NERC Management Board (NMB) Meeting
Summary of discussions
20 November 2018
BEIS, 1 Victoria Street, London

Members present:
Professor DJ Wingham, Mr PJ Fox, Mr R Gledhill, Mr P Hayden, Dr P Heads, Ms A Robinson,

Apologies: None.

Other attendees: Mr S Caswell (NERC Finance Business Partner, item 1), Mrs M Wickenden (Head of Governance & Management Information, items 3 & 4), Mrs J Kendall (Secretariat Officer, Centre Assurance Boards, item 3), Mrs T Robinson (Lead Business Partner, NERC Centres, item 6), Ms E Body (Head of Strategy & Planning, item 8).

Secretary: Mrs SJ Morrell.

Executive Chair Update
Professor Wingham opened the meeting and welcomed members.

He advised that he had taken part in discussions with the consultants employed to assist with the transformation, to discuss the structuring within the councils.

Report from October National Capability Partners Forum (NCPF)

The Board was provided with a report from the October meeting. It was reported that the meeting had been productive and there was positive feedback on the format and content of the meeting. It was noted that going forward, annual updates would be submitted to NMB.

NERC Assurance Board (NAB)

NMB agreed the terms of reference for the NERC Assurance Board. The revised paper would be circulated for information to the December Council meeting.

The Board noted that the NAB would meet twice yearly after the Centre Assurance Board meetings and before the UKRI Stewardship return was made.

Non-Executive Directors (NEDs) Recruitment

The Non-Executive Directors were asked to leave the meeting for the discussion on this item.

The Board agreed to the extension of the existing NEDs to August 2020 and to the recruitment of
an additional NED, who would also become a member of the NERC Management Board (NMB), the NERC Assurance Board (NAB) and the Centre Assurance Boards (CABs).

**NERC Equality, Diversity and Inclusion (EDI) Plan 2015-2018 Final Report**

NMB discussed the paper submitted for the reporting year ending March 2018, which provided background information and summarised the final outcomes.

The Board acknowledged that a lot of work had been carried out during the reporting period, but there was still a lot of work to do. It noted that the NERC plan would be aligned to that of UKRI going forward and that discussions were already in progress.

**Head Office Plan – quarterly exception report**

The Board was advised of the changes made since it was last reviewed in April. NMB reviewed the exceptions and suggested some further changes. Assurance was provided that future activities were being considered as well as current ones.

**Matters arising from UKRI meetings**

The Board was provided with updates from recent meetings.

**Standing items**

NMB also noted a couple of standing items including the monthly finance update, the risk register review and the rolling programme of business.

**Date of next meeting**

The next NERC Management Board meeting will be held on 18 December 2018.