

Met Office Board

Summary

31 May 2023

Held in person and virtually from Met Office Headquarters, Exeter

- Rob Woodward (Chair) welcomed attendees and confirmed the meeting was quorate. Apologies from Tammy Lillie (Chief People Officer) were noted.
- Rob Woodward welcomed Catherine Bremer as a Non-Executive Director; she would be taking over as Chair of the Remuneration Committee. He thanked Catherine Quinn, who was retiring as a Non-Executive Director and Chair of the Remuneration Committee, for her significant contribution over the last six years. Rob Woodward noted that Christine Ourmières-Widener (NED) had resigned from the Board for personal reasons and thanked her for her contribution.
- Minutes of the meeting held on 30 March 2023 were approved as a true record of the meeting. It was noted the Key Performance Indicators (KPIs) for the new financial year had been approved ex-committee.
- Penny Endersby (Chief Executive) presented her report to the Board, commenting on the following issues:
 - The positive response to the strategy update,
 - The good overall outcome to the previous year's KPIs,
 - Successful sign off and completion of the Arm's Length Body review,
 - The high profile coverage for the publication of the decadal forecast,
 - A positive Public Weather Service Customer Group year-end review, and
 - The World Meteorological Organisation congress.
- The Board discussed progress with the supercomputer implementation; the team were still grappling with the rectification plans from the supplier. Risks, impacts and contingency for delay were discussed.
- The Board discussed the pay remit which was still outstanding, the status of industrial action and the risks around staff dissatisfaction and departures.
- Simon Brown (Services Director) presented a paper on the Met Office's observations capability and the part it played in its evolving strategy. The long-term funding of satellite observations through EUMETSAT and potentially through the private sector was considered.
- Adam Jackson (DSIT Director) provided an update, outlining the focus of the new Department for Science, Innovation and Technology.
- Jon Petch (Chair, Equality, Diversity & Inclusion (ED & I) Committee) presented the ED & I annual report, outlining progress against the objectives for the period. Leads from the staff LGBTQ+ network joined the session to explain how their network operated.
- Simon Brown introduced the annual Health, Safety and Wellbeing report. Health and Safety culture and maturity was improving, but he flagged the need to keep working on planning for the longer-term. In terms of wellbeing, there was a continued focus on the "Five Ways to Wellbeing".
- Penny Endersby and Paul Chavasse (Net Zero Lead) presented an annual update on net zero activities. There had been a focus on understanding indirect (Scope 3) emissions and starting to engage with suppliers. Challenges, including offsetting, of reaching carbon neutrality by 2030 were discussed.
- Ian Cameron (Markets Director) introduced a paper on the international framework, prior to further discussion at the Board strategy day. This covered the Met Office's partnerships and collaborations around the globe in its various fields of activity, from research to delivering weather and climate services.
- Michael Maling (Corporate Risk Manager) presented the 6-monthly risk review. Supercomputer risks were discussed. The Board endorsed the addition of an AI risk to the risk register.

- Hunada Nouss (Chair, ARAC) tabled the annual Audit & Risk Assurance Committee (ARAC) report to the Board. An amendment clarifying the assurance role of the Security Issues Committee was proposed and it was agreed a final version of the ARAC report should be submitted with the Annual Report & Accounts.
- Nick Jobling (Chief Financial Officer) presented the finance report and confirmed that adequate profit had been achieved by the end of the accounting year in order to pay the dividend. A technical adjustment to the profit KPI was approved, as no property ownership exchange with the Government Property Agency had been completed in the year.
- The draft Annual Report & Accounts were tabled. The Board endorsed the good work to provide a more consistent storyline through the narrative sections. The draft financial statements reflect the proposed pay remit which was still awaited. The timetable for laying the accounts was still to be confirmed and a place holder would be maintained for the Board to sign off the final version.
- The final version of the Annual Report & Accounts was approved by the Board at an additional virtual meeting held on 13 July 2023. The updated annual ARAC report was also tabled.
- The next meeting was scheduled for 25 July 2023 at Leeds University.