

Met Office Board Summary

On 1 October 2018 at The Compass Centre, Heathrow Airport, London

- Minutes of the meeting held on 25 July 2018 were agreed to be an accurate record of the meeting.
- The Board welcomed Stephanie Hurst (BEIS Deputy Director of International Science and Innovation) as the new BEIS representative and thanked Paul Hadley for his valuable contribution to the Board.
- The Board welcomed Hunada Nouss as a new non-executive member and chair of the Audit and Risk Assurance Committee (ARAC).
- The Board undertook a tour of the Heathrow Airport Operations Centre and discussed with Chris Garton (Chief Operating Officer, Heathrow Airport) the important relationship between Heathrow Airport and the Met Office.
- The Board also noted the benefits of the Met Office providing a tailored, on-site meteorologist solution to Heathrow Airport, including reach-back to Met Office science and services.
- Nick Jobling (Acting Chief Executive) presented his report and the Board noted a number of points, including good performance against most Key Performance Indicators (KPIs); profitability on track; successful release of the latest numerical weather prediction model upgrades; EU exit planning activities; and 6 million downloads of the Met Office app.
- The Board discussed delivery of contract agreements with the Public Weather Service and MoD.
- The Board discussed frontline operational resourcing levels, including actions to address a shortfall.
- The Board discussed balancing Transformation and Efficiency (T&E) activities with business as usual delivery.
- The Board discussed actions from the Audit and Risk Assurance Committee Annual Report, including improvements to governance, a campaign to ensure staff understand how to raise any concerns, work on cyber security and policy, tax liabilities relating to staff travel, and full utilisation of the Collaboration Building.
- The Board discussed progress with the new ECMWF Bologna Data Centre.
- The Board discussed the performance of the Met Office Business Group, including revenue and new services.
- The Board discussed business continuity plans, including a successful IT Hall failure desktop business continuity exercise and lessons learnt.
- John Taylor (Interim Chief Financial Officer) presented the Finance report and the Board noted that finances were largely in line with forecasts, although costs were below budget, and that planned headcount reductions would be realised through an ongoing redundancy programme.
- Paul Hadley briefed the Board on activities from a BEIS perspective, including EU exit, government spending review, staff changes and a review of the Met Office Framework Document.
- Andy Kirkman (Government Services Director) briefed the Board on preparations for a government spending review, including a discussion on development of the business case for the next supercomputer.
- Kay Eldergill (HR Director) updated the Board on a review of Met Office HR and resulting actions, and the Board discussed people and performance management, including a recent Athena SWAN bronze award.
- Albert Klein-Tank (Director of the Met Office Hadley Centre) and Jason Lowe (Head of Climate Services for Government) briefed the Board on the new UK climate projections (UKCP18), and the Board discussed the findings, communications and launch of the projections.
- Nick Jobling and Ann Conway-Hughes (T&E Portfolio Director) briefed the Board on proposed changes to the corporate governance structure following recommendations from an independent review.

- Ann Conway-Hughes presented an update on the T&E Portfolio and the Board discussed progress against the plan, including finances, benefits delivery, deliverables updates, headcount reductions and future plans.
- John Taylor and Dan Childs (Corporate Risk Manager) presented an update on the corporate risk appetite and the Board discussed and approved the risk appetite framework.
- Next meeting to be held on 27 November 2018.