

# Public members of the trial steering committee

# Information sheet

#### What is our study about?

Our trial is about the benefit of exercise for people with bowel, breast, or lung cancer in helping them to live longer, healthier lives without cancer returning.

We want to:

- compare a personalised home-based exercise programme with support from exercise professionals, with standard NHS care;
- use our results to design a larger scale trial;
- begin to gather evidence of whether more active people have longer, healthier lives without cancer returning;
- better understand if exercise should form part of cancer treatment.

#### When does the study begin and end?

The study began on 1 September 2022 and will last for 4 years, ending in August 2026.

#### Who is funding this study?

We have received funding from Yorkshire Cancer Research. You can read more about this funding programme here: <u>News | Yorkshire Cancer Research</u>.

#### What is the role of public members of the trial steering committee?

This committee will monitor, supervise and advise the study. Your role as a public member of the committee will be to:

- offer the perspective of a potential public participant in the study;
- act as a 'critical friend' when discussing what is practical and acceptable;
- offer advice on the plans for patients and carers.

#### What experience are we looking for?

We are looking for people with personal experience of being diagnosed with bowel, breast, or lung cancer, or of caring for someone with one of these cancers. You must live within Yorkshire.

You do not need to know about clinical trials, but you will need experience of being involved in at least two research studies, or have other relevant experience, such as being a member of a formal committee.

It is helpful if you also have some experience of taking part in meetings, reading and commenting on written documents, and working as part of a team. We are looking for people who are confident and willing to speak up and ask questions.

#### Who will you be working with?

You will work alongside senior academics and clinicians. We are seeking two public members to join the committee.

# How often will the committee meet and for how long?

The first meeting of the committee will be in October / November 2022. After this, the committee will meet every six months until the end of the study in August 2026. This means there will be nine meetings of the steering committee in total.

# Where or how will meetings be held?

Our meetings will be held online using Zoom or Teams video-conferencing software. We will share simple instructions for joining each meeting and ground rules for taking part. This means that you will need access to a mobile phone or a computer with internet access.

# What will the study steering committee do?

The committee will:

- monitor the progress of the trial;
- monitor adherence to the trial protocol;
- monitor the safety and wellbeing of participants;
- make recommendations to the Trial Management Group;
- make recommendations to the trial sponsor;
- consider new information as it becomes available.

# What benefits are we offering?

We will reimburse your expenses for taking part in committee meetings and other activities. This will include a remote working allowance to cover your broadband/wifi costs of £5 per meeting, travel expenses if we meet in person, and the cost of arranging a replacement carer or childcare to enable you to attend meetings. More information about the expenses covered is available on request.

We will offer you a fee of **£25 per hour** to thank you for your time and contribution to the study. This will include time spent preparing for, attending and following up meetings, and time spent on separate activities.

Expenses and fees will be paid as soon as possible after each meeting or activity. Invoices or receipts will be required to claim expenses (with the exception of the remote working allowance, which is a fixed payment).

# What support will you be offered?

Helen Roberts will be the main point of contact and support for the public members of the committee, with support from Maureen Twiddy. Helen will meet with you before the first meeting to discuss your role and answer any questions. She will be available to offer one to one support outside of meetings, including support with using video-conferencing software, if you need this.

We will send the papers for each meeting at least 10 days in advance so that you have time to prepare. If you need printed copies, these can be supplied on request. We will share minutes of each meeting.

Maureen is a member of the steering committee and will be available to discuss any issues with you, to help you prepare, or to reflect on a meeting afterwards. She will be able to explain any complex issues or technical language. She can also speak to the Chair on your behalf if you need support with any issues.

# Any questions?

If you have any questions or are interested in volunteering for this role, please get in touch with:

# **Helen Roberts**

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