

Met Office Board

Summary

27 January 2021

Meeting held remotely using MS Teams

- The Board thanked Robert Drummond for his service as a Non-Executive Director (NED) and wished him well for the future. Rob Woodward (Chair) provided an update on the recruitment of three new NEDs.
- Minutes of the meeting held on 13 November 2019 had been approved as a true record of the meeting.
- Penny Endersby (Chief Executive) presented her report and the Board noted a number of points, including the focus on supporting staff wellbeing during lockdown and some of the challenges staff were facing; the headline results from the 2020 People Survey; the Joint Centre for Excellence with Exeter University; the positive interim ISO 9001 and 14001 audit; the Met Office Scientific Advisory Committee (MOSAC) meeting which had been held entirely virtually; ongoing work with Network Rail; and the successful upgrade to Parallel Suite 44 on the main meteorological model.
- Penny Endersby reported on Storm Christoph which had been well forecast. There had been positive feedback from the Environment Agency and the responder community.
- The Board discussed the spending review which was being finalised and the possible implications for Official Development Assistance (ODA) which was subject to reductions.
- Penny Endersby reported back on the recent ICWED meeting (Informal Conference of Western European Directors of Meteorological Services) and the Board discussed the strategy around European engagement, including the increasing importance of data strategy.
- Penny Endersby thanked the Board for their contribution to the virtual 'Awards of Excellence' which had been well choreographed and received positive feedback.
- James Partington (NED, BEIS representative) briefed the Board on activities at BEIS, including considerations around European digital strategy. He noted Kwasi Kwateng's appointment as Secretary of State and the interest in R&D and unleashing innovation.
- Tammy Lillie (People Director) presented the People Report. The Board reviewed the implementation of the new 'People Hub' and related people information management system. The Board discussed the sickness and absence report, in particular discussing trends around mental health during the pandemic and feedback that could be gleaned from other organisations.
- Admiral Duncan Potts (Chair, Public Weather Service Customer Group) joined the meeting to provide an update a year into his tenure. The Board discussed the new Customer Supply Agreement (CSA) which was being negotiated; the approach was focussed on specifying what outcomes the Met Office should deliver, providing more flexibility in how these were achieved.
- The Board approved the business cases for the Environment Agency Service Framework Arrangement for 2021-26 and also the Met Office Hadley Centre Climate Programme for 2021-24.
- Nick Jobling (Chief Financial Officer) presented the Finance Report, noting the approaching year end and the larger accrual for deferred holidays during the pandemic. There was also discussion of the implications of the potential transfer of the main Exeter building to the ownership of the Government Property Agency.
- Hunada Nouss (Chair, ARAC) reported from the ARAC meeting on 1 December 2020. A number of risks had been discussed, alongside the increasing threat of cyber attacks and how the Met Office was handling these.
- The Board discussed the proposed Key Performance Indicators (KPIs) which were being developed in conjunction with the NEDs. These were being formulated in the light of the corporate strategy, distilling a basket of annual performance measures aligned with longer-term strategic objectives.

- The Board reviewed the Corporate Risk Report and approved the annual update to the Met Office's Risk Appetite.
- Simon Brown (Director of Services) presented the interim Health and Safety (H&S) Report. The Board discussed various implications from the pandemic, including H&S issues associated with home working.
- Paul Chavasse (Board Secretary) presented the annual Environmental Management System (EMS) report for endorsement by the Board, which supported the Met Office's ISO 14001 accreditation.
- Katy Ware, Director of UK Maritime Services at the Maritime and Coastguard Agency (MCA) and the UK's representative on the International Maritime Organisation (IMO) joined the meeting to discuss the services the Met Office provided to the MCA and how the relationship could be developed.
- Next meeting to be held on 30 March 2021.