

Minutes of the CALICE WP Managers' meeting

7 July 2008

Present: MGG (chair), DB, PD, DW, NW, MW.

Apologies:

Minutes

The minutes of the meeting of 12 May 2008 were agreed.

Matters arising

None not on agenda.

The funding crisis

Further funding, in particular to support WP1, has now been agreed. The impact on rolling grant funding is still not clear but the most recent email from Janet Seed indicates that some amount will be withdrawn after discussions with PIs.

Staffing

Fabrizio and Tao will continue on CALICE at about 50% until end March 2009. Other STFC project funded PDRAs have now left.

Financial issues

According to the latest FRS report about £6.5k of the £49k travel budget and about £19k of the £85k equipment and consumables budget have been spent.

The cost of the second MAPS fabrication run will be about £70k of which £45k will be paid for by CALICE and the rest by RAL for additional features. This will take WP3 over budget by about £7k but we anticipate the travel budget will be underspent.

Gantt charts

It was confirmed that we should not attempt to make a further radical revision of the Gantt charts but will use the current versions until the end of the project noting which tasks are being terminated. Updated versions will be produced by 21 July. Nigel will decide whether or not the WP5 chart will be included in future reports to the OsC.

Risk register

Mike will update the risk register and circulate for comment.

Next OsC meeting

The next meeting is scheduled for 19 September. First drafts of reports for each workpackage will be sent to Paul by 28 July.

Next meetings

The next meeting was confirmed as Monday 1 September 2008 at 10:30 by phone. The following meeting should be around 3 November.

M G Green
12 May 2008