

**Management Committee meeting 15/12/2020 10am-12pm**

In attendance: Sam Ahmedzai, Fiona Davey, Alan Jackson, Angela King, Rachel Marklew, Karen Phekoo, Martin Wiseman, Steve Wootton

Apologies: Kate Holmes, Josune Olza Meneses

Agenda item	Notes	Person responsible	Deadline
Welcome and apologies	The Chair welcomed everyone to the meeting and noted apologies from KH and JOM.		
Matters arising	<p>Industry workshop</p> <ul style="list-style-type: none"> <li>- The workshop will be planned, delivered and led by NOCRI. Action: FD to contact NOCRI to arrange initial conversation and developing proposal. Clarify if KH is leading or the Business Development team.</li> </ul> <p>FD's contract FD's contract technically finished at the end of November and is currently suspended pending further funding. University of Southampton rules do not permit funds to be transferred to the UHSFT fund. FD temporarily left the meeting for the options to be discussed. Southampton BRC has offered to cover the costs for three months to allow more time to find a long term solution.</p>		
Prehabilitation funding call	<p>NIHR announced last week that it had opened a funding call in Prehabilitation: Living With and Beyond Cancer. This was stimulated by the Collaboration's report with Macmillan and Royal College of Anaesthetists. NIHR were keen to develop this research agenda because of the obvious potential clinical impact and importance.</p> <p>The call will be open across HTA (hypothesis trials, HS&amp;DR (implementation and delivery), EME (mechanisms for processes believed to be effective) and PHR (primary prevention) funding programmes. It will close on 30<sup>th</sup> March and is a standard Stage 1/Stage 2 process. The call is for England and Wales. Confirmation is required about whether the remit of the call also extends to rehabilitation.</p> <p>Programme Grants such as Programme Grants for Applied Research are currently not usually included in CCF, but a contact (Lisa Douet) has</p>		

	<p>confirmed that they are seeking calls across all programmes. There may be opportunities for international applications in the future as well, which can involve ICONIC.</p> <p>The Collaboration is uniquely well placed, and needs to be seen, to lead collaborative applications in a platform approach (i.e. study 1/2/3 of a planned project pipelines)</p> <p>The Collaboration had already been planning a workshop on prehabilitation to gain a consensus on the priorities, but with the funding call announced, it will now be extended to include a wider group of stakeholders, and will include discussion of which projects to submit to the funding call. Leading this workshop will be a statement of ownership of the area. The applications will need to be multi-centre and have leadership and oversight from the Collaboration to ensure that they are developed in a coherent and practical way. The workshop will bring together the key PIs and researchers.</p> <p><b>Action:</b> SAW to confirm invite list for workshop  <b>Action:</b> Confirm how we will be working with the Oncology TRC and NCRI for this workshop.</p> <p>SAW has been asked to write a blog on the development of this funding call for NIHR and has been encouraged by CCF to ensure that the Collaboration has high visibility within this.  <b>Action:</b> Blog to be written over Christmas to go live in second week of January.</p> <p>The cross-work stream meeting on January 20<sup>th</sup> will be another opportunity to further refine applications.</p> <p>Confirmation was received that the original prehabilitation report with Macmillan/RCoA involved PPI.</p> <p>The committee acknowledged and thanked SAW for all his work relating to this funding call.</p> <p>It was proposed that organisations participating in the prehabilitation workshops should support the cost of running them.</p>	<p>SAW SAW</p> <p>SAW</p>	<p>18/12/2020 4/01/21</p> <p>4/01/21</p>
--	---	-------------------------------	--

	<p><b>Actions:</b> Identify task group members Define tasks and work plan including deadlines</p> <p>AK suggested to SA that, in the absence of a functioning Collaboration PPI Panel, as NCRI has a well-established PPI set up, that it would make sense for them to address PPI needs. Explore whether NCRI</p>	SAW FD/SAW	18/12/2020 8/01/21
Consortium proposal	<p>SAW circulated an outline of the new consortium model prior to the meeting. The consortium would have PPI at its heart with three broad domains – Research, Workforce and Capacity Building, and Dissemination (which would need to be embedded within the other domains). Whilst each domain encompasses discrete activities, they would also need to relate to each other as in NIHR TRCs.</p> <p>This model separates the NIHR interest in Research, from broader activities in the other domains, which might then allow them to seek support using the membership model that NIHR/DHSC were unable to support.</p> <p>We are more than industry and new therapeutics. When we went to DHSC they said it was inappropriate to offer membership to raise funds. NIHR will focus its engagement with the Research domain. Workforce and capacity building will include NHS England, Royal Colleges and professional bodies. Dissemination was previously proposed to exist as a separate domain but will exist as a theme under each domain, as it is relevant to all.</p> <p><b>Action:</b> AK to review PPI domain</p> <ul style="list-style-type: none"> <li>- What will it address,</li> <li>- what should KPIs be</li> <li>- how should activities best be supported?</li> </ul> <p><b>Action:</b> MJW to review Professionals section</p> <p><b>Action:</b> Under each domain – list two or three key issues that need to be addressed immediately.</p> <p>Comments to be provided by end of 15<sup>th</sup> January.</p>	AK  MJW  All	15/01/21  15/01/21  15/01/21

Cross-work stream meeting	<p>This meeting has been arranged for 20<sup>th</sup> January. A draft agenda has been produced.</p> <p><b>Action:</b> NCI/CRUK Grand Challenge – move lower down agenda, prehabilitation to have a higher focus.</p> <p><b>Action:</b> Define specific outcomes of each agenda item</p>	FD  SA	18/12/21  8/01/21
PPI	<p>The PPI group had a meeting on 7<sup>th</sup> December. Caroline Barker, PPI lead at Southampton BRC, is now a member.</p> <p>AK has ambitious plans for the panel but needs to expand the membership. Some members left recently and others are not always responsive.</p> <p>AK would like the group to explore opportunities for a James Lind Alliance-type priority setting process. There is a need for a mechanism to help identify research questions that are of priority to patients and carers.</p> <p>There are also opportunities for promotion on social media to engage with wider audiences.</p> <p>The group was encouraged to be ambitious in its objectives and can be innovative.</p> <p>Given that BMJ had negative coverage of prehabilitation in an editorial as they thought it might be asking too much of patients, it would be helpful to be able to share positive statements from patients about prehabilitation and how they would ideally have a service arranged.</p> <p>A joint opinion piece from a clinician and a patient highlighting the positives and acceptability of prehabilitation would be a very helpful resource to have.</p> <p><b>Action:</b> Produce statement of support for prehabilitation.</p> <p><b>Action:</b> Identify those most suitable to produce statement</p>	TBC  FD	12/02/21  28/02/21
AOB	<p>CRUK grand challenge call features cachexia. Barry Laird is currently drafting an application.</p> <p><b>Action:</b> Share programme of meetings for January.</p>	FD	8/01/21

Next meeting TBC