

**MINUTES OF THE RADIOTHERAPY ADVISORY GROUP (RAG) HELD ON
WEDNESDAY 10th OCTOBER 2018, AT INTUITION HOUSE, 210 BOROUGH HIGH
STREET, LONDON SE1 IJA**

PRESENT: Laura Allington {LA}
Stephanie Bell {SB}
Corrinne Brooks {CB}
Rhiannon Davies {RD}
Lucie Hodge {LH}
Gill Hodges {GH}
Zankhana Jani {ZJ}
Kate Love {KL}
Kevin Sullivan {KS}

IN ATTENDANCE: Valerie Asemah {VA} {Minutes}
Spencer Goodman {SG} {Officer}
Michelle Tyler {MT} {Professional Outreach Officer}

1. WELCOME

1.1 SG took the role of Chair for this meeting as Karen Smith; the incoming Chair was unable to attend the meeting today. The Chair welcomed everyone to the meeting and round table introductions were made, especially for new members, Corrinne Brooks, Rhiannon Davies and Zankhana Jani.

1.1.1 SG introduced and welcomed Michelle Tyler, newly appointed Outreach Officer for radiotherapy students to help boost radiotherapy recruitment.

1.2 Apologies for Absence:

Apologies for absence was received from Mark Gilham, Paula Horne, Daniel Hutton, Ricardo Khine, Julie Massey, Maureen McPake, David Pilborough, Karen Smith and Helen White.

2. MINUTES OF THE PREVIOUS MEETING HELD ON 9th MAY 2018

2.1 The minutes of the meeting held on 9th May 2018, were approved as a true and accurate record.

2.2 Matters arising from the meeting held on 9th May 2018 and not covered elsewhere:

Minute 2.2.3 – SG updated the group informing them that Sarah James had led on this document (2015). As a response to feedback from members, SCoR was keen to get feedback from a variety of service managers and discuss the opportunity to refresh the document and consider options for examples of workforce numbers. SG has since spoken to a small group of managers, with a view to refreshing this document. Following discussion it was agreed that SG will write up what needs to be done and take this back to the managers group. SG will also work with PH to take this work forward.

ACTION: SG & PH

2.2.1 Minute 3.1.2 – SG informed the group that UKRC and UKRO are being fully amalgamated in 2019, and will become the United Kingdom Imaging and Oncology (UKIO). It is a great opportunity to promote the role of therapeutic radiographers. Anyone wanting to be involved should please contact John Burton UK Council member.

ACTION: ALL

2.2.2 To note that the Proton Guidance document has gone to UK Council for approval and will be published thereafter.

2.2.3 Minute 8 - To note that MG now attends the RCR Clinical Audit Committee and gives an update at the meeting.

2.2.4 Minute 9.3 – At the last meeting it was queried whether, Dr Leslie Robinson who led the Patient and Public Partnership Group would come to a RAG meeting and discuss patient representation. No response to this as yet, but it was noted that the ‘Patient Public & Practitioner Partnership within Imaging and Radiotherapy: Guiding Principles’ has been published and available on the SCoR website.

3. RT BOARD – MOST RECENT MEETING

3.1 SG updated the group by informing them that the last meeting was in June this year and the next one will later this year in November. Charlotte Beardmore (Director of Professional Policy) is the named person on the Radiotherapy Board but SG also attends.

3.1.1 To note that the public minutes are available on SCoR and the Radiotherapy Board websites. SG reminded RAG members that the RCR, IPeM and SCoR make up the UK Radiotherapy Board.

3.1.2 Haley James is replacing John Burton as Chair of the Board. There was discussion on the radiotherapy dataset. The RT board has been funded for one publication per annum around new regulations and an initial meeting will be held in November 2018 to agree the structure of this document. All comments are welcomed and we should use this early opportunity to let the Chair know what RAG members would like to see in the document. Please send any comments to SG.

ACTION: ALL

3.1.3 Minutes of the UK RT Board are available via the RCR website.

4. NHS ENGLAND – RADIOTHERAPY CRG UPDATE

4.1 SG updated the group.

To note that the group last met in June 2018 and discussed the consultation by NHSE on proposals for modernising radiotherapy services.

5. REPORT FROM UK RADIOTHERAPY MANAGERS GROUP

5.1 PH was unable to attend the meeting today, hence no update.

6. SCoR UPDATES:

- Patient Public & Practitioner Partnership within Imaging and Radiotherapy: Guiding Principles document has been published.
- HEE World Café Event: being held on 12th November to identify key areas and set up the Task and Finish group and this is an ideal opportunity for RAG to be involved. Anyone who wishes to attend please do let SG know. SCoR will cover travel.

ACTION: ALL

- CRUK: SG updated the group on the non-surgical workforce document.
- Apprenticeships: Standards are now complete and will be progressed by Louise Coleman. To note that there appears to be a lack of understanding around the end point assessment, that this qualification is also a BSc honours

6.1 Office for Students – Strategic Interventions Programme Update: MT gave an update to RAG informing them that she has recently joined SCoR as a Professional Outreach Officer and also currently working on the Strategic Interventions in Health Education Disciplines Programme (SIHED) to promote the professions to colleges and school students across the UK. The SIHED programme is a £3 million, three-year initiative to help build and retain four key allied health professions – therapeutic radiography being one of them, the others being orthoptists, podiatrist, Prosthetists/Orthotist. Funding for MT’s post is for one year in first instance. Confirmation of years 2 & 3 will be following approval of the Office for Students board.

- 6.1.1 The programme has four aims which is to raise awareness, support recruitment and retention, strengthen pathways into the profession for both young and mature students and finally to get a better understanding of all of these. MT will be collaborating with others to raise the profile of radiotherapy.
- 6.1.2 MT also spoke about the 'I See the Difference' campaign and explained that the target audience is years 12 and year 13 students along with the mature workforce. A marketing company was used for this campaign, which was launched on 28th September. To note that SIHED is having its first event this weekend at Olympia. There will be another event in November. There was some concern that by the time year 12 and 13 students would have already chosen their GSCE options; so this campaign really should be targeting students before then.
- 6.1.3 MT asked RAG that if they know of any therapeutic radiographers doing any kind of networking to please put them in touch with her.

ACTION: ALL

7. RADIOTHERAPY CAPACITY AND DEMAND MODELLING WITH CANCER ALLIANCE

- 7.1 SB gave an update and presentation on a project two trusts in West Sussex is working on in conjunction with Cancer Alliance, which is looking at population growth in 2021, 2025 and 2028. One of the main topics is finding the best option for the population if linacs were to be disbanded. A model has just been commissioned, which does not look at costs. Following discussion SB was thanked for a great piece of work and she agreed to share the overview of her trusts approach. VA to obtain presentation from SB (if possible) and distribute with minutes.

ACTION: SB & VA

8. MACMILLAN AND RCoA – PREHABILITATION IN ONCOLOGY GUIDANCE UPDATE

- 8.1 SB gave an update on her recent meeting on collaboration between MacMillan and the Royal College of Anaesthetists (RCoA) to look at rehabilitation. The Delphi model is being used to look at the scope of the project. There are no AHPs or nurses on the group. A follow-up meeting is set for March 2019. SB will attend if possible.

9. REPORT FROM RCR CLINICAL AUDIT COMMITTEE

- 9.1 MG was unable to attend the meeting today, hence no update.

10. ANY OTHER BUSINESS

- 10.1 There was no other business.

11. DATES OF FUTURE MEETINGS

11.1 Dates of 2019 meetings were agreed as:

- Thursday 9th May 2019
- Tuesday 29th October 2019