

TYA OPERATION DELIVERY NETWORK MEETING MINUTES
3rd March 2022 3:00-5:00pm on Teams

Attendees: Dan Stark, Diane Hubber, Dan Yeomanson, Kevin Peters, Katherine Cargo, Atchamamba Bobbili, Claire Swift, Rachel Cloak, Emily Wragg. Fiona Stephenson, Helen Greenwood, Sally, Burnell, Jill Doherty, Elizabeth Purnell, Deborah Rowley, Alun Windle, Victoria McKay, Dani Lewis, Claire Pendlebury, Patricia Fisher, Gary Doig, Leigh Hawkins, Sharon Watson, Freya Johnson Smith, Sally Lane

Agenda Item	Notes	Actions
<p>Welcome and Apologies</p> <p>Last meeting</p>	<p>Daniel Stark (DS) welcomed the group</p> <p>Minutes were agreed- DS asked for all future dates for the TYA ODN meeting in diaries now</p> <p>6/6/22 8/7/22 - Engagement event at Horizon- Leeds- details to follow. 14/9/22 2/12/22 1/3/23</p> <p>All 3-5pm</p>	
<p>How We will Work together</p> <p><i>Working Structures</i></p> <p><i>Feedback from Executive Group</i></p>	<ul style="list-style-type: none"> • DS reiterated the final plan for the structure of the ODN. • An initial planning meeting for the executive group was held on 22/2/22 to discuss its membership and function. The aim of this group is to oversee the two ODN sub streams, make decisions regarding ODN output and resolve/escalate issues in a timely manner. <p>It was agreed at the meeting that additional clinical representation would be needed from outside the PTC's. DS asked that expressions of interest for representative in this group. These should be sent to Freya Johnson Smith -freya.johnson-smith@nhs.net</p>	

<p><i>A voice for all of our partner organisations</i></p> <p>Funding, posts and year-end</p> <p><i>Multi-Disciplinary representation of all our key professionals.</i></p> <p><i>Terms of Reference to Amend/ Agree</i></p>	<ul style="list-style-type: none"> • Gary Doig introduced - new Regional Service Manager for Teenage Cancer Trust. • Fiona Stephenson from West Yorkshire and Harrogate Cancer Alliance noted she would be happy to offer support for the ODN Engagement event on July 8th 2022 • DS thanked other charities and alliances for their attendance and stressed the importance of having partner organisation representation. • ODN Funding confirmed for 22/23 • Key posts to be recruited to - ODN Lead nurse, Admin and Data Coordinator, WGS nurse interviews this month. • Currently the TYA ODN meeting does not have psychology or mental health support representation- who can we approach to get this? • Pharmacy representation also still needed. • Find better ways to attract input for DH's. • DY queried whether Sheffield Children's Hospital NHS Foundation Trust should be included in the ToR. DS Agreed that Sheffield Children's should be added • ToR Draft agreed by group. 	<p>DH/FJS</p> <p>Actioned by FJS 3.3.22</p>
<p>ODN Priority 1</p> <p><i>Clinical Trials Offered to all TYA</i></p> <p>ODN Priority 2</p> <p><i>Bio-banking offered to all TYA</i></p> <p>ODN Priority 3</p> <p><i>Age based</i></p>	<ul style="list-style-type: none"> • Increase clinical trial participation to 50% in line with NHSE Targets. • Presentation From Debbi Rowley - TYA Clinical Trial Champion • Dr Catherine Cargo - Update on HaemOnc Whole Genome Sequencing pathways and requirement for bio banking. • Diane Hubber to Lead and utilise help from 	<p>DH/FJS/GD/VM</p>

<p><i>gaps</i></p> <p>Patient and Public Voice</p>	<p>TCT and YLvsC</p> <p>Discussions regarding how our patient and public voice is best represented. TCT offered subgroup to establish this.</p>	<p>GD/TCT</p>
<p>AOB</p>	<p>ODN Engagement Event booked for 8th July at Horizon in Leeds. All welcome to join- there are 50 places for both TYA and Children's ODN colleagues.</p> <p>Agenda to be confirmed- Please contact Freya.Johnson-Smith@nhs.net to register interest in attending the event. Suggestion for discussion topics and volunteers for educational sessions welcome.</p>	
<p>Dates for next meeting</p>	<p>6/6/22 8/7/22 - Engagement event at Horizon- Leeds- details to follow. 14/9/22 2/12/22 1/3/23</p> <p>All 3-5pm</p>	