

Centre for the Clinical Application of Particles

Management Board Meeting #2

Room 539, Level 5, The Blackett Laboratory, Imperial College London

Tuesday, 05Dec17, 09:00 – 11:30

Present:

Victoria Blackmore, Charles Coombes, Dan Elson, Mark Hill, Ken Long, Jamie Meredith, Uwe Oelfke, Jaroslaw Pasternak (phone), Jennifer Podesta, Jürgen Pozimski, Andrei Seryi (phone), Matt Williams (phone), John Yarnold,

Apologies:

Eric Aboagye, David Colling, Dorothy Gujral, Zulfikar Najmudin, Danielle Power, Boris Vojnovic

Notes:

1. Welcome and goals for the meeting

KL thanked everyone for attending the meeting and noted the apologies received. The purpose of the meeting would be to take stock of the work performed so far, to discuss the drafting of a ‘business case’ for the Centre, and to discuss the scientific programme for the Centre.

KL noted that P. Posocco had left Imperial and welcomed Jamie Meredith (CRUK Centre) to the MB.

2. Notes and actions from the previous meeting

The notes of the previous meeting were accepted. Status of actions:

- **BV:** Circulate list of s/w packages that simulate the passage of particle beams through tissue;
 - **Done.**
- **JY:** Circulate list of simulation packages presently in use within the ICR to simulate particle interactions with tissue;
 - **Done.**
- **VB:** survey the available treatment-planning software;
 - **Stands.**
- **VB:** Incorporate comments in the summary document tabled at the meeting and circulate for further amendment;
 - **Done.**
- **KL:** Seek volunteers to draft discussion documents outlining the programme to be carried out in each of the two themes outlined above;
 - **Superseded:** will now be developed through drafting of business case.
- **VB:** Organise “CCAP plenary meeting” in September 2017;
 - **Done.**
- **KL/VB:** Organise a “half-day” meeting to discuss the two themes outlined above;
 - **Superseded:** will now be developed through drafting of business case.
 - Such meetings may still be necessary, but, will be organised alongside the business case.

- **KL/VB:** Initiate organisation of peripatetic CCAP seminar series;
 - **Ongoing:** see VB contribution.
- **MH:** Invite CCAP members to take part in the MSc course on radiobiology that he runs at OIRO;
 - **Ongoing:** we discussed the possibilities to allow CCAP members to engage with the course. MH will consider making invitations to particular lectures that are likely to be of interest.
- **MW/DG:** Organise “clinician-led” CCAP programme-development meeting;
 - **Done:** will take place 05Feb18 at CXH. The possibility that JY would make a contribution during the meeting was discussed. It was agreed that **JY** and **UO** would support organisation of the agenda.
- **VB:** Circulate summary of industrial connections from R. Wilson
 - **Done.**
- **VB:** Identify date and time of the next MB meeting by Doodle
 - **Done.**
- **MW (with KL/VB):** Take forward the development of a concept for a paper that analyses the benefits of radical technological developments in the clinical use of particles.
 - **Ongoing.**

During the discussion, CC noted that the Major Centre bid had been accepted and that £14M would be available from Apr18 for joint programmes between Imperial and ICR. Joint Physics activities can attract up to 25% of this money to support students and equipment. Important to prepare in advance of the call that will be issued in spring 2018.

2. Director's report

KL summarised the Centres ambition to develop a novel radiobiology facility, with a mission to develop the technologies, systems, techniques, and capabilities needed for the successful clinical exploitation of particle beams. The Centre was proposed to Imperial College London within the framework of the Cancer Research Centre of Excellence and CRUK Major Centre at Imperial. It received approval in August 2017, starting in the new academic year.

The structure of the Centre was described by KL and the requirement for an External Advisory Board and Governing Board was discussed. Names for these boards should be proposed, including people who have built facilities along with radiobiologists. Terms of Reference will be needed, and it is conceived that the External Advisory Board may be twice-yearly meetings.

KL briefed the Management Board on the proposals submitted by the centre since the last meeting: to the Excellence Fund for Frontier Research, and to the Rosetrees Trust. KL and UO are to meet to discuss areas of collaboration between IC and ICR. An opportunity for funding at the 50% level of two lecturer positions with the Gunnar Nielson Trust has been pursued by JM, KL and ZN.

Opportunities to partner with ISIS and MedAustron were discussed, and Management Board members were invited to join KL at a meeting at MedAustron to seek collaboration. Potential for collaboration with Daresbury Laboratory, on high-energy electron and photon beams, and FOOT (Fragmentation of Target). JP has been identified to represent interests in a future MSCA ITN. Consider joining Bioengineering/Chemistry in their CDT proposal.

Actions

- **All:** Propose names for External Advisory Board.

- **VB:** Ensure MB members get wiki accounts.
- **KL/VB:** Draft Terms of Reference for IAC and GB.
- **KL/UO:** Arrange a time to meet and discuss areas of collaboration between Imperial and ICR.
- **VB:** Firm up date for seminar by Kevin Prise (Belfast).

4. Manager's report

VB summarised funding opportunities available soon, including those submitted by Centre members since the last meeting. VB will submit application to European Partners Fund, which can provide up to £5k for travel to support new partnerships, networking, and training.

The Faculty of Natural Sciences Strategy Research Funding (deadline: 25/02/18) supports small exploratory projects. These can have a value up to £20k and a duration of less than 12 months.

A submission to the CRUK Multidisciplinary Award was discussed (deadline: 24/01/18). JM stated how seriously the preliminary submissions are taken, and UO raised that he is on the panel for these awards, so we would be without an expert in the room when the submission is discussed. Decision made to prepare for a submission, likely in 6 months.

The Centre's WWW presence was discussed. Development of the website is being led by A. Kurup (IC). Short bio's of MB members would be a simple way to populate the website, followed by information about the (to be developed) seminar series.

The Centre has a [wiki](#), and all MB members should have an account. Wiki accounts can be requested via [A. Kurup](#).

Actions

- **VB:** Make MW paper available on the wiki for all to review and contribute.
- **VB:** Ensure MB members get wiki accounts.
- **VB:** Circulate instructions for how to use wiki.

5. Business case

The need for a business Case was outlined by KL. The Business Case should state the mission need, objectives (scientific, technical, training), an indicative time table with targets, and a financial and staffing plan. The CCAP proposal document could be used as a preliminary business case. KL will draft the business plan structure and identify lead authors with JM's help. Agreed to use the CCAP wiki to organise necessary information.

Actions

- **KL/JM:** Prepare business-case skeleton and define lead authors for the various sections.

6. Opportunities for development of links with appropriate industry

Opportunities here were discussed in the Directors report (ISIS, MedAustron, Daresbury, FOOT). An industry engagement plan should be incorporated into the business plan.

7. Future meetings

- MedAustron visit: 23/24th Jan 2018 (rescheduled to 29/30th Jan since meeting)
- Clinician-led meeting at Charing Cross Hospital: 5th Feb 2018

- Next 'plenary' meeting: TBD, VB to initiate with Doodle poll in the new year
- Next MB meeting: TBD, VB to initiate with Doodle poll in the new year

8. Date of next meeting

The date of the next meeting will be organised through a Doodle polls (action **VB**).

9. Any other business

Summary of actions

- **VB:** survey the available treatment-planning software;
- **KL/VB:** Initiate organisation of peripatetic CCAP seminar series;
- **MH:** Invite CCAP members to take part in the MSc course on radiobiology that he runs at OIRO;
- **MW (with KL/VB):** Take forward the development of a concept for a paper that analyses the benefits of radical technological developments in the clinical use of particles.
- **JY/UO:** Liaise with MW and DG re agenda for Clinician-led meeting, 05Feb18.
- **VB:** Make MW paper available on the wiki for all to review and contribute.
- **VB:** Ensure MB members get wiki accounts.
- **All:** Propose names for External Advisory Board.
- **KL/VB:** Draft Terms of Reference for IAC and GB.
- **KL/UO:** Arrange a time to meet and discuss areas of collaboration between Imperial and ICR.
- **KL:** Send expression of interest in partnering with CDT led by Mengxing Tang of bioengineering.
- **KL:** Respond positively to invite to End-station meeting, Manchester, 12Dec17.
- **MH:** Circulate details of CTRad w/s on 21st February 2018.
- **MW:** Consult DG regarding dates of proposed visit to MedAustron.
- **VB:** Create Doodle poll to initiate search for date of next plenary meeting.
- **All:** Propose names of possible seminar speakers to VB.
- **VB:** Firm up date for seminar by Kevin Prise (Belfast).
- **UO:** Organise a 'CCAP-labelled' seminar as part of the ICR seminar series in the summer term.
- **VB:** Circulate instructions for how to use wiki.
- **KL/JM:** Prepare business-case skeleton and define lead authors for the various sections.
- **VB:** Initiate search for date for next MB via a Doodle poll.