

Blizard Executive Board (BEB)

Monday 15 May at 10am, Large Cloud

MINUTES

Present:

Mary Collins (MC)	Inderjeet Dokal (ID)	Kristin Braun (KB)
Natalie McCloskey (NM)	Adina Michael-Titus (AMT)	Nawaz Ahmed (NA)
Rachael Parker (RP)	Dan Pennington (DP)	Will Alazawi (WA)
Claire Cox (CC)		Carlos De Oliveira (CDO)
Tania Maffucci (TM)		

In attendance:

Part 1: Preliminary items	
1. Apologies for absence: David Kellsell (DK)	
2. Minutes from last BEB meeting held on 17 April: approved	
3. Matters arising: none	
Part 2: Agenda items	
4. Blizard Summer Symposium on 4 July <ul style="list-style-type: none"> • The plan for the symposium starting after 1pm includes talks and prizes. Further details on nominations, awards and agenda will be circulated by David Bell. The symposium will be followed by an afternoon tea party to make it a more inclusive event. 	
Part 3: Standing items	
5. Report from Centre Leads: <ul style="list-style-type: none"> ❖ Centre for Cell Biology and Cutaneous Research: nothing to report ❖ Centre for Genomics and Child Health: two good papers from the Centre were submitted ❖ Centre for Immunobiology: nothing to report ❖ Centre for Neuroscience, Surgery and Trauma: nothing to report ❖ Centre of the Cell (CoC): as per report circulated ahead of meeting: <ul style="list-style-type: none"> • STEMPod refurbishment: The commissioning that started 24 April went very well and the Pod recovered from the power shut down on 28 April. Cleaning and redecoration started on 9 May. The microscope interactives require new HD cameras and screens, so 	

the images are currently sub-optimal, but Maeve McLaughlin is helping source the replacements. A photo-shoot took place on 4 May and when images and videos are available, they will be shared with Blizzard Comms. Overall, the project has finished on schedule and on budget and CoC are very grateful to all who have helped along the way. CoC have emailed all those who have contributed to the project and offered them Pod shows, the first starting 26 May. Bookings are opened for schools and families from September and as training is completed for more full time and part-time staff, more slots will be available in July and August. Free shows will be offered for our Science Ambassadors and Blizzard/BCI/WHI etc staff over the summer. BEB members to contact FB for any special groups of people to invite to a show and to let schools and families know they will soon be able to book.

- **Projection Mapping in STEM Pod:** from May – September 2023 CoC will be working with Clay Interactive Ltd on a Projection Mapping installation for the central nucleus of STEMPod. This will be a unique animated component of the show and will be used when the nucleus is closed, probably as ‘wall paper’, as visitors enter and leave. However, it will also have its own ‘moment’ probably before the start of the second session of the games. The Projection Mapping will be premiered in Autumn 2023, and the specialised projectors have been successfully installed.

6. **Report from Director of Education**

- Student admissions data: overall Blizzard is up 30% on offers/accepts and is on course to reach target for 2023 entry. Aesthetics meeting is in calendar to discuss marketing. Trauma Sciences and Paediatric Emergency Medicine conferences are scheduled for next coming weeks and more applicants are expected then. There is a gap between accepts and firm offers and MC asked NA to contact Registry to move to unconditional offers, and also to contact applicants to find out what is holding them up.

7. **SWARM and BEAM**

- Nothing to report.

8. **Report from Director of Research**

- Monthly grant report: overall submissions have increased and currently we are £26.7M up compared with last financial year and £31M on the rolling year compared with the previous year.
- Applications awarded: we are £1.8M down compared with last financial year and £1.4M down on the rolling year compared with the previous year.
- WA asked Centre leads to keep encouraging staff to apply for grants and to use Whiteboard meetings as they are helpful to move in the right direction. DP suggested staff should start preparing grants at least three months before submission and WA suggested a check list with deadlines. MC reported that FMD has reviewed the process of peer review and all ECRs have to go through some kind of peer review for grants <£0.5M, and senior staff if submitting strategic grants >£1M (e.g. interdisciplinary grants). WA noted that peer review and Whiteboard sessions are not the same.
- LabArchives: NM handing training implementation to Dr Sabari Vallath (FMD Research Manager) to be disseminated to Institutes.
- Blizzard Bioinformatics Forum: James Boot has been invited with Chaz Mein to next BRC meeting in June to discuss their wish list.

- NIHR Research Professorship and Global Research Professorship call 2023/24: WA asked Centre leads to see if any Clinical Academics would be able to apply.
- Marie Curie deadline for submissions is September 2023 and has already been advertised to staff. Applicants are postdocs from overseas and even those that are in the Blizzard for less than a year can apply.

9. **Barts Charity bids**

- Nothing to report.

10. **Report from Principal Laboratory Manager**

- Estates and Facilities significant infrastructure work (electrical shutdown) scheduled for last weekend in April has been completed successfully.
- Glass along Blizzard Mews is currently being replaced. After recent rain the inside corridors appear to be dry. Once works finished, the panels will be flooded with water to determine sealability. Works will then start making good on the inside of the corridors.
- Tissue Culture project: the tender process will start in the next two weeks and it is hoping that two rooms at a time will be completed, aiming to end before March 2024.
- Interviews for washroom post are taking place soon.

11. **Report from EDI representative**

- TM was invited to the Wolfson Institute to present the Blizzard anti-bullying and harassment initiatives.
- The Blizzard anti-bullying and harassment leaflet and poster are being used as a template in other FMD institutes.
- These initiatives (material, suggestion boxes, surveys) have been added to the past action plan in the Athena SWAN application for gold.
- TM is collecting feedback from Blizzard regarding mental health/wellbeing concerns to send to MC and to Nigel Oseland ahead of the NWOW planning group meeting on 18 May.

12. **Institute monthly finance report**

- Report looks good as £0.9M over target year to date.
- Lab equipment: looking to approval from FMD for spending on smaller <£75K pieces of equipment for purchase by year end.

13. **Blizzard Environment**

- Blinds: scaffolding will be in place for a month to change all blinds fitting. Health and Safety have confirmed that it is safe to work in the area in the meantime.
- New Ways of Working (NWOW) meeting is taking place straight after BEB. MC met with Change manager on 11 May. desks will be allocated on a 6:10 ratio and the next step is to identify “villages” for each Centre. Centre leads were asked by MC to work together on this, and to consider how to assign offices. It has now been agreed that the overlockers will stay for the 6 month pilot period. The plan is to get a booking system in placed as soon as possible.

14. **Risk register – reviewed quarterly (Jan, March, Jun, Sep, Dec)**

- No comments received from any members regarding March review.

Part 4: Documents for information only (any points for discussion will be on the agenda)

15. **Blizzard Honorary/Visiting applications**

- Honorary applications below were submitted for approval to BEC in April and BRC in May.
- Applications pending further information will be approved by chair’s action.

Standing action: MCB to add MC's signature and to send to HR for letter of appointment to be issued.

<i>Surname, Initial</i>	<i>Role</i>	<i>Centre</i>	<i>Approved/Pending</i>	<i>Outcome after BEB</i>
Di Mascio,L	Clinical Senior Lecturer	NST	approved	
Eaton,SJ	Senior Lecturer	NST	approved	
Henning,J	Clinical Senior Lecturer	NST	approved	
Lifshitz,S	Senior Lecturer	NST	approved	
Martin,N	Clinical Senior Lecturer	NST	approved	
Schwartz,D	Senior Lecturer	NST	approved	
Chen,F	Clinical Senior Lecturer	G&CH	approved	
Piper,JD	Research Fellow	G&CH	approved	
Shelley,J	Visiting Research Fellow	CB&CR	approved	
Vig,N	Lecturer	CB&CR	approved	
Gines Mir,I	Research Assistant	IB	approved	

Part 5: Other business

24. **Any other business:** none

- WA thanked NM for the initiative of clearing of books in the Blizzard which will be sent to Mile End recycling point and many will be shipped to schools in need around the world.

Date of next BEB meeting: **Monday 19 June at 10am, Large Cloud**

Outstanding action list

Meeting date	Minute Reference	Action	Person Responsible	Deadline	Outcome
15/05/23	Item 15	add MC's signature and to send to HR for letter of appointment to be issued	MCB		complete