	<p>Hugh gave a Power Point presentation on the role and membership of the Yorkshire Cancer Network's (YCN) specialist Network Groups, explaining that there were two types of groups: those concerned with particular Tumour sites (called 'Site-Specific' groups – there are 13 of these groups, from Breast to Urology), and those concerned with procedures and issues that a <i>not</i> site specific (there are 13 of these, from Chemotherapy to Supportive Palliative Care)</p> <p>The remit of such groups is to improve and develop the service to patients in each of their specialities, via improvements to the 'patient pathway', by providing training events, by taking action to reduce waiting times &amp;c. Commissioners of cancer services rely on the recommendations that such groups make in determining their funding priorities.</p> <p>Patients and carers are members of such groups, alongside surgeons, oncologists, nurses and other health specialists.</p> <p>Hugh stressed the importance of patients and users having a voice on such groups, but also noted that some groups do not currently have such representation.</p> <p>He asked members to seriously consider getting involved in one of these Groups, by contacting Colin Sloane (the Service User Facilitator for the YCN, <a href="mailto:colin.sloane@ycn.nhs.uk">colin.sloane@ycn.nhs.uk</a> or Tel: 01423 555786). Colin can provide more information, arrange for you to 'observe' a group, offer you a place on the next training day, and so on</p> <p>Hugh was thanked for his input on this important issue</p>
<p>7. Presentation on work of Yorkshire Cancer Network's 'User Partnership Group': Colin Sloane (YCN User Facilitator)</p>	<p>After saying a little about his background, Colin outlined the major function of the YCN's User Partnership Group – it exists to identify and promote action on issues that affect people with cancer and their carers. He stressed that it is not a fast-track route to dealing with patient's complaints – there are other bodies that can help with this. He indicated that the UPG can take up issues at 'Network' level that are of shared concern to local user groups (our York group is one of seven groups working to promote the needs of cancer patient across Yorkshire - others are in Leeds, Airedale, Bradford &amp;c). Shared issues could be on campaigns, developing and conducting patient</p>

	<p>experience surveys &amp;c. An annual 'Links' event is organised by the Network to bring together members from all seven groups to agree and seek to address common issues.</p> <p>A National Cancer Development Programme is run four times a year and Network groups meet together for a day at this event to share good practice.</p> <p>During discussion of Colin's presentation he outlined the links that exist with Macmillan Cancer Support, and outlined some of the services they offer ('Cancer Voices' and 'Cancer Opportunities Exchange '). Katie Smith also said something about the work of York Carers Forum – and their interest in networking with other groups and organisations.</p> <p>It was agreed that Colin, George and Maggie would set up a meeting to discuss what scope there was for further collaboration between our York Group and the UPG. Margaret Wharton, Katie Smith and Hugh Butcher expressed an interest in joining such a meeting.</p> <p>Colin was thanked for his very helpful presentation.</p>
<p>8. AOB, and Date/Items for Agenda of next meeting</p>	<p><i>Secretarial support for the Group</i> Paul gave an update on the appointment process. It was agreed that George would liaise with Paul on this matter.</p> <p>Agenda items for next meeting:</p> <ul style="list-style-type: none"> <li>a) Final report on 'Positive Living with Cancer' event</li> <li>b) Update on CCC developments</li> <li>c) Review and Up-dating of Group's work plan</li> </ul> <p><b>Date and time of next meeting: Wednesday 25<sup>th</sup> June, 6 pm, in Classroom 5 of Postgraduate Centre, York Hospital</b></p>