

CHILDREN'S OPERATIONAL DELIVERY NETWORK MEETING MINUTES
Wednesday 04/10/2022 2:00-4:00pm

Attendees: Julie White, Freya Johnson Smith, Joanne Lyons, Karen York, Sara- Jane Goodwin, Charlotte Mackrell, Debbie Ibbotson, Claire-Anne Job, Louise Dolphin, Rachel Wilkinson, Gill Sharpe, Kevin Peters, Jayne Lowther, Leanne Elder, Maddie Iredale, Jo Wood, Elizabeth Purnell, Emily Wragg, Lucy Wheeler, Hilary Quinton, Diane Hubber, Patricia Fisher, Vicky Holden, Stacey Needham, Philippa Rawling, Victoria Lee, Lucy Fletcher, Umaima Aboushofa, Claire Jobe, Theresa Bowen, Egzone Muliqi-Begolli.

Apologies: Hilary Campbell, Karen Dyker, Kate Hardy, Michelle Kite, Neil Shaw, Annabelle Townend, Katharine Patrick, Eve Holroyd, Mark Powis, Jill Doherty, Rebecca Proudfoot, Jill Crampton, lsanderson23@outlook.com, Liz Higgs, Danielle Ingham, Dan Stark, Sarah Hanson.

Agenda Item	Notes	Actions
Welcome	Julie White (JW) welcomed the group as chair and asked for all participant for a short introduction for the meeting recording.	
Minutes from last meeting	The minutes from the 13/07/22 meeting were reviewed and agreed.	
Yorkshire and Humber Children's Cancer ODN	<p>a. MOU- Network members</p> <p>Freya Johnson- Smith (FJS) updated the group on the signatures of the MOU at the moment most POSCUs have signed the MOU once all signatures are received, the documents will be signed by the host Trust and returned. FJS mention the importance of having a representative to the ODN meeting from all organisations as this is part of the Service Spec and ODN requirements to ensure network wide input.</p> <p>b. NHSE Cancer Experience of Care Improvement Collaborative</p>	

	<p>Julie White (JW) and FJS have developed a SMART objective, begun pathways mapping and Egzone Muliqi-Begolli (EMB) will be helping to plan further data collection.</p>	
ODN Event Planning	<p>JW mention the Next ODN Away Day event is on the 20th of September 2023 and asked for all to save the date in their dairies, the venue will be in Sheffield, however we are still getting quotes. JW added that this will be an educational day and any ideas will be welcome.</p>	
Radiotherapy Mutual Aid Update	<p>JW mention the Paediatric Radiotherapy mutual aid provided by Leeds to Sheffield, so far two Children's have completed their therapy and another three are on treatment.</p> <p>JW mention that a survey has been completed to capture the experience of children, young people and their families from Sheffield, their transfer to Leeds and transfer back to the Sheffield service.</p> <p>JW added the comments about the team have been very positive, and families felt that their expectations were set. JW highlighted that an issue was raised regarding accommodation. Parents felt that accommodation was organised at last minute which caused some stress.</p> <p>Louise Dolphin (LD) mention that the Young Lives team in Sheffield are receiving queries about travel expenses as families are struggling with a daily travel to Leeds.</p> <p>Hilary Quinton (HQ) noted that this issue has been flagged up with the Associate Director in Sheffield and is being reviewed as an action already.</p> <p>Kevin Peter (KP) mention that he had a conversation with the directors in Sheffield about the same issue and they discussed the possibility of financial help from NHSE. JW mentioned the ongoing issue with Sheffield patient file access for the Leeds CNS and Play Coordinator.</p> <p>FJS to work with Claire Jobe (CJ) to resolve issue with Sheffield IT department.</p>	<p>FJS to discuss IT issue with team- Resolved 12/10/22</p>
Network Lead Nurse Forum	<p>CCLG/RCN Update</p> <p>JW mention that she couldn't attend the meeting Noted that the main focus was on education and training. Another key focus was the launch of the CCLG and RCN competency framework for people working with children and young people with cancer. The framework is now available on the CCLG website.</p>	
ODN Workplan update	<p>FJS shared the work plan with everyone on call and mention that the work plan will be circulated after some updates from our WGS colleagues. The workplan is a work in progress and a Network of</p>	

	<p>Networks meeting is soon to be held with NHSE to understand how the Workplan will be developed. FJS invited the group to make suggestions for projects or tasks that would be of benefit to the network to consider for next year's workplan.</p>	
<p>Service risk/ Issues</p>	<p>JW mentioned an issues with the procurement of gripper needles, JW noted this is a national issue.</p> <p>Gill Sharpe (GS) mention that they are doing well with the nurse training; they now have two new nurses.</p> <p>Joanne Lyons (JL) from Hull also added that Suzanne is doing well with the staff training, she mentions the workbooks are not getting filled, JL also they are not getting end of treatment and new patient letters Leeds clinicians.</p> <p>Sara-Jane Goodwin (SJG) mention that since last meeting their trust have successfully run 2 POSCU study days. They have also updated Central Line competencies, and this can be tracked on ESR.</p> <p>JW mention that the TYA ward in LTHT has now been reopened after of few months of being closed due to staffing issues. Leeds now has some new staff but there are still significant vacancies to fill.</p> <p>Stacey Needham (SN) from York mention that they have a new member of staff to replace a staff member who currently is on training, she added that it is interesting to hear about CCLG training and education framework because they are keen to get two of their junior staff members through the training. Debbie Ibbotson from Harrogate mention that they have a new band 5 member of staff. Some have attended a foundation training course run by Leeds and they have found that very valuable.</p> <p>LD mention that Leeds now has a team leader and three paediatric social workers in the Young Lives Vs. Cancer Team</p>	<p>FJS and JW to Discuss with JL at site visit.</p> <p>FJS and JW to discuss and feedback to Hull team</p>
<p>AOB</p>	<p>Non outside of the agenda</p>	
<p>Dates of next meetings</p>	<p>25/01/2023 19/04/2023 19/07/2023 18/10/2023 All 1-3pm</p> <p>20th of September 2023 CTYA Cancer Away Day</p>	