



Marine Management Organisation

Board Meeting Minutes: 26 September 2019

Held in: Newcastle

Board

Hilary Florek (HF) – Chair
Tony Delahunty (TD) – Board member
Bill Dickson (BD) – Board member
Belinda Howell (BH) – Board member
Terence Jagger (TJ) – Board member
Peter Judge (PJ) – Board member
David Lyall (DL) – Board member
William Roberts (WR) – Board member
Rob Wilson (RW) – Board member
Claire Scutt (CS) – Secretariat

In Attendance

Tom McCormack – Chief Executive Officer
Andrew Wareing – Director of Business Development and Transformation
Michelle Willis – Director of Finance EU
Phil Haslam – Director of Operations
Trudi Wakelin – Director of Marine Planning and Licensing
Selina Stead – Chief Scientific Advisor
Susan Wear – Strategic Communications Lead
Paul Gilliland – Head of Marine Planning – item 6 only
Rachel Brown – Marine Planning Programme Manager – item 6 only
Claire Scutt – Board Secretariat

Defra – By Invitation

Sonia Phippard – Defra

Apologies

Terry Robertson – Director of Strategic Development and Planning

Minutes

1. Welcome and introductory remarks: Hilary Florek

1.1 The Chair welcomed attendees to the meeting, particularly welcoming Sonia Phippard and also Tom McCormack to his first meeting since his appointment as CEO. The Chair noted apologies from Terry Robertson.

2. Declaration of Interests

2.1 The Chair invited attendees to declare any new interests noting those previously declared. Rob Wilson (RW) declared a new role as a visiting fellow at Reading University. Bill Dickson (BD) advised that he had been appointed as Chair of the Broads Authority.

3. Minutes of the 3 July meeting and actions update from meetings

3.1 The Chair invited attendees to raise any points of accuracy in respect of the 3 July meeting minutes. None were received and the Minutes were agreed.

4. Matters arising from 10 June and 3 July Audit and Risk Assurance Committee

4.1 William Roberts (WR), ARAC Chair, asked the Board to note the formal Minutes of the 10 June and 3 July Minutes having previously updated the Board on the business discussed.

4.2 HF thanked the ARAC for their work on behalf of the Board.

5. Chair and CEO Update

5.1 The Chair provided an update on Board member reappointments, advising that Tony Delahunty and Terence Jagger had been reappointed to the Board for a further three year term from 1 February 2020 until 31 January 2023.

5.2 The Chair also advised that Ministerial meetings between the Chair and CEO and Ministers' Pow and Eustice would be taking place on 16 October.

5.3 The Chair took the opportunity to pass on her personal thanks, as well as those of the Board, to the MMO leadership team for their support and work over the summer months since the departure of the previous CEO. Particular thanks were passed to Michelle Willis, Director of Finance and EU who had been in the Accounting Officer and interim CEO role since July.

5.4 The Board discussed the intensity of activity involved in EU Exit as well as business as usual functions and were keen to understand more about the support available to staff to protect wellbeing and resilience. Tom McCormack (TMC) outlined the measures MMO had in place and agreed to keep the Board updated via regular communications and conference call as EU Exit matters progressed.

5.5 Terence Jagger (TJ) provided an update on the outputs of the Strategic Working Group (SWG). TJ commented that this work had now completed as planned and had been passed to the new CEO to take forward as he sees fit. TJ added that both he and Peter Judge (PJ) were willing to step in and out as appropriate.

5.6 The Chair thanked the SWG for their work to date and commented that this way of collaborative working across the Board and ELT had been a really useful operating model.

6. Marine Planning presentation: Approach for Board Approval of Marine Plans

6.1 Paul Gilliland (PG) and Rachel Brown (RB) attended to provide the Board with further information regarding the marine plans and to seek Board approval to submit the remaining draft plans for the north-west, north-east, south-west and south-east marine plan areas to Defra to go to public consultation.

6.2 PG and RB presented an overview of marine planning for those Board members who had joined the Board more recently setting out the overarching drivers, the purpose and outcomes, the legislation and process to be followed.

6.3 The Board engaged in discussion, noting the high levels of stakeholder engagement which had taken place as well as some positive outcomes in relation to marine litter and input into regeneration. RW made some suggestions regarding how best to contextualize the plans and accompanying documents to allow maximum engagement from stakeholders.

6.4 Trudi Wakelin (TW) discussed talent capital, pointing out that 2021 was not a finite date in marine planning despite the requirement to complete the full series of English Marine Plans by March 2021; adding that there remained a requirement to monitor and evaluate activity thereafter as well as to report to Parliament every three years.

6.5 TW also took the Board through the legal, technical and both internal and external assurances the MMO had carried out.

6.6 Bill Dickson (BD), as the Board member representative on the Marine Planning Programme Board, was able to provide further detailed assurance; confirming the strategic oversight which had taken place, regular departmental and cross government engagement as well as extensive stakeholder engagement.

6.7 BD also reassured the Board on the robust evidence base underpinning the draft plans and on the governance of the programme.

6.8 The Board expressed their appreciation and thanks to the team and gave their approval to submit the draft plans and supporting documents for the remaining plan areas to Defra for consideration and subsequent sign off to go to public consultation.

7. Performance, Finance and Risk

7.1 MW introduced the paper to set out the MMO's performance and financial position, including risks and issues for Quarter 1 and the period to 31 July 2019.

7.2 MW updated that performance was steady and broadly on track drawing the Board's attention to the main highlights and exceptions from July across the Balanced Scorecard, highlights and successes and the exceptions and areas of concern reported.

7.3 Additionally, MW highlighted the current budgetary position about which the Board engaged in further discussion.

7.4 The Board were asked to note the Corporate Risks and Issues, particularly those highlighted as the highest rated.

7.5 The Chair thanked the CEO and Directors for the pack the full contents of which were noted.

8. Board and Committee Forward Look

8.1 The Board noted the forward look of business.

9. Next meeting: Board meeting 10 December 2019 – Newcastle

9.1 The Chair confirmed that the next meeting of the Board would be held on 10 December in Newcastle.

10. Any other business and review of meeting

10.1 The Chair invited all participants to comment on the meeting. The Board commented on the positive work on Marine Planning as well as the effort which had gone into EU Exit preparation. The Chair thanked all attendees for their contributions and closed the meeting.