

TYA OPERATION DELIVERY NETWORK MEETING MINUTES
24TH November 3:30-5:30pm on Teams

Attendees: Dan Stark, Diane Hubber, Emma Clarke, James Taylor, Sally Burnell, Claire Swift, Claire Pendlebury, Toni Hunt, Sue Berry, Sally Lane, Debbie Rowley, Louise Ollivant, Jacob Burton, Hilary Campbell, Martin Elliott, Jill Doherty, Patricia Fisher, Kevin Peters, Georgia Thompson, Sarah Mettrick, Vic Walsh, Patricia Dyminski, Robin Young, Freya Johnson-Smith, Natalie Kisby, Julie White, Lucy Ward, Cathy Burton, Diane Greenfield, Atchamamba Bobbili.

Apologies: Dan Swinson, Victoria McKay, Michelle Kwok-Williams, Julie Jessop, Laura Elder, Dan Yeomanson, Fiona Stephenson, Claire Hall, Helen Greenwood

Agenda Item	Notes	Actions
<p>Welcome and Apologies</p> <p>Last meeting</p>	<p>Daniel Stark (DS) welcomed the group and a list of apologies was shared via the Teams chat function.</p> <p>Minutes were agreed- 3 leading priorities agreed</p> <ul style="list-style-type: none"> • Regional research accrual • TYA cancer research bio-banking • Age-based gaps in cancer services in Y+H 	
<p>ODN Structure and Service Specifications</p>	<p>DS informed the group that the Children's Services Specification has now been published (11/11/2021) and that it is believed the TYA Service Specification publication is imminent.</p> <p>The ODN structure was discussed and Oversight Group to confirm</p> <p>Progress has been made on the Terms of Reference (ToR) and Memorandum of understanding (MOU) both of which are currently in draft form.</p>	<p>Oversight Group to progress</p> <p>FJS to progress</p>
<p>Presentations</p>	<p>Jacob Burton -Radiotherapy (RT) ODN Manager gave a presentation on the progress of the RT ODN, lessons learned etc.</p> <p>Key points :</p> <ul style="list-style-type: none"> • Data Manager post has not worked for the RT ODN as initially thought and this should be taken into account for CTYA ODN • NHSE goalposts are subject to change- this should be taken into account and focus 	

	<p>should remain on what matters locally and quality of care.</p> <ul style="list-style-type: none"> • Mutual Support Frameworks have been very helpful • RT ODN to have detailed collaboration with Paeds arm of ODN - TYA to be kept informed. <p>Sally Lane - Genomics Hub TYA pathways presentation Key Points:</p> <ul style="list-style-type: none"> • Promote fresh tissue storage for all new TYA diagnoses, with consent. 	<p>JB to send details</p> <p>Slides to be circulated with minutes</p>
TYA Project work and Lead appointment	<p>Firstly key links need to be made with all Network organisations to understand need and form relationships. This should be facilitated by in-person meetings and visits to said organisations.</p>	<p>FJS to arrange</p>
Dates for next meeting	<p>Dates for next meeting were shared on Teams chat function.</p> <p>3/3/22 6/6/22 14/9/22 2/12/22</p> <p>All 3-5pm</p>	