



**Minutes of the Canterbury Comprehensive Cancer Centre Meeting  
held on Wednesday 8 May 2013 at 11.30am in the Oncology Tutorial Room,  
Ground Floor, Oncology Service, Christchurch Hospital**

**Present:**

Bridget Robinson, Logan Walker, Wendy Davey, John Evans, Margaret Currie, Maree Johnson, Gabi Dachs, Kenny Chitcholtan, Jeff Upton, Ursula Jewell, Alice Milnes

**1. Welcome and Apologies**

Bridget welcomed everyone to the meeting.

Apologies received from: Ann Richardson, Ruth Spearing, Helen Morrin, David Gibbs, Koral Fitzgerald, Jinny Willis, Sean MacPherson, Ants Parder, Lisa Whitehead, Peter George, Chris Wynne, Amanda Landers, Tracey King and Sarah Ellery

**2. Minutes of the previous meeting**

Minutes from the meeting held on 1 March 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. *Website* – [www.c4cancer.org.nz](http://www.c4cancer.org.nz) or [www.otago.ac.nz/c4](http://www.otago.ac.nz/c4)
  - Any feedback is welcome, please email Alice at [c4.uoc@otago.ac.nz](mailto:c4.uoc@otago.ac.nz)
  - Alice is in the process of gaining access to the statistics for the website.
- b. *Branding, labelling*
  - C4 business cards have been made. They are available from Alice if anyone would like some to take to meetings, conferences, etc.
  - Letterhead is yet to be organised.
  - A copy of the C4 logo is available from Alice for the inclusion in presentations, profile pages, etc.
- c. *Directory*
  - Around 30 people have listed themselves on the C4 Directory so far.
  - There is a form on the website to fill out.
  - Alice will email the list once again reminding members to add their details.
- d. *Research Centre within UO*
  - On hold at present. Bridget feels that the timing is not right to do this and it was agreed that perhaps working on branding members work areas would be an alternative.
- e. *Nursing involvement*

- Bridget reported that her meeting with the nurses has not happened yet as it has been so busy so this will be carried over to the next meeting.
  - Maree reported that there are four more nurses starting in new positions this month.
- f. *Involvement in planning for re-development of CDHB and UOC campuses*
- Conceptual plans for the Health Precinct have been seen by some. The 100 days of planning expires mid-May so the vision for the precinct might be clearer then.
  - Elizabeth Chesterman at the Cancer Society is involved in the planning.
  - A short notice meeting may be arranged if we need to put a proposal forward
  - Darin O'Keefe has emailed Bridget asking if the C4 would participate in discussion about plans for molecular imaging, be this PET/CT or PET/MRI and radiochemistry facilities with the Health Precinct planners. Currently PET is only available privately. It was agreed by the meeting that the C4 would take part in this.
- g. *C4 Newsletter*
- Logan and Alice are going to work on producing the newsletter.

## 5. Opportunities to involve community

### a. *Hui*

- Bridget has been invited to attend a Hui on 28 May.
- The local Cancer Network also have plans to hold a Hui, once new SCN staff are in place.

### b. *Exercise Project*

- It is the wrong time of the year to get this going but a good time to plan to start it in the Spring. Bridget, Margaret , Catherine and Tracey to action.
- Wendy has met a yoga instructor who is keen to work on the project. She has done similar work in the past.
- Margaret noted that the YMCA are still very keen as well.

## 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. Speaker suggestions are welcome.

### b. *Cancer Research Canterbury Seminars*

- Jeff apologised for not having this series running this year and resigned as the organiser due to health reasons.
- Bridget is going to ask a researcher and a clinician to work together to organise these seminars.
- There was a short discussion about how these seminars could be run.

### c. *Cancer Research Workshops*

- The next workshop will be on Wednesday, 29 May from 2.00-6.00pm in the Rolleston Lecture Theatre.
- Gabi has 14 speakers confirmed and is working on the programme, once complete Alice will email it to the list.
- About 30 people have already registered to attend.

- A certificate of attendance will be available after requests were made after the last one. Alice will work on this.
- There was a discussion about opening it up to the public. The programme flyer will be circulated on Healthy Christchurch, through the Cancer Society and on the CDHB daily notices.

## 7. Reports from members

- *Cancer Society Tissue Bank*
  - Helen Morrin is currently at the ISBER Conference in Australia
- *Southern Cancer Network*
  - Ursula reported that the final tests are being done before the database goes live.
  - There have been some staff changes with Janfrey Doak replacing Ruth Robson. And Paula Goodwin is starting to work on Multi-Disciplinary Meetings.
- *Cancer Society*
  - Wendy reported that they have finished Relay-for-Life season for the year, and already planning the next one.
  - There have been some staff changes with the retirement of Meg Biggs and Sally Flower. A new Support Care Member is due to begin and Cancer Connect will be managed differently by Administration and a nurse.
- d. Christchurch Breast Cancer Registry
  - The process to make consent unnecessary is underway, under the new Ethics pathway. Some other Registers do not require consent to be given.
  - Gavin Harris is attending a meeting about funding with the Ministry and NZGL.

## 8. Email List

- Please email additions to the C4 email list to [c4.uoc@otago.ac.nz](mailto:c4.uoc@otago.ac.nz).
- Any other business
  - Draft Tumour Standards  
The closing date for Draft Tumour Standards submissions is on 7 June for the Breast Cancer Standard and 22 May for all other Standards. There is a feedback form on the MOH website.  
[www.health.govt.nz/our-work/diseases-and-conditions/cancer-programme/faster-cancer-treatment-programme/tumour-standards/feedback-draft-tumour-standards](http://www.health.govt.nz/our-work/diseases-and-conditions/cancer-programme/faster-cancer-treatment-programme/tumour-standards/feedback-draft-tumour-standards)

## 9. Next Meeting

- Next meeting will be held in 2 months at the 4.00pm Friday timeslot.

Meeting closed at 12.30pm