

RESEARCH INFORMATION & IT SERVICES GOVERNANCE GROUP

MINUTES

Date: Wednesday 18th April 2012
Time: 2.00pm – 3.30pm
Venue: 2 Taviton St, Ground Floor Meeting Room

Chair: David Price (**DP**)

Present (18): Paul Ayris (**PA**), David Balding (**DB**), John Brodholt (**JB**),
Jon Butterworth (**JBu**), Richard Catlow (**RC**), Andrew Clark (**AC**), Peter Coveney (**PC**),
Simon Farrell (**SF**), Clare Gryce (**CG**), Graham Hunt (**GH**), Alan Johnston (**AJ**),
David Mcalpine (**DM**), Gavin Mclachlan (**GM**), Jacky Pallas (**JP**), Clare Warwick (**CW**),
Max Wilkinson (**MW**), Marek Zeibart (**MZ**)

Deputies: None

Secretary: Rabina Choudhry

Apologies: Dipak Kalra (**DK**), Angelos Michaelides (**AM**),

Matters Discussed

1.1 Welcome and apologies

1.1.1 The Chair welcomed colleagues to the meeting.

1.1.2 Apologies were noted.

1.2 **Approval of Minutes**

1.2.1 Minutes of the last meeting were approved by the Board.

1.3 **New Members**

1.3.1 GM informed everyone that Professor David Balding; Institute of Genetics and Professor David Mcalpine of The Ear Institute had accepted invitations to become members of the RSIIG.

1.4 Datacentre strategy (GM)

1.4.1 GM explained that currently UCL datacentres were incongruent and located across the following locations:

- Wolfson House
- KLB
- Torrington Place
- UCL departments and local datacentres

The long term strategy for UCL is to have two large datacentres:

- 1) Single consolidated UCL Bloombury datacentre (owned by UCL and open to all UCL departments).
- 2) Single scalable, shared JANET datacentre located offsite.

MK suggested locating the UCL Bloomsbury datacentre to the recently acquisitioned area of Stratford, East London.

1.5 The Research Network map (GM)

1.5.1 GM presented the UCL Backbone network planned for Q1/Q2 2012 and explained that this plan would extend research equipment in Bloomsbury and allow easy implementation and upgrade. It was asked if this plan would alleviate access problems to HPC for MSSL (Mullard Space Science Laboratory) located in Surrey. GM explained that there was no resilient line to remote locations to connect to HPC Bloomsbury for real time modelling. JBu stated that Physics and Astronomy had no difficulties performing this function.

Action GM: To liaise with Prof Alan Smith, Department of Space and Climate Physics to discuss HPC access problems for MSSL.

1.5.2 JP enquired as to whether this plan would allow links to UCL hospitals and trusts. It was exemplified that the Kings Fund “Gold Standards Framework” which is a tool for identifying, documenting and sharing patients’ care needs and preferences. This Framework would link UCL with hospitals and Trusts however currently there were problems with information security.

1.6 Strawman bids for the FY 2012/13 (GM)

1.6.1 GM presented and explained the current 3 step bid process, as follows:

- Step 1: Working Groups to discuss ideas, suggest projects, provide guidance on priorities and aid in bid preparation.
- Step 2: RSIIIG to prioritise proposed bids, propose Research IT portfolio of projects and budget, and set timescales.
- Step 3: ISC (Chair: Sir Rex Knight, Members: Senior Vice Provosts, Mike Cope and Head Architects) to consolidate Research, Teaching, Admin and Infrastructure portfolios into one portfolio, decide an overall IT portfolio and propose overall budget to Finance, SMT and council.

1.6.2 GMc presented information for capital spends for 2012/13 financial year for the Research IT areas as well as current Strawman programme proposals for:

- Research Management Applications.
- Researcher Applications.
- Research Data and Research Networking.
- Research Computing Platforms and Scientific Software.

1.7 Report from WG#1 Research Computing (CG)

1.7.1 CG highlighted that there was a £3.2 million annual requirement for research computing in specific areas of the Faculty of Life Sciences. JBu requested information for a business case i.e. £1.3million, CG suggested a partial return income of £10million. JBu also requested that monies be displayed that would have been spent on UCL Departmental PCs, and will now be spent on ISD service equipment.

Action GM: To present transparency of costs.

1.8 Report from WG#2 Research Data (MW)

1.8.1 MW surmised the key points of the working group:

- To draft ITT and engage all shortlisted vendors.
- Procurement of hardware and development of service wrap.
- Evaluate tender and decided whether to proceed or not.
- Draft and review Research Data policy and road map (to be directed by the EPSRC guidelines)

1.8.2 A requirement of the UK Research Council is for large scale research data and research networking be made available for sharing and public exposure. DP suggested that MW liaise with the following UCL Departments:

- Institute of Genetics
- UCL Computational Biology

Action MW

1.9 Report from WG#3 Research Management Systems (GH)

1.9.1 GH informed all that the working group had endorsed a strategy to evaluate available commercial modular Research Information Management System (RIM) which would deliver:

- Requirement analysis
- Product evaluation
- Recommendations for a detailed systems implementation

GMc emphasised that the REF system would need to continue until the RIM system was implemented across UCL.

1.10 Report from WG#4 Research Applications (GH)

1.10.1 GH presented the following areas for investment:

- Researcher Efficiency: Better training and information for researchers, including researcher equipment register.
- IRIS/RPS/UCL Discovery triumvirate
- Social Networking
- eLabnotebooks

It was suggested that funding for the researcher equipment register could emanate from the UK Research Council.

Action: GH to investigate funding suggestion.

1.11 E-infrastructure South – tactical plan and update (CG)

1.11.1 CG presented tactical plan and updates for the E-infrastructure South Consortium, an EPSRC capital grant award of £2.8m for the establishment of:

- General purpose cluster (based in Southampton) of 4,000 cores increasing to 12,000 in 2013.
- GPGPU system at RAL (Rutherford Appleton Laboratory)

£701k recurrent budget is for one year and the Consortium needs to make a business case for further funding.

1.11.2 CG required guidance on the following recommendations:

- Members of Academic Steering Group be nominated by Deans
- The selection of Pilot Users be delegated to Deans
- The allocation of 'UCL' share between users/projects be 'fairshare' in the first instance
- Oversight of UCL usage and allocation policy be delegated to WG1

AGREED IN PRINCIPLE

1.12 EPSRC data and policy plan (ACK)

1.12.1 ACK explained the EPSRC data and policy plan. The EPSRC require by 1st May 2012 from UCL, a strategic roadmap of information and data sharing policies for implementation in 2015. PC and MW were undertaking this request and were approaching UCL departments and were currently aligning UCL and RCUK requirements to build a strategic roadmap. JP suggested incorporating the WACOM policies and strategies.

1.12.2 MZ enquired as to how the EPSRC strategy compared with Central Governments investment for HPC regional consortia. PC explained the EPSRC strategy, eco-systems and shared HPCs. DP suggested that a case be made to College for extra funding of more than £3.2 million for HPCs.

AGREED IN PRINCIPLE

1.13 AOB

1.13.1 It was agreed that papers for this Governance group be circulated to members one week in advance of meeting. **AGREED**

Action: RC

2. Action Points

No	Date	Minute	Owner	Action	Status	Notes
1	16.11	1.3.1		Review Membership	OPEN	
2	24.1	1.4.1	GM	Provide details of Working Group leads and contact details, for comments from Group members.		
3	24.1	1.4.4	G.H	WG3 - Seek replacement for Andrew Clarke		
4	24.1	1.5.5	G.M	E-infrastructure South Consortium – Report on subsequent maintenance cost.		
5	24.1	1.5.6	All	Discuss HPC strategy for 2012/2013		
6	24.1	1.6.1	C.G	Research Computing User survey – Write report & distribute		
7	24.1	1.7.2	M.W	Research Data Update – Investigate E-Health engagement & shared research data system		
8	24.1	1.8.2	G.H	Research Accelerator – Liaise with Kate Oliver Engineering Faculty re promotion strategy		
9	24.1	1.5.7	GM	Research Network – Gavin McLachlan to deliver a report on the current and future planning Research Network and Research Network Strategy.		
10	24.1	1.5.7	GM	Datacentre – Gavin McLachlan to provide an update on the UCL ISD datacentre strategy for Research IT for review by the RIISG.		
11	24.1	1.5.7	CG	Long term RC Strategy and roadmap – Clare Gryce to provide and updated and long term Research Computing strategy and roadmap for consideration.		Completed
12	18.4	1.5.1	GM	The Research Network map – Gavin McLachlan to liaise with Prof Alan Smith, Department of Space and Climate Physics to discuss HPC access problems for MSSSL.		
13	18.4	1.7.1	GM	Report from WG#1 Research Computing - Gavin McLachlan to present transparency of costs.		
14	18.4	1.8.1	MW	Report from WG#2 Research Data Max Wilkinson to liaise with: <ul style="list-style-type: none"> • Institute of Genetics • UCL Computational Biology 		
15	18.4	1.10.1	GM	Report from WG#4 Research Applications - Gavin McLachlan to investigate funding from UK RC for equipment register		

3. Next Meeting

3.1. 12th June 2012, 9.00am to 10.30pm, 2 Taviton St, Ground Floor Meeting Room