
USER INVOLVEMENT STEERING GROUP MEETING - MINUTES

Thursday 8th February 2018, 4pm – 6pm

Morrison's, 5 Stanley Rd, Whitefield, Manchester M45 8QH

Facilitator: Sarah Haworth (SH) Macmillan User Involvement Programme Lead

Attendees:

Tony Bishop (TB)	Service User Representative
Alison Doyle (AD)	Service User Representative
Nabila Farooq (NF)	Service User Representative
Leila Hamrang (LH)	Service User Representative
Brian Hixson (BH)	Service User Representative
David Makin (DM)	Service User Representative
Coleen Quinn (CQ)	Service User Representative
John Shuttleworth (JS)	Service User Representative

1. Welcome

2. Minutes of Last Meeting

The minutes of the last meeting were approved as an accurate record.

3. Pathway Board and Vanguard Updates

There were no updates to review since the last meeting. JS fed back to the group about the work happening within the Lung Pathway Board with regards to 'Prehab' and the smoking cessation service changes. GM have secured funding for a 2 year project to roll out the 'teachable moments' initiative.

BN had attended the Recovery Package Steering Group and fed back highlights of the work which is taking place to implement this. This includes creating a universal pathway for all tumour groups, addressing variation along with commissioning and funding arrangements that will need to change to support this work.

TB updated the group on the self referral for bowel cancer project which has now gone live and is having positive results with over 50 patients going through the system already.

4. GM Cancer Board Updates and Key Messages

Members of the group had reviewed the finance paper which is due to be presented at the Cancer Board. Discussion took place regarding the funding of both the UI programme and the wider cancer plan projects. The key messages agreed to be fed back to Cancer Board by NF and IC on behalf of the group were:

- The paper was still too 'woolly' and provided little clarity – more transparency expected
- If not all projects within the cancer plan are going to be delivered, how will decisions be made and how will users be involved in this?
- The group would like clarity on what this means for the MUIT and would like information about the funding sources, if Macmillan is the primary funder does this mean user involvement is not valued within GM system?

5. Psychological support patient questionnaire

CQ updated the group on the work she has been involved in as part of the Living with and Beyond Pathway Board. A questionnaire was developed following a focus group with patients and it had been circulated to the steering group for comment. Some discussion took place re the purpose of bringing this to steering group when a focus group has already taken place. The role of the steering group needs to be reviewed following the away day so there is clarity on why items are being brought to the group. CQ agreed to collate any comments from the group and feed into the ongoing piece of work.

6. Minutes – format

The format of the minutes was discussed, over recent meetings minutes have been lengthy and very descriptive. The group agreed detailed discussion on each item does not need to be recorded. The group agreed for future meetings, just key points from discussions and any action points will be recorded to keep minutes succinct.

7. Future meetings

The next meeting is planned for 8th March, venue to be confirmed by MUIT but agreed will be on Stockport side of Manchester.

8. AOB - none

Date for next meeting: 8th March Venue to be confirmed.