



# Marine Management Organisation

## Board Meeting Minutes: 10 November 2015

Held at: MMO, Lancaster House, Newcastle upon Tyne, NE4 7YH

### 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  
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.

## 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. No other interests were declared.

## 3. Minutes of the 25 September 2015 Board meeting and actions update

3.1 BC invited attendees to raise any points of accuracy in respect of the 25 September 2015 meeting. The minutes were confirmed as an accurate record of discussions.

### Action List Update

37/01 Steve Brooker (SB) had taken an action to look into intellectual property rights in relation to the Marine Information System (MIS). SB advised that the MMO own the website but not the

system. SB reminded the Board that the Secretary of State had encouraged open data and this represented an opportunity to take MIS to Europe to allow for one coherent dataset.

37/02 Craig McGarvey (CMc) advised that the Triennial Review response had been sent to Defra and they had requested some editing take place. Jeremy Loyd (JL) asked for details on the nature of the editing. CMc advised that this was a request for further detail on IFCA joint working.

#### **4. Audit and Risk Assurance Committee:**

##### **a) 6 October 2015 meeting update and draft minutes**

4.1 BC invited Nigel Reader (NR) to present an update from the 6 October Audit and Risk Assurance Committee (ARAC) meeting.

4.2 NR invited the Board to note the draft Minutes and updated the Board on the ARAC's in depth discussion on Risks and Issues and the key outcomes and recommendations on the post implementation review of the Marine Licensing Impact assessment. NR advised that the ARAC had agreed the Forward Look and priorities for 2016 and that an ARAC Review of Effectiveness would take place on 10 December 2015. In addition, a management only session had taken place following the meeting to discuss the relationship with audit.

4.3 BC thanked NR for the update which was noted.

#### **5. South Inshore and South Offshore Marine plans**

5.1 Steve Brooker (SB) presented a paper to invite the Board to authorise submission of the draft South marine plans to the Secretary of State.

5.2 SB took the Board through the changes from the previous draft, pointing out where some objectives had been merged and where policies had been deleted to allow for a more concise text. SB pointed out that the team had significant confidence in the product they were submitting.

5.3 Rob James (RJ) commented that the submission was timely as it served as a reminder of the essential function which the MMO was delivering across departments.

5.4 JT advised that MMO was pushing ahead, as previously discussed, with four plans in parallel.

5.5 BC noted the update and the Board gave their authorisation for the draft South Marine Plans to be submitted to the Secretary of State. In doing so, BC conveyed his thanks on behalf of the Board to the Marine Planning Team.

#### **6. CEO and Director Report, (including six-month Health and Safety and Wellbeing Report (April to September 2015))**

##### **Health, Safety and Wellbeing Report**

6.1 The Board noted the six month Health, Safety and Wellbeing report. NR sought clarification on progress in relation to audit recommendations. JT confirmed that these were being actioned as appropriate. NR enquired as to the responsibilities of the Board in respect of the new Health and Safety Policy. JT advised that the Board did have specific responsibilities within the Policy.

## Operations Update

6.2 Phil Haslam introduced the Operations Directorate report inviting Board members to raise any items for further discussion.

6.3 PH gave an update on recent issues concerning skates and rays activity within Guernsey territorial waters with catches being deducted from UK quota. PH advised the Board that the MMO had supported meetings between Guernsey and Defra officials and that the Minister had offered to meet with the Guernsey Minister of Commerce. PH pointed out that the quota is entering an over-fish condition which can be supported in the short term but is not a long term solution.

6.4 Robin Teverson (RT) enquired as to whether the 75 samples taken under the u10m vessel landings sample plans represented a large or small number. PH confirmed that initial progress had been exceptionally good, however efforts had been hampered a little by the weather in recent weeks. PH updated that Cefas have sampled 203 landing events across 5 key ports in the southeast in 6 weeks and will shortly be moving on to other areas (southwest and some northern ports) with good engagement with many of the skippers.

6.5 Derek Langslow sought clarification on the update relating to landing obligations and remote electronic monitoring. PH recognised that CCTV on boats was not the ideal but Defra were researching a solution after acknowledging that initial plans were too ambitious. PH informed the Board that this solution involved fitting cameras to four large pelagic vessels in the first instance which would not drive excessive revenue costs and subsequent installation in demersal vessels would likely be in the 2017/18 timeframe.

6.6 PH gave an update on the current recruitment position for the Operations Directorate, confirming fourteen marine officers have been appointed. The roles of the newly appointed staff will cover marine licensing as well as marine implementation officer roles. PH also added there was a very good quality of applications, therefore a strong merit list created from the recruitment exercise.

## Marine Development Update

6.6 Stephen Brooker (SB) introduced the Marine Development Directorate report inviting Board members to raise any items for further discussion.

6.7 Andrew Wells (AW) enquired as to whether the Minister had used his powers to call in decisions under the marine licensing recovery policy. SB confirmed that the Minister had not yet exercised the call in. Jane Ryder asked how the process would work in practice and SB advised that the Minister would take a view after consultation involving novel and contentious cases.

6.8 The Board noted the update on the recruitment of 13 Marine Officers and JT advised that the job description for these roles was now more generic to allow for future changes in duties and location if necessary. NR queried whether the new recruits were affordable in the longer term and JT confirmed that the costs had been budgeted for.

6.9 In relation to the Director update on Rame Head, NR sought clarity regarding the characterisation of a new site for disposal. JT confirmed there was no conflict of interest with regards the MMO carrying out the characterisation for an alternative site and the costs for this work were being split between three parties.

6.10 The Board discussed the new format for Risks and Issues and following questions CMc advised that although some risks remained high the mitigation work was on track which meant that the status was reported as green/on-track. JS expressed a concern as to whether there was over optimism in the reporting and how this would be identified. JT asked for feedback on the

presentation and general reporting format and it was agreed that this would be taken forward for future meetings.

## **7. Board and Committee Forward Look**

7.1 The Board formally noted the Board and Committee Forward Look.

## **8. Next meeting: Board Workshop including Review of Effectiveness – 9 December 2015**

8.1 BC confirmed the next Board meeting would be a Workshop and Review of Effectiveness which will be held on 9 December 2015 in Newcastle followed by an ARAC meeting on the 10 December.

## **9. Any other business and close of Board meeting**

9.1 BC invited attendees to signal any items for discussion under any other business. There were no further items of business. BC thanked attendees for their participation and closed the meeting.