

GYNAECOLOGICAL PATHWAY BOARD MEETING

MINUTES

DATE: 02/05/2014

Member's attendance:

Mr Kehinde Abidogun	Bolton	Karen Blackburn	UHSM
Dr Ann Mills	Bolton	Mr S Burns	WWL
Dr Susan Davidson	Christie	Karen Blackwood	WWL
Dr Mike Smith	Christie	Mr Vincent Hall	Macclesfield
Mr Rick Clayton	Central	Ann Lowry	Central
Mrs Vanessa Hilton-Watts	Macclesfield		

In attendance

James Leighton Manchester cancer

Apologies

Mr Richard Slade	Christie	Mr S Ali	Pennine
Dr Andrew Clamp	Christie	Mr Murray Luckas	Leighton
Catherine Holland	Central	Mrs Sally Petith	Leighton
Dr Sukumar George	Stockport	Ms Jo Dzyra	Stockport
Dr Richard Hale	Stockport	Mr Kyle Gilmour	Tameside
Debbie Beadle	Tameside		

- **Introductions and apologies**

Dr Barraclough (LB) welcomed all to the meeting and noted the apologies received.

- **Introduction to Manchester cancer**

LB outlined the purpose of the pathway board and clarified the only role of members is in reviewing the whole pathway as a stakeholder in improving the outcomes for patients. She stressed that the priority would be to create and maintain an efficient and effective pathway.

- **Board member introductions**

The board members present introduced themselves to the meeting. James Leighton (JL) explained that there would be a patient representative on the board. Their participation would occur after an engagement event to be held in conjunction with Macmillan cancer which is now confirmed to take place on 23rd June.

GP representation is also an intention of the board; this will be co-ordinated centrally by Manchester Cancer.

- **Discussion of board objectives**

LB outlined that there were a number of outline objectives for the board, these are –

- Improved data collection
- Development of pathway board work plan
- Design and deployment of services that will meet the needs of the patients
- Identify opportunities for change
- Maintain the guidelines for Gynaecological cancer

- **Terms of reference**

The terms of reference were circulated prior to the meeting and no objections were raised.

- **Board roles**

LB outlined that within the terms of reference each board is expected to have the following functions identified and that a nominated member will take a leadership function on behalf of the board –

- Early diagnosis
- Pathology
- Radiology
- Oncology
- Research
- Living with and beyond cancer
- Specialist nursing
- Data collection
- Surgery

There were no roles identified at the meeting, this will be reviewed and confirmed at the next meeting of the board.

ACTION – Board roles to be an agenda item at the next board meeting JL

- **Service re-configuration**

LB provided a brief summary on the history and context of the reconfiguration of gynaecological surgery reconfiguration.

LB outlined the need for clinical consensus on the planned service. The board then had a wide ranging round table discussion on the commissioning intentions, current options and possible implications for providers and patients.

No actions were agreed for the board as at this stage the follow-up actions would be led by the providers. LB agreed to keep board members informed in the event of future developments.

- **Research**

A discussion took place on the board's role with regard to research. LB outlined that the research lead would have a reporting function on behalf of the board and that there probably would be a research lead for chemotherapy, radiotherapy, surgery and supportive care.

- **Educational event**

Board members were asked to consider holding an educational event on Gynaecological cancer. Members agreed to consider both the topic of the meeting and the target audience. This is to be discussed at the next board meeting.

Action - JL to put on agenda of next board meeting.

- **Feedback survey**

There were 7 responses to the circulated survey, this will be reviewed at the next board meeting.

Action - JL to put on agenda of next board meeting.

- **Any other business**

There was no other business discussed

- **Date & Venues for next meeting**

The board agreed to meet every other month on a Friday afternoon from 2-4 and will be initially based at the Christie.

The next meeting of the board will be on 4TH July 2014 at 14.00hrs in Room 6 of the Trust administration block.

DRAFT