



**NIHR Cancer and Nutrition Collaboration Secretariat meeting – minutes and actions**  
**Tuesday 18<sup>th</sup> October 2018, 10am-12pm**

**Present:** Lucy Allen (LA), Fiona Davey (FD), Alan Jackson (AAJ), Karen Phekoo (KP), Helen Pidd (HP), Martin Wiseman (MJW), Steve Wootton (SAW)

**Apologies:** Sam Ahmedzai (SA)

Agenda item	Notes	Person responsible	Required by
1. Welcome and apologies	The Chair welcomed everyone to the meeting. Apologies were noted from SA.		
2. Minutes and matters arising	<p><b>Minutes of last meeting</b> The minutes of the August meeting were approved subject to two minor changes.</p> <p><b>Action:</b> Upload minutes to website</p> <p><b>Matters arising</b></p> <p><b>Invites for CRUK/Ludwig conference</b> LA is not available for the conference so will not be pursuing an invitation. As MJW, AAJ and SA have already been invited, SAW decided not to also attend.</p> <p><b>Action:</b> Arrange discussion with Jessica Brand from CRUK to invite CRUK to collaborate with the Wellcome Trust and the NIHR Cancer and Nutrition Collaboration.</p> <p><b>Line management of FD</b> <b>Action:</b> SAW and KP to discuss external to this meeting</p> <p><b>PPI document</b> This remains an outstanding action.</p> <p><b>Letter to BRCs</b> The letter to BRCs to clarify our position with respect to the Leicester diet and lifestyle TRC was circulated on Monday 15<sup>th</sup> October. LA confirmed that the TRC has now been approved by DH and will be known as the 'DART TRC'.</p> <p><b>Industry</b> SAW has spoken to a representative from BSNA and they are keen to meet with the Collaboration. The lead for the Medical Nutrition Industries is also keen to meet.</p>	<p>FD</p> <p>SAW</p> <p>SAW/KP</p> <p>SAW</p>	<p>Complete</p> <p>16/11/18</p> <p>22/11/18</p> <p>22/11/18</p>

	<p>The CRN Industry day took place on 10<sup>th</sup> October, and a patient engagement app was launched. There were no representatives from the Collaboration present as there were no spaces available. <b>Action:</b> LA to follow up with CRN</p> <p><b>Paper from 2017 Sarcopenia workshop</b> An update was requested regarding the status of the paper from Sarcopenia workshop last year. Malcolm Jackson is chairing the activity. <b>Action:</b> SAW will meet him to establish the next steps in getting it to publication.</p> <p><b>Crowdfunding</b> Exploring potential crowdfunding options is an outstanding action for LA. It was clarified that we would have a target of around £150k to crowdfund.</p> <p><b>Lancet Oncology</b> <b>Action:</b> MJW/FD to contact Deborah Hyde at WCRF regarding getting an introduction to the Lancet Oncology journal for the Collaboration regarding proposed publications and ongoing publication strategy.</p> <p><b>2019 NCRI conference</b> <b>Action:</b> SA to update the next Secretariat meeting about the proposal for the Nutrition session at the 2019 conference</p> <p><b>2018 NCRI conference</b> The Top 10 research priorities from the James Lind Alliance Priority Setting Partnership will be formally announced at the NCRI Conference 4-6<sup>th</sup> November. <b>Action:</b> Plan appropriate comms activity to highlight relevant priorities to funders.</p>	<p>LA</p> <p>SAW</p> <p>LA</p> <p>FD</p> <p>SA</p> <p>FD/LA</p>	<p>22/11/18</p> <p>22/11/18</p> <p>22/11/18</p> <p>Complete</p> <p>9/11/18</p> <p>2/11/18</p>
3. NIHR CRF Engagement	<p>Helen Pidd, UKCRF Network Director, joined the meeting. LA provided an overview of the survey results. 21 CRFS responded out of 51. It was noted that Manchester and the Royal Marsden are missing, which are sites with more expertise.</p> <p>The equipment listed as options in the survey is the core equipment ideally required at each site. We would not expect all sites to have all pieces available but want to know what is readily available. .</p> <p><b>Quick wins</b></p>		

	<p>Conduct a triage activity to identify centres with a majority of the recommended equipment and training and develop a strategy to engage them and promote their capabilities to industry. Identify the centres that would be approached after the core group. It is important to identify local investigators to work with, as some of the equipment in the CRFs might 'belong' to individuals.</p> <p><b>Action:</b> Crosslink survey results with analysis from OSCHR review</p> <p><b>Action:</b> LA to share other CRF MOU to inform Cancer and Nutrition MOU</p> <p><b>Action:</b> Draft one-pager around objectives and invite CRFs to participate. It should be explained that they will be offered out to industry as an incentive to standardise their activities.</p> <p>The Collaboration will decide what is required as core and minimum standards for equipment/expertise. Ask each centre to identify leads and invite to sign up to the Collaboration, to identify the core centres to start with. Send to HP by the end of the month.</p>	<p>SAW/FD</p> <p>LA</p> <p>SAW</p>	<p>22/11/18</p> <p>2/11/18</p> <p>2/11/18</p>
4. Funding	<p>The Collaboration is pleased to announce the success of the grant application to WCRF on body composition in breast cancer, led by Prof Ramsey Cutress, Dr Ellen Copson and Dr Steve Wootton. This study was generated out of the Collaboration, and is has a value of just under £500,000 (including an element from industry) to run over the next 3 years. Other sites in this study include the Royal Marsden and Manchester.</p> <p>KP suggested the possibility of conducting a sub-evaluation, on the introduction standardisastion of measures within the study.</p> <p><b>CTYA:</b> On Monday 15<sup>th</sup>-Wednesday 17<sup>th</sup> October, SAW and Mike Stevens attended a sandpit event run by the Wellcome Trust, IAEA and others, which was an opportunity to share collective thinking and a competitive process to put together a programme development grant for further funding. SAW and MS created a group and were successful in obtaining £50,000 for a programme development grant. Over one year, a programme application will be developed to submit to Wellcome Trust, which will be a multimillion pound proposal to run over 5 years.</p>		

	<p>The study is on childhood survivors of leukaemia. About 80% of children survive having a bone marrow transplant, but this comes at the cost of accelerated ageing. Survivors of childhood leukaemia face increased cardiovascular disease and metabolic risk by their 20s/30s. The study will explore the hypothesis of variability in nutritional status before treatment influencing later cardiovascular risk. The intervention will be an exercise/lifestyle programme, and the nutritional element will focus on restoring mitochondrial function.</p> <p><b>Action:</b> SAW to capture response to Wellcome Trust organisers about opportunity against what we can achieve</p> <p><b>Macmillan</b> The funding is pending. The Collaboration is formally linked to the Royal College of Anaesthetists and the Royal College of Surgeons through this activity.</p>	SAW	9/11/18
5. CTYA Workshop	<p>The first CTYA workshop took place on Thursday 11<sup>th</sup> October. 23 key opinion leaders in CTYA cancer attended, and Dr Elena Ladas was our guest speaker from the US.</p> <p>The decision was taken to formally align UK business with US activities.</p> <p><b>Action:</b> MS will make a formal request to the Steering Committee to become a working group.</p> <p>The workshop covered issues including:</p> <ul style="list-style-type: none"> <li>- screening of CTYA at risk</li> <li>- interventions</li> <li>- implementation</li> <li>- where the evidence is insufficient</li> <li>- carrying out an audit of nutritional capabilities</li> <li>- research priorities and recommendations</li> </ul> <p>AAJ formally asked about WCRF facilitating a review of CTYA cancer. WCRF has not engaged in CTYA cancer so far. Current evidence doesn't tell us very much. The revised CUP might wish to make sure it covers the area.</p> <p><b>Action:</b> SA to ask WCRF about future CTYA work</p>	MS	11/12/18
	<p><b>Action:</b> SA to ask WCRF about future CTYA work</p>	SA	22/11/18
6. Work stream updates	<p><b>PPI</b> Interviews were recently held for two new PPI representatives. Angela King was recruited as a public representative for the Population Health work stream and Colin Bamford is our new patient representative for the Living With and Beyond Cancer work stream. This is</p>		

	<p>the first time that a formal interview process has taken place for PPI opportunities within the Collaboration.</p> <p>SA suggested a mentor scheme for PPI representatives, to align with the support provided for NCRI CSG PPI members.</p> <p><b>Action:</b> Explore further to clarify what support would be needed and who would act as the mentor, and what mentors would be required to do.</p> <p><b>Action:</b> Explore CLAHRCs for training for new PPI members</p> <p><b>Population Health</b></p> <p>AA requested whether the Collaboration could fund the attendance and participation for a PPI representative to attend the European Congress on Obesity satellite meeting in April 2019. The Secretariat recommended to try other sources first and will underwrite as a last resort.</p>	FD	22/11/18
		FD	22/11/18
7. AOB	<p><b>Action:</b> Arrange meeting with Ellie Gadd and LA to discuss Collaboration comms strategy.</p> <p><b>Southampton BRC support</b></p> <p>KP informed the Secretariat that Southampton BRC will be supporting the Secretariat with the sum of £10,000 for the 2018-19 financial year. There are no conditions attached. The Secretariat thanked Southampton BRC for its support.</p> <p>It was noted that Southampton BRC would like to be working as a group of BRCs with a shared ambition and does not wish to be the sole BRC supporting the programme.</p> <p><b>BDA Oncology Study Day</b></p> <p>SAW, Bernard Corfe, Clare Shaw and Lucy Eldridge are presenting at the BDA Oncology Study Day on 19/10/18. SAW is presenting about nutritional risk and BMC about the Toolkit.</p> <p>SAW will also be meeting Andy Burman and the BDA Chair about how the BDA wishes to be seen supporting their membership.</p> <p><b>Action:</b> Report back at next Secretariat</p>	FD	22/11/18
		SAW	22/11/18

Next meetings: Thursday 22<sup>nd</sup> November, 1.30-3.30pm