

## **Met Office Board**

### **Summary**

**30 September 2020**

#### **Meeting held remotely using MS Teams**

- Apologies from Nick Jobling (Chief Financial Officer) were noted. Andrew McKean (Acting CFO) was attending instead of him. The Board welcomed Simon Brown (Director of Services) to his first Board meeting.
- Minutes of the meeting held on 29 July 2020 were agreed to be a true record of the meeting.
- Penny Endersby (Chief Executive) presented her report and the Board noted a number of points, including the return of c.150 staff to the office 2 days a week; the progress of the organisational redesign; the supercomputer procurement process and the strategic actions with dependencies linked to this programme; and NetWork Rail's Weather Action Task Force.
- The Board discussed issues relating to ECMWF and the future hosting of and involvement in EU funded programmes.
- The Board discussed risks around potential changes to the controls framework overseen by Cabinet Office and central government.
- James Partington (NED, BEIS representative) provided an update on the Comprehensive Spending Review. He noted a desire in government, subject to funding constraints, to support R&D and Public Sector Research Establishments (PSREs).
- Andrew McKean presented the Finance Report. He noted that cash levels were being monitored closely to manage payments to EUMETSAT.
- Andrew McKean presented the revised Budget for the financial year 2020/21 which had been updated to reflect current circumstances. The Board discussed the wider position of public funding and worst-case financial scenarios. Having considered the position, the Board approved the revised 2020/21 budget, the reduction in the proposed dividend for BEIS from £8.5m to £6.5m and technical adjustments to the Key Performance Indicators (KPIs) to reflect the budget changes.
- Tammy Lillie (People Director) presented the quarterly people report. The Board discussed absence and sickness statistics as well as usage of the Employee Assistance Programme.
- Rob Bishton, Director, Safety & Airspace Regulation Group at the Civil Aviation Authority, and his colleague Andy Wells joined the meeting as guests. Rob Bishton explained how the Met Office supported the CAA and the international aviation industry. He noted some of the challenges facing the industry and the Board discussed how the Met Office's service might be developed to help address these.
- Aidan Green (Strategic Action Lead, Equality, Diversity and Inclusion (ED&I)) joined the meeting. Following the broader discussion the previous evening, Aidan Green presented the four top-level objectives of the ED&I strategy. These aligned to the Public Sector Equality Duty (PSED) which applied to BEIS. The Board endorsed the objectives.
- Andrew McKean presented the proposed approach (working in conjunction with the Non-Executive Directors) and timetable to agree the Key Performance Indicators (KPIs) for the financial year 2021/22. The Board agreed this approach.
- The Board noted a number of short papers that had been submitted to address five outstanding action points.
- The Board approved its Terms of Reference, which included minor updates.
- Rob Woodward provided a verbal update on the Security Issues Committee meeting earlier in September.
- Next meeting to be held on 13 November 2020.