

MINUTES OF MEETING

Title/Subject: Diamond User Committee Meeting #18

Venue:

Diamond House, G53/4

Chairman:

Nick Brooks

Time/Date:

Tuesday 13th March 2018

Secretary:

Kathryn Poulter

PARTICIPANTS

DUC members

Nick Brooks (Chair)
Arnaud Basle
Gareth Law
Ed Lowe
Amber Thompson
Neil Telling
Colin Pulham

Institution

Imperial College, London
University of Newcastle
University of Manchester
University of Oxford
University of Oxford
University of Keele
University of Edinburgh

Diamond Light Source representatives

Jacob Filik
Paul Barrett
Laurent Chapon
Katie Cunnea
Sarnjeet Dhesi
Sofia Diaz Moreno
Dave Hall
Mark Heron
Carina Lobley
Sarah McBean
Chris Nicklin
Paul Quinn
Kathryn Poulter
Keith Ralphs
Rob Rambo
Dave Stuart
Martin Walsh
Jorg Zegenhagen
Heribert Wilhelm
Peijun Zhang

Senior Software Engineer (Deputising for Alun Ashton)
Commercial Manager
Physical Sciences Director
eBIC Co-ordinator
Science Group Leader - Magnetism
Science Group Leader - Spectroscopy
Science Group Leader - MX
Group Leader - Controls
User Office Manager
PA to Science Directors
Science Group Leader - Surfaces
Science Group Leader - Imaging
Operations Programme Manager
Acting Group Leader - GDA
Science Group Leader – Soft Condensed Matter
Life Sciences Director
Life Sciences co-ordinator
Physical Sciences co-ordinator
Science Group Leader - Crystallography
Director, eBIC

Apologies:

Yvonne Grunder
 Tim Knowles
 Andrew Thomas
 Laura Spagnolo
 Alun Ashton
 Andy Dent
 Andy Richards

University of Liverpool
 University of Birmingham
 University of Manchester
 University of Glasgow
 Group Leader – Data Analysis Software
 Physical Sciences Coordinator
 Group Leader – Scientific Computing

1. INTRODUCTIONS AND OPENING REMARKS

Nick Brooks welcomed everyone to the meeting.

Apologies were received from Tim Knowles, Yvonne Grunder, Laura Spagnolo, Andrew Thomas, Andy Dent, Andy Richards and Alun Ashton.

2. MINUTES AND ACTIONS

The Minutes of the DUC meeting held on 22nd Sept 2017 were approved.

No.	Action	Actionee	Status
14.2	Carina to draft a proposal regarding the procedure for changes to visits, and circulate to DUC for comment.	Carina Lobley	Complete - Document has been circulated with timescales. Iteration to cover the ERAs for the ERA will be needed.
17.1	Steering committee to ask for the KPIs for Baxter Storey from STFC, so that progress can be demonstrated.	Carina Lobley/ Paul Barrett	Ongoing. Baxter Storey have not been forthcoming with their KPIs. The personnel within STFC who manage the contract have changed again, which may well be a contributing factor.
17.2	Carina to review the statistics that are presented at the DUC and refresh.	Carina Lobley	Complete. Provided in the User office presentation.
17.3	Review the proposal submission deadlines so that it is not a Sunday. Carina will draft a proposal for internal review.	Carina Lobley	Complete. The call will close at 5pm on the first Weds in April and in Oct.
17.4	Aiveen to circulate the next draft of the "Governance Leaflet".	Aiveen Finn	Complete

17.5	To coordinate drafting a template and content for a quarterly DUC communication.	Nick Brooks	A template has been drafted with the Comms team, and we now need content. The first communication will be based on the outputs from this meeting.
17.6	Discuss how the DUC can interface with the new Science villages and away days.	Laurent Chapon / Nick Brooks	Complete. Agenda item later in the meeting.
17.7	To review block booking of rooms at Ridgeway House, when participants on an expt have not completed their safety test.	Carina Lobley/ Nick Brooks	We are looking at tools to help the User Office book rooms more efficiently. We are also negotiating with the Science shuttle to include a pick up from the Milton Premier Inn on its route.
17.8	To review internally the statistics that could be supplied as feedback from PRP to users.	Laurent Chapon /Dave Stuart	This has been reviewed and agreed not to give scores, as these can be less meaningful. We will encourage the PRP Chairs to in particular ensure that constructive feedback is given for borderline applications. The Directors will make this clear to the Chairs for the next PRP.
17.9	To consider opportunities for engagement with Industry via joint DUC/Industry conferences.	Laurent Chapon	As for 17.6
17.10	To draft guidelines on what to expect from your microscope.	Peijun Zhang	Website has been updated, and we are also contacting users before sessions. Feedback on the website is always welcome.
17.11	To organise an election for two new members.	Kathryn Poulter	On hold pending discussion later in the meeting.
17.12	To confirm meeting dates for 2018	Kathryn Poulter	13 th March 25 th Sept

3. HEALTH & SAFETY

Colin Pulham raised the issue of whether near misses are logged and reported. The barrier at the main site entrance is currently non-operational. Amber Thompson encountered a lorry blocking the gate and a non experienced user of the site may not have been clear on the access

routes. Paul Barrett will follow up with STFC when the barrier will be operational, and report this incident to H&S. The Diamond H&S manager reports incidents to STFC H&S.

Action: Paul Barrett

Near misses on the Diamond site should be reported via your local contact or EHCs. Near misses on the wider site should still be reported for example via the User Office. Amber suggested this could also be reported via the end of expt form.

Colin also raised the dangers of driving whilst tired, and asked how this is highlighted to users? Carina confirmed that there is a new user code being issued imminently which highlights this.

There had been a case of food poisoning recently highlighted in the User feedback. Paul confirmed that this had already been reported to H&S and to RAL Catering.

Overall people are impressed with the H&S management for the labs and beamlines.

4. SCIENCE DIVISION REORGANISATION

Laurent Chapon gave a presentation to the DUC on the recent reorganisation of the Science division into 8 Science Groups. One of their key priorities this year will be to define the Science case for Diamond II.

5. PROPOSAL FOR DUC GOING FORWARD

Following on from this reorganisation, we need to align the DUC representatives with these new Science Groups, and elect new members.

Science Group	Science Group Leader		
MX	Dave Hall	Ed Lowe*	Arnaud Basle
SCM	Rob Rambo	Nick Brooks	Tim Knowles
Spectroscopy	Sofia Diaz-Moreno	Gareth Law*	
Biological Cryo-Imaging	Martin Walsh	Laura Spagnolo	
Magnetic Materials	Sarnjeet Dhesi		
Structures & Surfaces	Chris Nicklin	Yvonne Grunder*	Andrew Thomas
Imaging & Microscopy	Paul Quinn	Neil Telling	
Crystallography	Heribert Wilhelm	Amber Thompson*	Colin Pulham*

* Due to leave after September meeting.

- Elect new reps for Spectroscopy, EM, Magnetic Materials x2 and Imaging & Microscopy. (5)
- Extend Colin Pulham, Gareth Law by 1 year.
- Elect reps to take over from Ed Lowe, Yvonne Grunder, and Amber Thompson who are due to leave after DUC #19. (3)

Action: Kathryn Poulter

The proposal is to introduce a new Science group specific meeting once/year organized by the two DUC representatives with the Science Group Leader. These could be attached to other existing conferences e.g. MX CCP4 study weekend. Industry should also be integrated into these Science group workshops for the future.

The programme should include Science talks (this should be organized by the DUC representatives as for a conference).

The two DUC representatives will then take the lead to report back to the central DUC meeting which will still be held twice a year. Four Science groups will report to each meeting and the rest of the meeting will be for discussion about general issues

6. EXPERIENCE OF THE MX/CCP4 STUDY WEEKEND

Dave Hall gave a presentation to outline the MX user meeting that is attached to the start of the CCP4 Study weekend. This is held in early January, and the 2 day meeting has a different theme each year. The Diamond user meeting part is a half day open meeting, and we are able to use the STFC registration system. We generally have 100-120 attendees, and in particular it provides an excellent networking opportunity.

7. FEEDBACK

There was some discussion regarding the above proposal, and the following points were agreed:-

- For eBIC, we are intending to engage with the CCPEM Spring meeting in 2019.
- For Crystallography, a parallel session at the annual BCA meeting might be possible. Propose we approach the chair of the planning committee for the next meeting in 2019.
- Surfaces have a suitable annual meeting that is held in Aug. The agenda for 2018 is already organised, so we would need to bring up for discussion in 2019.

It was agreed that it is likely to take a planning cycle to get a Diamond User meeting integrated with some of these larger workshops.

Consequently, for 2018, the intention would be to have a focused series of workshops on Diamond II. This would be a good launch pad to get people involved in these Science group meetings moving forward.

- Given the SAC is in November, these workshops need to be held in Sept.
- Organising all eight at the same time will be difficult.
- Diamond to suggest a programme with some overlap of workshops where most appropriate.
- DUC #19 should be delayed slightly to follow these Diamond II workshops.

Action: Laurent Chapon/Dave Stuart

Action: Kathryn Poulter

We need to make sure we do not clash with other major Conferences in Sept, and it would help if all DUC members could list what they know is happening. **Action: All.**

DUC agreed we should keep two main meetings a year. All DUC members agreed to help facilitate these Science Group meetings.

8. PHYSICAL SCIENCES UPDATE

Laurent Chapon gave an update to the DUC on progress within Physical Sciences. Nick asked for all the presentations to be circulated. **Action: Kathryn Poulter**

9. LIFE SCIENCES UPDATE

Dave Stuart gave an update to the DUC on progress within the Life Sciences.

In line with other European synchrotrons and the EU Pan-Data project of which Diamond was part, Diamond is considering changing its data policy to enable open access to experimental data after 3 years. Nick asked if there would be an opportunity to release data earlier than 3 years? Dave Stuart confirmed that no, at present Diamond would not commit to that.

Dave also confirmed that Users could ask for an extension to the 3 years before the raw data is made open access.

10. USER OFFICE UPDATE

Carina Lobley gave an update to the DUC on progress within the User Office, Ridgway House and catering provision.

There was significant discussion around the difficulties getting taxis both late at night or at 9am, when users were staying off site. Carina agreed to investigate and cost options for feedback at the next meeting. **Action: Carina Lobley.**

Nick asked for information on projects which co-use beamlines and what the uptake of this was. The new Science groups will help with these opportunities, and we are seeing more of this in the SCM village, where we have extended the mail-in service to B23.

At the last call an update to UAS meant that where more than one instrument can be used to address the same science case this can be managed through one proposal. The proposal will be technically assessed by all involved PBS's and will be peer reviewed in each involved peer review panel. The reviewers involved are informed and asked to talk together so that a sensible decision is made – although instrument time is awarded independently, if one experiment depends on the other then this needs to be considered.

Uptake is high for MX users who would also like access to B21, since this was previously facilitated – 32 proposals involved MX, I23, I24 or B21 in combination. Outside this group, 8 multi instrument proposals were received in AP23.

Key to using this option is that the user really considers their science case – it remains limited to 2 A4 pages. It is often better to write a science case directed at one experiment on one instrument than trying to present a strong science case for multiple experiments on multiple instruments.

11. USER NEWSLETTER

The first newsletter will be used to feedback the major messages from this meeting. A one page document with links would be ideal, ensuring there is no repetition with the existing Diamond communications. This will be discussed in the breakout session.

12. FEEDBACK SESSION WITH SCIENCE GROUP LEADERS

MX – The representatives discussed the issue of taxi's & bookings, which has already been covered. One user raised an issue when images were not recording correctly during data collection. This problem has already been solved. In general, the users are happy with the service and commented on very good IT support.

Materials - There were some very positive responses, and a user highlighted an excellent experience on I13. Comments were mostly complimentary about the food and restaurant. One user requested a sandwich vending machine for out of hours. Paul Barrett is enquiring about an alternative vending machine for ready meals that have a 6 month shelf life.

Crystallography - One MX user on I19 was concerned that the beam is not uniform. We are continuing to apply the experience from MX to I19, and Heribert will review as Crystallography Science Group Leader.

Regarding Science group meetings for 2019, all DUC reps need to contact the relevant meeting organisers and report back to the next DUC with a plan for their Science group.

Action: all DUC reps/SGLs

Surfaces & Interfaces - No feedback. There is a general UK surface science meeting in August that Chris will try and integrate a Diamond user meeting with.

Spectroscopy - representatives reported universally good feedback for Diamond staff and the User Office. Data quality is excellent and downtime is virtually non-existent. There were two separate instances of food poisoning, and additionally someone found meat in a vegetarian dish, which has been fed back to catering. There have been a few comments about the daily spending limit. Carina replied that the User office keeps an eye on any price rises, and additionally if people are running out of money routinely.

It was noticed that the performance of the vending machines has improved, however weekend and evening meals are still lacking at times

It was requested, that in bad weather it would be a good idea to send any site wide emails on site conditions to users as well. It was agreed that these could be posted on the app which details the machine status, as the most direct way of communicating with everyone onsite.

There isn't a national meeting for spectroscopy, but it was discussed whether a combined workshop could be organised with another Science Group.

Soft Condensed Matter – Overall the feedback received was very positive. In particular the developments made in DAWN and the training given on I22 was highlighted.

The team would push forward with a standalone soft matter meeting for 2019 or even before.

eBIC – Overall the feedback was again extremely positive.

14. AOB

Newsletter – Any ideas for the User newsletter should be sent to Nick. One suggestion that was raised was on the use of 3D printing.

Action: All DUC reps.

Annex A: New Actions

Number	Action	Actionee	Target Completion Date / Status
17.1	Steering committee to ask for the KPIs for Baxter Storey from STFC, so that progress can be demonstrated.	Carina Lobley/Paul Barrett	Sept-18
17.5	To coordinate drafting a template and content for a quarterly DUC communication.	Nick Brooks	May-18
17.11	To organise an election for new DUC representatives.	Kathryn Poulter	Jul-18
17.12	To delay the Sept meeting to allow for Diamond II workshops.	Kathryn Poulter	April-18
18.1	To clarify when the main site entrance barrier will be operational.	Paul Barrett	April-18
18.2	To suggest a programme of Science Workshops with a theme of Diamond II to be held in Sept-18.	Laurent Chapon/Dave Stuart	April-18
18.3	To send any information on other major conferences already scheduled in Sept to Kathryn Poulter, to ensure no clashes.	All DUC reps	April-18
18.4	To circulate all the presentations from the meeting.	Kathryn Poulter	Mar-18
18.5	To investigate and cost options for provision of taxis, particularly late at night or in the rush hour.	Carina Lobley	Sept-18
18.6	Develop a plan for Science group workshops for 2019, where possible aligned with existing conferences.	All DUC reps/SGLs	Sept-18
18.7	To send any ideas for the DUC user newsletter to Nick Brooks	All DUC reps	Apr-18