



<b>Meeting:</b>	<b>HPB &amp; OG Expert Advisory Group</b>		
<b>Date:</b>	<b>3 April 2019</b>		
<b>Time:</b>	<b>14:00 – 16:00 [HPB] 15:00 – 17:00 [OG]</b>		
<b>Venue:</b>	<b>Evolve Business Centre</b>		
<b>Present:</b>	Zoe Cameron, CNS, CDDFT		<b>ZC</b>
	Peter Davis, Consultant, South Tees		<b>PD</b>
	Dawn Elliot, CNS, Northumbria		<b>DE</b>
	Katie Elliott, Assistant Clinical Lead, Cancer Alliance		<b>KE</b>
	Jeremy French, Cons HPB Surgeon, Newcastle ( <b>CHAIR HPB</b> )		<b>JF</b>
	Carolynne Hardy, CNS, South Tyneside & Sunderland FT		<b>CH</b>
	Nickola Kilbride, HPB CNS (Lead), NUTH		<b>NK</b>
	Joanne Latimer, Radiologist, North Tees & Hartlepool		<b>JL</b>
	Laura Lund, Business Support Assistant, Cancer Alliance		<b>LL</b>
	John Painter, Cons Gastroenterologist, Sunderland ( <b>CHAIR OG</b> )		<b>JP</b>
	Donna Thomas, Upper GI CNS, CDDFT		<b>DT</b>
	Helen Wescott, UGI CNS, South Tees		<b>HW</b>
<b>Apologies:</b>	Anjan Dhar, Consultant Lead, CDDFT		<b>AD</b>
	Jonathan Slade, Deputy Medical Director, NHS England		<b>JS</b>
	Nick Wadd, Consultant Clinical Oncologist, South Tees		<b>NW</b>
	Kamil Wynne, Consultant Surgeon, South Tyneside & Sunderland		<b>KW</b>
	Viswanath YKS, Consultant Surgeon, South Tees		<b>VY</b>
<b>HPB AGENDA</b>			
<b>1.</b>	<b>INTRODUCTION</b>	<b>Lead</b>	<b>Enc.</b>
	<b>1.1 Welcome and Apologies</b>		
	JF welcomed all to the meeting, apologies as listed above. Introductions were made.		
	<b>1.2 Declaration of conflict of interest</b>		
	No declarations of conflict of interest made.		
	<b>1.3 Minutes of the previous meeting (03.10.18)</b>		<b>Enc. 1</b>
	The minutes of the previous meeting were agreed as an accurate record.		
<b>2.</b>	<b>AGENDA ITEMS</b>		
	<b>2.1 Follow up since last meeting</b>		
	<ul style="list-style-type: none"> <li>• <b>PCUK Data</b> JF No back up data available, nothing to follow up. Anna Jewell has been working on this, re: North East, copy will be requested and forwarded to the group.</li> <li>• <b>Optimal Pathway for HPB</b> There has been a new OG Pathway Handbook has been released NHS England, this has been uploaded on to the NCA Website and can be found via the following link:</li> </ul>		

	<p><a href="http://www.northerncanceralliance.nhs.uk/pathway/pathway-service-improvement/cancer-pathways/">http://www.northerncanceralliance.nhs.uk/pathway/pathway-service-improvement/cancer-pathways/</a></p> <p>This is being shadowed monitored from 1<sup>st</sup> April 2019 and will be formally monitored from 1<sup>st</sup> April 2020. Discussion took place amongst the group about the pathway and how this will affect working practices.</p> <p>Maybe need to look at streamlining different ways of working, look at the movement and how this is happening, to make it as smooth as possible, driven by 28day faster diagnosis pathway.</p> <p>No problem getting CT Scans done in time, it is more the reporting of it where there is a problem, need to look at how this can be achieved across the board. Difficulties at the moment especially with shortages of staff.</p> <p>Do we need a protocol to transfer between trusts? KE Angela Wood Clinical Lead Secondary Care is interested in this and will be progressing, Sunderland have done lots of work on the transfer process</p> <p>JP Pathway has been presented regionally, all parts of the pathway are being delivered throughout all trust.</p> <p>KE Radiology Network solution group has been set up via Northern Cancer Alliance, this did stall a little due to CIO's, but has been identified as a priority in the region by ICS and the Cancer Alliance has provided a Project Manager to oversee this. There has also been a Pathology Networking Group set up.</p> <p><b>A/P</b> Agenda Item for meeting 18<sup>th</sup> September 2019 – Update for Radiology Network KE</p> <p><b>A/P</b> KE to find out who are the Radiologists from each trust and inform JF</p>		
<b>2.2</b>	<b>Clinical Guidelines – to be endorsed</b>		
	<p>These are still being looked at and will be forwarded back once amendments have been agreed.</p> <p>JF need census across the region, to get the criteria together/correct for RPC; needs to state right choice.</p> <p><b>A/P</b> JF to amend Guidelines and forward back to NCA, once agreed these will be uploaded onto the Northern Cancer Website and the group will be informed.</p> <p><b>A/P</b> Pancreatic Cysts Guidelines to be recirculated</p>	<b>LL/KE</b>	<b>KE</b>
		<b>JF</b>	<b>JF</b>
<b>2.3</b>	<b>Clinical Governance Issues</b>		
	None to discuss		

<b>2.4</b>	<b>Patient and Carer Update</b>		
	<p>The Northern Cancer Alliance held “The Importance of Public Involvement – A Northern Cancer Alliance Learn &amp; Share Event” at Ramside Hall Hotel on 14/03/2019. This event marked the end of the NCA Macmillan engagement &amp; co design project. It provided an opportunity to celebrate the work achieved by the project steering group and an opportunity for delegates to gain new public involvement knowledge and skills. The event was well attended and feedback on the day was extremely positive.</p> <p>The Macmillan Funded Alliance Engagement and Co Design Project has successfully completed the development of a framework for public involvement in cancer services. The framework will inform the involvement of people in all aspects of the Northern Cancer Alliance work plan. Jo Mackintosh will remain with the Alliance for a further 6 months (till the end of September 2019) to support the roll-out of the framework and development of an integrated approach to involvement across the Alliance.</p> <p>KE What type of public involvement is needed within the group, if any? There are various levels of involvement that could attend the meeting, but must be the right level.</p> <p>Are the right people currently within the group and at the meeting? Are 2 meetings a year the right number? KE Possibly move to the group to a Tumour Board – this will be looked in to</p> <p>NK Concerns about public being involved within the meetings; as last time a member of the public was at one, the meeting got a bit heated, which they were upset about and hasn't been back to one.</p> <p><b>A/P</b> Keep on agenda but change title to Public Involvement</p> <p><b>A/P</b> Feedback re: Pancreatic Well Being to be added to the agenda in September</p> <p><b>A/P</b> Look at inviting PCUK to be invited to meeting, they are looking at setting up a support group</p> <p><b>A/P</b> Smaller working party group to be arranged, to include JP, JF, PD, AW &amp; KE</p>	<p><b>Admin</b></p> <p><b>Admin</b></p> <p><b>JF</b></p> <p><b>JF/JP</b></p>	
<b>2.5</b>	<b>Any Other Business</b>		
	<p>HPB North meeting discussed, date agreed as Wednesday 18<sup>th</sup> September 2019, venue to be confirmed – looking for a central location, ideas include: Lumley Castle, Ramside, Crown Plaza Newcastle, funding will be provided by Mylan, decision needed how long this will be for? It was suggested that the EAG meeting is included within this at the beginning of the day – agreed.</p>		

		<p>Ideas are needed for the day, will be looking at providing a time slot for each trust to present at the meeting.  <b>A/P</b> JF to check venues and speak to Mylan about the funding</p> <p>The group also discussed the possibility that the CNS's should meet up the day prior to the HPB North Meeting, this would be on Tuesday 17th September 2019.  <b>A/P</b> NK to enquire about this and confirm if able to be arranged</p>	<b>JF</b>	
<b>3</b>	<b>JOINT HPB &amp; OG NETWORK UPDATES</b>			
	<b>3.1</b>	<b>Cancer Alliance Update</b>		
		<ul style="list-style-type: none"> <li>• <b>Funding</b>  Funding has been received and what is being funded to delivered is being guided by the National Team and their expectations.</li> </ul> <p>Performance Targets: as an Alliance, we are looking after more patients than before, we are in the top percentage for our targets both regionally and nationally</p> <p>An Oncology review is currently taking place.</p> <p>Additional funding has been received reference Lung Checks, this will be done in Newcastle/Gateshead and is to identify and catch people at early stages of the cancer, this is initially over a 4-year period</p> <ul style="list-style-type: none"> <li>• <b>HPB/OG 2ww</b>  Discussed throughout the meeting</li> </ul>		
<b>4</b>	<b>Next Meeting</b>			
	<b>4.1</b>	<b>Meeting Dates for 2019</b> Wednesday 18 <sup>th</sup> September 2019 HPB North Meeting Venue and times to be confirmed		
<b>BREAK</b>				
<b>OG AGENDA</b>				
<b>1</b>	<b>INTRODUCTIONS</b>		<b>LEAD</b>	
	<b>1.1</b>	<b>Welcome and Apologies</b>		
		JP welcomed all to the meeting, apologies as listed above. Introductions were made.		
	<b>1.2</b>	<b>Declaration of conflict of interest</b>		
		No declarations of conflict of interest made.		
	<b>1.3</b>	<b>Minutes of the previous meeting</b>		
		The minutes of the previous meeting were agreed as an accurate record.		
<b>2</b>	<b>AGENDA ITEMS</b>			
	<b>2.1</b>	<b>Follow up since last meeting</b>		

	<p>New OG Optimal Pathway discussed previously in the meeting, this is being formally monitored by NHS England from 1<sup>st</sup> April 2019.</p> <p>OG Event – there was positive conversations internally between trusts, option for the group to think about how is best to use the model.</p>		
<b>2.2</b>	<b>FiT Testing</b>		
	<p>FiT Testing process has been approved by all CCGS's, the pathway has started to be rolled out, so GP's are aware of this.</p> <p>Bowel FiT Screening will begin in June. This is not to be confused with symptomatic FiT, low risk at the moment.</p>		
<b>2.3</b>	<b>Non- Urgent, Direct to Access Upper GI Endoscopy Referrals</b>		
	<p>KE explained about the Referral form and ask the group for confirmation about the time scale for Nausea/vomiting with any reflux, dyspepsia, upper abdominal pain, retrosternal pain: group agreed a time scale of 4-6 weeks; other parts of the referral form were agreed.</p> <p><b>A/P</b> Form to be amended and send back to KE to check, once agreed will be uploaded on to NCA website and GP's informed</p>	<b>LL/KE</b>	
<b>2.4</b>	<b>Clinical Guidelines – to be endorsed</b>		
	<p>JP/PD – will be read within the next 2 weeks and forwarded back with changes as necessary. There was no reference to the New National Guidance out at the time, now this has been released the guidelines will be looked at/amend as necessary.</p> <p><b>A/P</b> JP/PD to amend Guidelines and forward back to NCA, once agreed these will be uploaded onto the Northern Cancer Website and the group will be informed.</p>	<b>JP/PD</b>	
<b>2.5</b>	<b>Clinical Governance Issues</b>		
	None to discuss		
<b>2.5</b>	<b>Patient &amp; Carer Update</b>		
	See Item 2.4 under HPB Agenda		
<b>2.6</b>	<b>Any other business</b>		
	<p>JP is stepping down as Chair of the Group, he is happy to nominate PD as the new Chair, who will take over at the next meeting, this was agreed.</p> <p>No nominations for Vice Chair at the meeting, an email will be forwarded to the group asking for nominations and this will be discussed at the next meeting.</p> <p>South Tyneside and Sunderland Foundation Trusts have now merged, unified Upper GI, there are still discussions ongoing between the trust, once everything has been finalised NCA will be informed.</p>	<b>JP/LL</b>	

<b>3</b>		Date of next meeting		
	<b>3.1</b>	<b>Meeting Dates for 2019</b> Wednesday 2 October 2019 – 2.00 – 4.00pm (OG Meeting only) Evolve Business Centre, Houghton le Spring		
<b>4</b>		<b>CLOSE OF MEETING</b>		