

Minutes of 5th European Marine Biological Resource Centre (EMBRC) UK Node meeting – 29th June 2015 – telephone conference call

Present:

Ian Johnston – University of St Andrews
Alistair Main – University of St Andrews
Mark James - MASTS
Colin Moffat – Marine Scotland
Gavin Grewar - Marine Scotland

Martyn Cox - Marine Scotland
Colin Brownlee – Marine Biological Association
Nick Pade - Marine Biological Association
Axel Miller – SAMS

Apologies:

Beatrix Schlarb-Ridley – British Antarctic Survey (part call)
Melody Clark – British Antarctic Survey

Minutes (paper) and review actions of last meeting

1. Minutes were agreed as an accurate record of the meeting. The Actions were all complete, in hand or to be discussed as part of the agenda.

ACTION: MC to upload minutes of 4th meeting to web site.

Update from Implementation Board and Working Groups

2. It was agreed to take these items together as the last EMBRC EIB meeting covered all. IJ reported that the Lisbon meeting (8th EIB meeting) had made incremental progress. There were two key areas for the UK Node to note:
- a. **ERIC statutes**– there had been a presentation on the progress being made with the statutes. A key decision had been that most decisions would be made on a 2/3rds majority basis. For decisions on joining / leaving EMBRC or budget matters, there would be a process of rounds of voting to seek unanimity reverting to a 2/3rds majority if this couldn't be achieved within a 6 month time limit, to ensure a decision was made. Also there was to be a one year notice of withdrawal from EMBRC, so any notice was due at the end of year 2 if anyone was to leave at end of year three, for example. This would allow time for budgets to be adjusted accordingly.
 - b. **Business Plan** - Two key areas were discussed. First, the basis of the future subscription. There were calls for it to be based on country GDP, a flat rate for all or a tiered approach but with a €100,000 maximum. There will be further discussion at the Edinburgh meeting. Secondly, the future budget was presented but no final decision made. It was still unclear what was required and how the budget would be allocated. The Working Group was to re-consider the details in time for the Edinburgh meeting. It was also not yet decided on how quickly to ramp up activity and associated spend to give EMBRC momentum. EMBRC needed staff to take forward detailed work planning to ensure that the consortium was ready for formal launch in 2017. It was noted that all contributions to EMBRC for 2015 would be 'in kind' (no member cash required) but there would likely be a requirement for a reduced subscription in 2016 although the EIB wanted to see a Business Plan that justified this. On the matter of audited accounts it was noted that Article 15 of the statutes required these and there was a view amongst the UK Node that EMBRC partners should have sufficient time to scrutinise EMBRC finances.

3. Plans for the **9th IEIB Meeting** (Edinburgh) – amongst other items, this meeting was expected to focus on the ASSEMBLE+ application being made by EMBRC. The call was expected to be published in September with a closing date of March 2016 and much detailed work was required to make a robust application. All countries were being allowed to make short (7 minute) presentations at the meeting to outline the facilities they had to offer. A group would be set up to examine the proposals so that the Bergen meeting had a first draft of the application. The UK needed to identify what is was offering for the application. Worth remembering that access to infrastructure and services and certain R&D and time series were included in the call. It would be very helpful to have some UK input to the application writing team as we needed to ensure it was as robust as possible. There was likely to be strong competition in the application process.

ACTION: IJ to contact BAS.

ACTION: All to send IJ 1 side A4 and 1 PowerPoint slide of infrastructure and service facilities to be offered by Thursday 9th July.

ACTION: IJ to circulate for comment once developed into the 4 PowerPoint slides required to show the UK contribution on 13th July.

4. It was also clarified that it was MASTS the legal entity that was a partner of the UK Node rather than the individual members of the MASTS consortium.
5. The ERIC timetable was currently – the internal French consideration would be complete by end 2015 with the 1st stage application being made in early 2016. More information may be available after the meeting in Paris on 1st July.

ACTION: NP to report back on timetable update as appropriate.

ACTION: GG will co-ordinate legal input to the statutes from UK partners.

UK Node

6. Following circulation of the earlier **draft MoU**, St Andrew's had asked for further clauses to be included. AM outlined the rationale for this which was to bring the UK Node agreement closer to what would be included in the necessary Consortium Agreement after the statute was signed. This had the effect of turning a relatively light touch MoU into a formal contract agreement. All UK Node partners were agreeable to this as it focused on what would be needed in future. BAS had indicated agreement in an earlier e-mail. It was also noted that it would be back dated to 2014 and would be useful to have to cover a potential significant (if not full) subscription fee in 2016.
7. There was discussion about the need to investigate a different subscription model for the UK input, maybe based on benefits gained, but the consensus was that an equal share of the approx. €100,000 was the preferred way to make a split.

ACTION: GG will liaise with SG legal and re-circulate the draft MoU as a Contract Agreement.

8. The Travel and Subsistence (T&S) paper as tabled was agreed with inclusion of the travel for UK Node meetings, if undertaken. The start date was agreed as 1st

February 2014 and it would cover EIB meetings 1 to 8, Working Group 1 and 2 meetings and the EMBRIC grant writing meeting in Roscoff.

9. Claims for the initial tranche should be sent to Tanya Hawkins and copied to Mark James by 25th July although this did not preclude (non-duplicate) claims for early meetings being submitted in the next tranche. MASTS would reconcile based on internally agreed claims and issue invoices as appropriate.

ACTION: All to submit T&S claims to MASTS by 25th July.

RCUK Capital Framework for investment

10. Nick reported that there was nothing to report since the last meeting.

Communications

11. EMBRC web page – there was an opportunity to add content if any member thought this useful
12. The current Topic Sheet remained valid and members invited to make observations as appropriate.
13. NP is for the moment in charge of the EMBRC website. IF anyone has anything they would like to share through this website please contact NP (nipa@mba.ac.uk)

MASTS event workshop - MASTS Annual Science meeting

14. The new EMBRC Director had agreed to attend the workshop. It was key to ensure good attendance on Friday October 2nd. IJ would develop text to describe the event (briefing on EMBRC, programme of work, forward look for future applications, possible opportunities).
15. It was re-iterated new UK members were not being actively sought at this EMBRC set up stage. How UK membership might develop in the future was contingent on what happened in the wider EMBRC context but always recalling that any candidate institution would require to make a substantial commitment of infrastructure and resources.

ACTION: IJ to write text and circulate for comment so that MJ can promote through general promotion for the MASTS event.

Identifying success of EMBRC

16. Partners were reminded of the need to record any EMBRC associated funding success so that these could be recoded.

ACTION: All to pass MC details of any successful EMBRC associated applications

Updating MSCC

17. It was noted that a short update paper would be tabled at MSCC September meeting.

ACTION: MC submit short update to MSCC on EMBRC progress in September.

AOB

18.A couple of points:

- a. STFC ERIC Workshop idea – 4th Septmeber. NP agreed to attend for EMBRC UK node as it was recognised as important to maintain the UK profile in the ERIC work.

ACTION: NP to arrange attendance.

- b. Next meeting

ACTION: MC to arrange Doodle Poll for a meeting pre Bergen EIB (7th Septmeber).

ACTION: NP to provide the group an update after Edinburgh meeting.

Martyn Cox
Marine Scotland
June 2015

EMBRC Web page available on the Marine Scotland web site

<http://www.scotland.gov.uk/Topics/marine/science/EMBRC> includes a flyer that could be used to promote EMBRC.