

**NIHR Cancer and Nutrition Collaboration Management Committee meeting –
minutes and actions
Wednesday 4th November 2020, 10am-12pm**

Attendees: Sam Ahmedzai (SA), Fiona Davey (FD), Kate Holmes (KH), Angela King (AK), Josune Olza Meneses (JOM), Martin Wiseman (MJW) - Chair, Steve Wootton (SAW)

Apologies: Alan Jackson (AAJ), Rachel Marklew (RM)

Agenda item	Actions	Person responsible	Deadline
1. Welcome and apologies	The Chair welcomed everyone to the meeting and noted apologies from RM and AAJ.		
2. Minutes of the last meeting	The minutes of the last meeting were approved. Action: upload to website	FD	13/11/2020
3. Matters arising	NCRI template NCRI has just rebranded. SA will send NCRI reporting template with the updated branding.	SA	13/11/2020
	PPI reporting template AK will draft a new template for PPI reporting when she has her laptop back from repair.	AK	TBC
	Information on BRC programme managers FD requested this information from KH, but NOCRI does not hold this information. Action: KH to ask CCF if they hold information.	KH	20/11/2020
	Action: SA to send dates for cross work stream meeting	SA	13/11/2020
4. NIHR relationship	The membership programme was not approved by DHSC as it had the potential to affect NIHR's reputation. This maintains our funding crisis and we remain non-sustainable to continue operating. If we are not able to raise funds in this way and that was the only way to raise funds, the question was raised about whether it is appropriate to continue as NIHR organisation. A letter had been sent from the Collaboration in response to this, asking for clarity about whether the NIHR affiliation was restricting some of the Collaboration's ambitions. The NIHR relationship was also discussed at a separate meeting with KH and DB, although the primary purpose of this call was to review progress with the prehabilitation research mapping review.		

	<p>It was agreed that the Collaboration recognises the value in the relationship with DHSC and NOCRI. It was also agreed that it was unwise to lose the value of the NIHR/NOCRI affiliation (though the nature of the relationship was not absolutely clear) on the basis of an uncertain venture with no guarantee of success.</p> <p>A suggestion was put forward to present the Collaboration as a partnership or consortium model, that NIHR itself could be a partner to support the research element. A consortium would mean a shared onus on each member and shared responsibility for delivering our objectives.</p> <p>We would like to hold another meeting with BRCs to present the proposed research pipeline and opportunities which are more relevant to the BRCs.</p> <p>Action: AK to seek previous advisors in the charity sector to offer an external perspective on our options going forward.</p> <p>Action: SA to draft letter to NCRI about possible support</p> <p>Action: Draft letter for other potential partners using SA's letter as a base.</p> <p>Action: Produce a case for supporting the collaboration. Request Mike Grocott to support this to strengthen the case when approaching BRCs.</p> <p>Action: SAW to coordinate among NIHR infrastructure about any leftover funds within the BRCs.</p>	<p>AK</p> <p>SA</p> <p>FD/MJW</p> <p>SA/SAW/ MJW</p> <p>SAW</p>	<p>20/11/2020</p> <p>18/11/2020</p> <p>18/11/2020</p> <p>30/11/2020</p> <p>30/11/2020</p>
<p>5. Prehabilitation research mapping</p>	<p>The initial review of NIHR prehabilitation funding has shown that it is piecemeal, fragmented and unlikely to deliver any obvious clinical benefit, as expected. Any studies identified were feasibility or pilot studies. A summary statement is being prepared.</p> <p>A stakeholder meeting will be planned for the beginning of December to explore research questions and clarify research recommendations that will be reported back to the NIHR funding programmes. This should involve NCRI and the Oncology TRC.</p>		

	<p>Actions: Decide on a date for the meeting Identify invitees Draft agenda Finalise report</p>	FD/SAW	18/11/2020
6. Webinars	There has been no further discussion on delivering webinars.		
7. Nutritional guidance resource	<p>The project group met two weeks ago. It agreed that some further editing is required to make the content more readable. This involves a large amount of work as there are more than 40 questions and answers to edit. Whilst these are the questions that were prioritised by the BDA, we could ask them to further prioritise if we do not have time to edit them all now, to avoid further delay.</p> <p>Action: AK will approach CRUK to see if there are any PPI volunteers that would like to work with us on the editing.</p>	AK	13/11/2020
8. Work stream leadership	<p>Molecular mechanisms James Thorne has stepped down from the Chair position due to time constraints, but would like to remain as Deputy. SA is planning a call with him and will discuss potential replacements. Action: Invite expressions of interest in the position from the work stream.</p> <p>Toolkit Bernard Corfe stepped down from the Toolkit work stream. The group needs a reboot and it was questioned about what format this ought to take. A proposal was made to form a task and finish group on screening and assessment in cancer care. This will be an agenda item for the cross-work stream meeting. Action: FD to add to cross work stream meeting agenda</p>	SA/FD	
9. Commercial engagement	SAW has sent reminder to BSNA about the next steps in working together.		
10. PPI	The group agreed that we need more PPI representatives, but it might be advisable to hold until the Collaboration is in a slightly more secure position.		
11. Work streams	<p>Population Health Both manuscripts have now been accepted for publication. BJC has also invited Annie Anderson to write a blog on the topic.</p> <p>Molecular Mechanisms</p>		

	<p>James Thorne is in discussion with Stephen Hursting regarding possible collaborations to apply for the WCRF funding scheme and the CRUK Grand Challenge.</p> <p>LWBC A meeting was held on 19th October. Two new proposals were put forward:</p> <ol style="list-style-type: none"> 1) screening and assessment of malnutrition in overweight and obese cancer patients, which was originally intended for WCRF but following conversation with Steve might go to an NIHR programme development grant. (Shelly Coe, Eila Watson and team from Oxford Brookes). 2) Optimising nutrition in frail surgical patients, from a new member in Bournemouth. Clarity required about whether the study should focus on the nutritional supplement itself <p>Jane Hopkinson is still working up a proposal to NIHR EME to be submitted in December, which was a follow-on from the EAT-CIT study.</p> <p>The MONACO study was recently rejected from NIHR HTA due to potential contamination between intervention and control groups. The suggestion was made that specific reviewers should be suggested when applying for grants, and we could consider writing a briefing note for grant panels with less expertise in nutrition.</p>		
12.Next meetings	<p>Action: Arrange next Management Committee for early December, and bring forward January’s Executive Committee meeting to mid-December.</p> <p>Action: SA to provide availability, FD to circulate doodle polls</p>	FD SA/FD	

Next meeting: TBC