



Marine Management Organisation

Board Meeting Minutes: 25 September 2015

Held at: Novotel, Ipswich , Grey Friars Road, IP1 1UP

Board

Sir Bill Callaghan (BC) – Chair
Rob James (RJ) – Board member
Derek Langslow (DL) – Board member
Jeremy Loyd (JL) – Board member
Nigel Reader (NR) – Board member
Jane Ryder (JR) – Board member
Jayne Scott (JS) – Board member
Robin Teverson (RT) – Board member
Andrew Wells (AW) – Board member

In Attendance

John Tuckett (JT) – Chief Executive Officer
Steve Brooker (SB) – Director of Marine Development
Phil Haslam (PH) – Acting Director of Operations
Craig McGarvey (CM) – Head of Corporate Strategy and Performance
Michelle Willis (MW) – Chief Finance Officer and Director of Corporate Services
Dickon Howell (DH) – Acting Chief Scientific Advisor
Gary Saunders (GS) – Acting Head of HR
Claire Scutt (CS) – PA to Chair and CEO, Secretariat
Jane Donaldson (JD) – PA to Directors, Secretariat

1. Welcome and introductory remarks: Sir Bill Callaghan

1.1 The Chair, Sir Bill Callaghan (BC), opened the Board meeting and welcomed all attendees, including Phil Haslam (PH) attending his first Board meeting as the MMO's Acting Head of Operations and Jane Donaldson, PA to Directors, attending for personal development.

2. Declaration of Interests

2.1 The standing declaration from Nigel Reader (NR), regarding his interests in Natural England (NE), Natural Resources Wales (NRW) and the Joint Nature Conservation Committee (JNCC) was noted. NR also updated the meeting that in his role as NE ARAC Chair he had been asked to stand over the risks and issues arising out of Defra Transformation and he would feed in to discussions on these matters where appropriate. No other interests were declared.

3. Minutes of the 7 July 2015 Board meeting and actions update

3.1 BC invited attendees to raise any points of accuracy in respect of the 7 July 2015 meeting minutes.

3.2 NR raised that since the meeting clarification had been sought on the Annual Accounts and a sentence at item 7.1 stating “*including the creation of a provision for pensions*” should be deleted. Subject to this amendment the minutes were confirmed as an accurate record of discussions.

3.3 BC invited comment on the actions update. John Tuckett (JT) noted action 36/02, where he had been asked to consider a corporate manslaughter training refresher for the Board. JT advised that he had taken this matter up with the MMO Head of Legal who had advised further training was not necessary. BC confirmed that the Board continued to exercise due diligence in Health and Safety matters.

4. Remuneration Committee:

a) 7 July 2015 meeting update, including draft Minutes

4.1 The Board noted the update and the draft minutes of the 7 July 2015 meeting.

b) 24 September 2015 meeting update (oral update):

4.2 Jayne Scott (JS) updated the Board on the previous day’s meeting advising that the Remuneration Committee had approved the 2015/16 Pay Remit and signed off the Performance Appraisal process for 2014/15, noting the three categories of ‘Excellent’, ‘Good’ and ‘Must Improve’.

4.3 JS gave details of discussions which had taken place regarding a new Recognition and Reward Scheme as well as a new Staff Forum which will work collaboratively with the MMO management team to address area of concerns arising from the MMO Staff Survey.

4.4 JS provided the Board with an update on the Remuneration Committee Review of Effectiveness advising that it had been a positive meeting which had concluded that the Committee would step back from operational areas and would support Change Management processes going forward. In addition, a programme of Workshops as well as formal meetings would be scheduled throughout 2016.

4.5 JS formally thanked Jeremy Loyd (JL) for his input to the Remuneration Committee over the last five years.

4.6 Robin Teverson (RT) asked if the recent announcement from the Chancellor regarding the National Living Wage would have any impact on the MMO. Michelle Willis (MW) confirmed that both staff on the minimum pay grade and agency staff employed by the MMO were rewarded at an appropriate level so this was not an issue.

5. Marine Planning

5.1 Steve Brooker (SB) presented a paper to provide the Board with an update on implementation of the East Marine Plans, progress with the South Marine Plans and the current position on preparing for all remaining plans

Implementation of the East Marine Plans

5.2 SB took the opportunity to highlight how the marine plans had been used since their adoption in April 2014 and provided examples of where the plans had been used by local planning authorities, Inshore Fisheries and Conservation Authorities (IFCAs) and stakeholders.

Robin Teverson (RT) added that he had received positive comments from Suffolk County Council on the plans and had found it useful to have been able to respond with details of the Marine Information System (MIS) following the demonstration to the Board the previous day.

5.3 JS enquired as to when a formal evaluation would be carried out on the benefits of the East Marine Plans. SB advised that cycle for reporting was 3 years from adoption of the plans and therefore a report to the Secretary of State would be drafted in April 2017.

Marine Information System (MIS)

5.4 NR commented on the excellent presentation which the Board had received on the MIS system and asked if the team had considered intellectual property rights in relation to the MIS? SB said he would explore this point further and advised that a link to the MIS would be circulated in a future Board update.

5.5 The Board agreed that MIS was a very useful tool and advised that careful consideration should be given to how to market it correctly to gain the best use of the system. SB confirmed that a communications plan was under development and there were plans to submit a briefing and link on the MIS to both the Secretary of State and the Minister.

Action 37/01: SB to look into intellectual property rights in relation to the MIS Secretariat to send a link to the MIS system to Board members

South Plans

5.5 SB explained that a first working draft of the South Plans had been sent to out for informal consultation in the summer and reported that responses had been received from 33 organisations, including six Government departments, with 1400 individual comments. SB advised that there was wide support for the development of the plans and a monitoring plan had been developed to run alongside the draft marine plan.

Preparing all Remaining Plans

5.6 SB outlined the MMO approach for the delivery of the remaining marine plans which was to continue to develop them in parallel. SB advised the Board that there was a strong drive from Defra for a National Marine Plan which the MMO and Defra were currently discussing.

5.7 JT advised that the Minister had not yet had an opportunity to comment and a submission on costs and value options would be put to him prior to November when he was required to lay a planning update before Parliament. JT stated that he had made it clear to Defra that if the MMO did not agree with the submission that the Board may wish to intervene.

The Board welcomed the update.

6. Response to the Triennial Review

6.1 JT presented the paper inviting the Board to consider and discuss the MMO's draft response to the conclusions and recommendations from the Triennial Review.

6.2 Following discussion the draft response was approved by the Board and BC asked that this response was sent to the Minister.

Action 37/02: MMO Triennial Review response to be sent to Defra for submission to the Minister

7. CEO and Director Report

7.1 JT presented his CEO and Directors report, inviting the Board to note key updates.

7.2 RT expressed concerns regarding the skates and rays fisheries and the reputational damage associated with early closure of the area VI and VII fishery if this became necessary.

7.3 JT advised that Defra were in talks with the State of Guernsey regarding this matter and the MMO was playing its part to aid the negotiations, a fact which had been recognised by industry.

7.4 The Board discussed the update on the Rame Head/HMN NB Devonport dockyard dredge and noted developments.

7.5 The Board noted the current position on the European Maritime and Fisheries Fund (EMFF). JT advised that MMO had offered assistance to Defra to address comments received from the European Commission on the Operational Programme and the Board were keen that this offer of support was reiterated.

7.6 The Board noted the CEO and Directors report, including a Finance Report and performance information papers to July 2015.

8. Board and Committee Forward Look

8.1 The Board discussed the current plan to hold an open Board meeting on 10 November. After consideration it was agreed that postponing the open Board meeting to February 2016, when priorities following Spending Review 2015 would be clearer, would allow for a more meaningful agenda for MMO stakeholders and customers.

8.2 It was also confirmed that the open Board meeting would be advertised on the MMO website, on social media and in the Fishing News publication.

8.3 The Board noted the Forward Look.

Action: 37/03: MMO Secretariat to amend the Forward Look to reflect that the open Board Meeting will take place in February and ensure the meeting is advertised widely to stakeholders

9. Next meeting: Board Meeting 10 November 2015

9.1 BC confirmed the next Board meeting will be held on 10 November 2015 in Newcastle.

10. Any other business and close of Board meeting

10.1 BC invited attendees to signal any items for discussion under any other business. Jane Ryder (JR) gave apologies for the 9 December Board Workshop. There were no further items of business. BC thanked attendees for their participation and closed the meeting.