



**Minutes of the Canterbury Comprehensive Cancer Centre Meeting
held on Friday, 28 November 2014 at 4.00pm in the Oncology Tutorial Room,
Ground Floor, Parkside West, Christchurch Hospital**

Present:

Bridget Robinson, Michelle Driffill, Elisabeth Phillips, Siobhan Cross, John Evans, Logan Walker and Alice Milnes.

1. Welcome and Apologies

Bridget welcomed everyone to the meeting.

Apologies received from: Ursula Jewell, Sarah Apiata, Gabi Dachs, Ruth Gerring, Maree Johnston, Ann Richardson, Matthew Strother, Ants Parder, Helen Morrin, Jinny Willis, Jeff Upton, Mark Hampton, Amanda Landers, Margaret Currie and Wendy Davie.

2. Minutes of the previous meeting

Minutes from the meeting held on 9 July 2014 were approved.

3. Matters arising from the minutes

Matters arising will be discussed under various agenda items.

4. Plan for C4 moving ahead

- a. *Administrative matters: Website; Branding, labelling; Directory*
 - Use of the C4 branding and affiliation received strong support from C4 members. Bridget and Alice will meet with the Dean for approval.
 - Siobhan has a project that has just received ethical approval which could be affiliated under the C4.
 - The C4 could enter at team into the Relay for Life.
- b. *Involvement in planning for re-development of CDHB and UOC campuses*
 - Bridget noted that there has been little progress with the Health Precinct in the last 6 months but there is online a copy of the Christchurch Health Precinct Master Planning Advice.
 - The new University of Otago, Christchurch building is sliding down the University's buildings list. It is estimated to be 8 years before it will be built.
 - The C4 will continue to advocate that research needs to be accessible to the public as opportunities arise in the Health Precinct planning.
- c. *C4 Newsletter*
 - A draft has been written about the C4 Public Open Day.
 - Alice will ask Helen Morrin to write a summary for the newsletter about the Australasian Biospecimen Network Association meeting which will be held in Christchurch next week.

d. *Grant/Research Support*

- Bridget noted that most people and groups seem to have their own process in place for seeking advice about their funding applications.

e. Nursing involvement

- Item deferred.

5. Opportunities to involve community

a. *Hui*

- Bridget noted that Gabi Dachs attended a Hui this week.
- The C4 does not need to initiate a Hui, but we can be available to attend when invited.

b. *Exercise Project*

- A German physiotherapy student recruited 6 patients to an exercise programme while they were receiving radiation therapy.
- Running an exercise programme is proving difficult logistically as patients receive treatment at Christchurch Hospital but the physiotherapy students are based at a physiotherapy clinic in Barrington. A suggestion was made that space could be available in Ranui House for these sessions
- Bridget recommends that use of the Green Prescription continues to be encouraged.

c. *C4 Outreach Seminars*

- Bridget will discuss with Wendy Davie whether this could be a joint venture with the Cancer Society.
- John Evans expressed an interest in being involved.

6. Cancer Research

a. *C4 Seminars*

- Currently part of the UOC Research Seminars on Monday's. Alice emails any cancer related talks to the C4 list.
- Logan and Margaret Currie will not be the organisers from 2015. It was agreed that the C4 will suggest some potential speakers.
- Alice will design a slide to go at the beginning of C4 affiliated seminars.

b. *Cancer Research Workshops*

- The first public Open Day was held at the end of August which included displays before the talks began.
- Alice will look into some dates for the next one in April or May. A second one could be held later in 2015 to coincide with the NZSO which will be held in Christchurch.
- Gabi and Logan were nominated to organise the next one.

c. *Cancer Research Canterbury Seminars*

- These sessions could potentially be revived to support those writing HRC grants. Closing dates for applications will be investigated and we could offer a couple of dates a month or two before for those wishing for feedback.

7. Reports from members

a. Cancer Society Tissue Bank

- Banking is going well.
- Currently updating all patient information and consent forms to submit to HDEC
- This weekend the Australasian Biospecimen Network 12th annual conference is to be held in New Zealand for the first time at the Chateau on the Park.
- Pre-Christmas surgery increase has commenced so it is very busy with daily tissue banking.

b. Laboratory for Cell and Protein Regulation

- John noted that he has been recently been collaborating with some engineers from Canterbury which has provided a wider prospective for his research.

c. Mackenzie Cancer Research Group

- Elisabeth is working on getting fat cells into 3D models

d. Southern Cancer Network Steering Group

- Michelle noted that the new manager at the Southern Cancer Network is Di Riley who is working on defining the roles and focus of the SCN, along with updating the Terms of Reference.
- The SCN Steering Group meetings will now be quarterly instead of bi-monthly.

e. Canteen

- Michelle noted that things are ticking along at Canteen

f. CHOC

- Siobhan outlined the status of their current projects.
- The Children's Cancer Registry is a great resource that CHOC has had involvement in.
- Siobhan recently attended a psych-oncology sandpit meeting hosted by the Cancer Society to research the utilisation, access and follow up in migrant populations.

g. South Island Oncology Group

- Bridget noted that the group has a paediatric clinical trial representative.
- The group has been discussing the challenges around funding. Bridget will send Alice an article for circulation with the minutes.

8. Email List

- Please email additions to the C4 email list to c4.uoc@otago.ac.nz.

9. Next Meeting

- Next meeting will be held in early March.

Meeting closed at 4.55pm