

NERC Management Board (NMB) Meeting

Summary of discussions

**26 February 2020 58VE,
London**

Members present:

Professor Sir DJ Wingham, Ms C Bault, Mr R Gledhill, Dr P Heads. Mrs V McMyn, Professor S Waldron, Dr I Williams.

Apologies: Mr N Bird, Mr P Hayden, Ms A Robinson

Other attendees: Ms J Jennings (Associate Director, Strategy and Insight, for whole meeting), Ms A Bek (Interim NERC Risk Business Partner, item 2), Mr S Caswell (NERC Finance Business Partner, item 3), Mrs M Simpson (Head of Operations, NERC Head Office, item 4), Mrs S Gooch (Corporate Projects Manager, item 4), Ms J Enderby (Head of Council Communications, item 5), Ms K Shives (NERC Comms Business Partner, item 5), Ms E Body (Head of Strategy & Planning, items 7 and 8), Professor S Mobbs (Director, NCAS, item 9), Ms C Snelling (Deputy Head of Sustainability, item 10).

Secretary: Mrs SJ Morrell.

Executive Chair Update

Professor Sir Duncan Wingham opened the meeting and welcomed members and introduced the new Chief Operating Officer.

NERC Incident Escalation Process

NMB agreed an updated incident escalation process, which had been reviewed and streamlined. NMB also received an update on progress to improve and develop NERC's business continuity management

The Board discussed the paper and made some comments and requested to see the paper again in June.

UKRI Comms ways of working and future planning

NMB was presented with some background information on the creation of UKRI comms team and the proposed ways of working on standard and specific activities. The Board was assured that an evaluation matrix framework would be completed by April 2020 to provide feedback on overarching communications objectives as well as those specific to each council. The new website would go live in May and testing on this was in progress.

The Board requested that it see the document for comment within the next couple of months.

BGS rebrand

NMB was informed that the last comprehensive review of the brand had taken place in 1985. As BGS were updating their website, it was deemed appropriate to review the branding at the same time.

NMB agreed the rebrand.

Delivery Plan progress reporting

NMB was reminded that in November it had agreed in principle with the proposed framework to track progress but requested some worked up examples.

A couple of examples were presented to the Board, who requested some further information. It was agreed that this would be presented back to NMB in either April or June.

The Board was informed that the progress from each research council would be fed into the performance framework for UKRI in future.

Head Office Plan Q3 – exceptions report

An update was provided on the progress against the milestones identified in the Head Office Plan, following the quarterly review for the period July to September 2019. The Board reviewed the exceptions and provided updates.

Governance arrangements for FAAM & sharing of external income

This item was a continuation of the information provided to NMB in July 2019, when further governance work had been requested.

The Board were presented with background information, the current position and the proposed future arrangements. NMB considered the information and some changes were agreed to.

Equality, Diversity and Inclusion implementation plan

This provided an update on the one-year plan that had been presented to the NMB in December and incorporated the Board's comments.

NMB agreed to adopt the plan and to review it again in six months.

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 20 April 2020.