



**Minutes of the Canterbury Comprehensive Cancer Centre Meeting
held on Wednesday, 30 October at 12.30pm in the Oncology Tutorial Room,
Ground Floor, Parkside West, Christchurch Hospital**

Present:

Bridget Robinson, Jeff Upton, Matthew Strother, Wendy Davie, Ants Parder, Logan Walker, Margaret Currie, Elisabeth Phillips, Helen Morrin, Gabi Dachs, Catherine Sheat, Amanda Landers, John Evans and Alice Milnes

1. Welcome and Apologies

Bridget welcomed everyone to the meeting.

Apologies received from: Ursula Jewell, John Pearson, Scott Babington, Sarah Apiata, Margreet Vissers, Ann Richardson and John Potter

2. Minutes of the previous meeting

Minutes from the meeting held on 19 July 2013 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*
 - Alice circulated webpage statistics from Google Analytics. There have been 89 unique visitors to the site since June.
 - Bridget and Alice will set up a core group to develop C4 branding for laboratory doors, etc.
 - Alice will email the C4 list again requesting members to add their information to the C4 directory on the website.
- b. *Nursing involvement*
 - Item deferred
- c. *Involvement in planning for re-development of CDHB and UOC campuses*
 - There is no update on plans for the Health Precinct.
 - Gabi noted that the new UOC building has been bumped from the top of Otago's list to build due to the Health Precinct delays. It is likely a new Dentistry School will be built first in Dunedin.
- d. *C4 Newsletter*
 - The first newsletter was sent out at the end of August. Logan and Alice plan to send the next one out at the end of November, after the Cancer Research Workshop.
 - All suggestions for the newsletter are welcome.

e. *Presentation skills*

- Presentation skills courses are available to both UOC and CDHB staff. Details on both courses will be added to the website.

f. *Grant/Research Support*

- There was short discussion about the C4 supporting the writing of grant applications. The Department of Pathology, UOC has also been discussing doing the same thing. Bridget and Margaret will discuss with David Murdoch.
- It was suggested that the C4 could perhaps hold 3 workshops per year, with the one in May focussed on grant writing.

5. Opportunities to involve community

a. *Hui*

- Bridget will follow this up with the local Cancer Network.

b. *Exercise Project*

- Two of the Oncology Community Nurses have trialled a green prescription. The course runs for 8 weeks and costs \$3.00 a time. After the 8 weeks people get referred on.
- Breast cancer patients will start in the New Year when the next intake is available.
- Bridget reported that Wendy Burke and Anne Smith recently visited the Olivia Newton-John Cancer and Wellness Centre in Melbourne Australia. A virtual centre could be set up providing patients with information on what they can do and exercise programmes available around the city.
- Bridget is keen to link the exercise project with the Cancer Society. Wendy is keen to get a programme running. At the moment the Cancer Society provide short taster courses, but nothing on going.
- Bridget will organise a meeting to progress this before the end of the year.

c. *C4 Outreach Seminars*

- Amanda recently did a public lecture in Ashburton which received a lot of interest.
- It was suggested that a video link for the Cancer Research Workshop could be organised.

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.

b. *Cancer Research Canterbury Seminars*

- Bridget acknowledged Jeff's work on these seminars, and they remain in abeyance.
- There was a short discussion about when would be the best time to hold these seminars and in what format. It was agreed to discuss again after the next Cancer Research Workshop, with members to think about their preferred format, casual discussion versus more formal, and purpose.

c. *Cancer Research Workshops*

- Bridget thanked Gabi for organising the next Cancer Research Workshop which will be held on 19 November.
- The provisional programme has been circulated and is shorter than the last workshop.
- Alice noted that there have been 25 RSVPs so far and encouraged everyone attending to register for catering purposes.

7. Reports from members

a. *Cancer Society Tissue Bank*

- Helen reported that everything is on track with samples being collected and projects going out.
- Helen and Catherine have 5 projects to send out before the end of the year.

b. *Southern Cancer Network*

- No report was emailed through with Ursula's apologies.

c. *Cancer Society*

- Wendy noted there have been a few staff changes and there are now 4 cancer information nurses on the team.
- The team recently went to Wellington for some professional development training and up skilling.
- Summer students are now underway. It was noted that both Elisabeth and Gabi have students funded by the Cancer Society.
- More volunteers have been trained for the Cancer Connect programme so there are 22 peer supporters with varying diagnoses.
- Relay for Life will be held on 22-23 March 2014.
- Movember begins this week. 50% of funds raised goes to the Cancer Society for prostate and testicular cancer. The other half raised is for mental health.

d. *Prostate Cancer Foundation*

- Ants noted that a new CEO recently started.

8. Email List

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

9. Any other business

- *Gut Health Theme Meeting, 1 Nov 2013.*
Bridget noted that Ros Kemp and Mark Hampton were speaking at this.

10. Next Meeting

- Next meeting will be held at the Friday, 4.00pm timeslot in the New Year.

Meeting closed at 1.30pm