

**Minutes of 15th European Marine Biological Resource Centre (EMBRC) UK
Node meeting – 27th April 2018 – telephone conference call**

Present:

David Paterson - University of St
Andrews / MASTS (Chair)
Martyn Cox - Marine Scotland
Alistair Main – University of St
Andrews
Iveta Makejusova - Marine Scotland

Melody Clark – British Antarctic Survey
Jon Parr - Marine Biological
Association
Vincent Janik – University of St
Andrews
Axel Miller – SAMS
Anuschka Miller - SAMS

Apologies:

Claire Gachon - SAMS
Ian Davies – Marine Scotland
Gavin Grewar - Marine Scotland

Beatrix Schlarb-Ridley – British
Antarctic Survey

Welcome and introduction

1. David Paterson welcomed Anuschka Miller (SAMS) who had agreed to take on the role of chairing the Comms Group and would join future Node meetings. Ian Davies had taken over from Colin Moffat at Marine Scotland. This meeting was being held to discuss matters ahead of next week's first General Assembly in Paris – Ian and David would be attending – and follow up actions from the October meeting

Minutes and review actions of 14th meeting

2. Minutes were agreed as an accurate record of the meeting. The Actions were all completed or would be covered as part of the agenda, except for a few actions carried forward:

ACTION 13.1: e-infrastructure (new web site, access platform and EMBRC data policy) - Jon Parr and Dan Lear (MBA) were still in touch with Nick Pade who was establishing a Euro marine group.

ACTION 13.2: External funding and resources - map of funding opportunities – this was still not available but would be invaluable to assist with determining where to invest effort in application preparation. DP will raise at EIB next week.

New Action 15.1: DP to raise at EIB.

ACTION 14.1: All to seek opportunities to promote training available in their institutes and make links to the EU Marine Training Portal. This will fall to the Comms Group to pursue.

ACTION 14.6: All to check latest versions of 'Statutes' and 'Rules of Operation' for matters of interest. The latest version had been placed on the Google drive but they were to be discussed at EIB next week.

ACTION 15.2: M Cox to arrange upload of minutes of 14th meeting to web site.

EIB matters

3. The next EIB meeting was on 2/3 May 2018 in Paris together with the 1st General Assembly. The agenda had arrived this morning but the main issues for the UK Node to raise would be discussed under the CoN update.

Committee of Nodes

4. Liaison Officer role – It was becoming clear that the role of the Liaison Officer was expected to develop to cover operational matters now that the ERIC had been formalised. All other member Nodes had at least 1 person working full time in the role. Axel would not be able to give this level of commitment. To gain benefit from EMBRC in the long term and be part of successful funding applications, such as INFRADEV III, would require the necessary investment in the proposal writing process etc.
5. It was agreed that more coordination was necessary across the UK marine biological community to maximise involvement in EMBRC. Identifying a suitable coordinator, with appropriate job specification (either full / part time), was now important. A funding model would also have to be agreed. A number of actions were agreed:

Action 15.3: Melody to source job descriptions from other country nodes.

Action 15.4: all to consider possible suitable candidates within their organisations and speak to David.

6. Access Model update – it was agreed that there were a few issues (e.g. change of on-line application forms, lack of reasons for rejection), with the recent transnational access decision making process. Liaison officers needed to be aware of rejection reason to inform a repeat application. Concerns would be aired at the EIB next week.

EMBRC UK Node business

7. Ambition / aspirations for UK Node – it was agreed that this paper was very useful for both the web site and, with Comms group help, to inform messaging about EMBRC UK Node activities. It was agreed that it be circulated for comment again and then passed to the Comms Group to polish for further use and used to inform future PR type material.

Action 15.5: MC to circulate paper for comments then pass to Comms Group.

8. Communications Group - T of Ref have been drafted and members identified. Anuschka Miller (SAMS) had agreed to chair the group. Emma Defew (MASTS) and Layla Batchellier (BAS) also to be involved. The next steps were to ask the group to discuss their Terms of Reference and consider what could be achieved over the next 12 months and the resources required for that. A few things done well, with correct messaging to the right audience were probably key. The web site was currently hosted by St Andrews but that could be changed if needed. .

Action 15.6: Comms group to consider Terms of Ref

9. EMBRC UK recognition from UK Research councils – it was agreed that greater awareness of EMBRC was needed within the various UK research bodies.

Action 15.7: BAS to make enquiries within NERC. MC to ask BEIS about how the various ERICs in which UK involved were being promoted.

10. UK Agreement – it was note that the current UK consortium agreement was due to expire at 31 December 2018. It would be discussed at the next meeting.

Action 15.8: DMP to add document to the Google drive.

11. Payments – to EMBRC HQ were thought to be currently up to date.

Action 15.9: DMP to check with accounts.

AOB

12. T&S reconciliation – it was agreed to maintain a collective T&S arrangement for the attendance of key meetings.

Action 15.10: DMP to check current reconciliation in time for next meeting.

13. EMBRC-UK metadata and biobank database – this matter had surfaced in the INFRADEV proposal and would be addressed in one of the Work Packages.

14. Monetary / non-monetary benefits of EMBRC membership – the table was reviewed. It was currently up to date.

15. Launch – there was a short discussion about Comms related to the imminent launch. It was agreed that raising the profile of EMBRC within the UK could best be achieved at targeted events e.g. Challenger Society conference, MASTS Annual Science Meeting, European Aquaculture Society conference. It was agreed to access EMBRC PR outreach materials and seek opportunities to promote EMBRC.

Action 15.11: Comms group to review EMBRC UK web site.

Action 15.12: MC to review existing Marine Scotland Topic Sheet.

16. INFRADEV proposal – the initiative was discussed following Melody's attendance at the Paris meeting. Up to 5M would be available over 3 years. There were 4 Work Packages and the details would be developed at the Piran meeting. It was agreed to identify UK writers to cover WP 1 and 4.

Action 15.13: email DMP with names of potential contributors.

17. Date of Next Meeting

Action 15.14: M Cox to organise date for tele conference ahead of 2nd General Assembly meeting and a date for a full day face-to-face in September.

Martyn Cox
Marine Scotland
April 2018

EMBRC Web page <https://embrc.uk/>