



The one hundred and ninth meeting of the Joint Nature Conservation Committee to be held at 09.10 on 1 December 2016, at the David Attenborough Building, Pembroke St, Cambridge CB2 3QY

This paper is provided to the Joint Committee for decision/discussion or information. Please refer to the minutes of the meeting for Committee's position on the paper.

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Joint Nature Conservation Committee

Matters arising

There are no matters arising for this meeting.

A report on outstanding action points from the November 2015 and March 2016 meetings is attached at Annex 1. All other action points have been discharged.

Annex 1

Action points from Committee meetings

September 2015 meeting

Action	Person responsible	Progress update
10.5 Implementing JNCC's strategy: JNCC's role in relation to natural capital (JNCC 15 27) Professor Georgina Mace to be invited to make the pre-dinner presentation at a future Committee meeting.	Mrs Quince	In hand – to be considered for a future meeting.

November 2015 meeting

Action	Person responsible	Progress update
6.4 Joint Committee effectiveness self-assessment and workshop AP04 A future pre-dinner discussion on Committee effectiveness to be arranged.	Mrs Quince/ Professor Gilligan	In hand – date to be agreed.

March 2016 meeting

Action	Person responsible	Progress update
7.2 (vii) Risk management in JNCC (JNCC 16 05) AP03 Risk appetite to be further refined by a staff task and finish group. Refined statement to be presented to ARAC for comment and then presented to the Committee for approval in June.	Mrs McQueen	To be presented to the Committee in March 2017.

September 2016 Meeting

Action	Person responsible	Progress update
4.2 Matters arising (JNCC 16 24) AP01 Mrs McQueen to consider the action required to encourage staff leavers to complete exit forms.	Mrs McQueen	Managers will be notified when an exit form is sent and asked to encourage staff to complete it.
5.3 Chief Executive's report on topical issues (JNCC 16 25) AP02 Mrs Quince to circulate Defra's Target Operating Model (TOM) to the	Mrs Quince	Completed

Committee.		
7.7 Government review of JNCC (JNCC 16 26) AP03 Mrs Quince to arrange a meeting of the implementation sub-group in October to discuss an implementation plan for the review recommendations.	Mrs Quince	Completed
7.5 Government review of JNCC (JNCC 16 26) AP04 Professor Gilligan to lead on a review of Committee sub-groups with proposals presented to the December Committee meeting.	Professor Gilligan	In hand – proposals will now be presented to the March 2017 meeting
7.4 (iii) Government review of JNCC (JNCC 16 26) AP05 Mrs Quince to add communication, particularly with sponsors, to the Joint Committee working objectives document.	Mrs Quince	Completed
9.2 and 9.3 Revised draft JNCC strategy (JNCC 16 28) AP06 Mr Yeo to make the amendments to the strategy and strategic plan as detailed in paragraphs 9.2 and 9.3.	Mr Yeo	Completed
10.3 (ii) Performance report for quarter 1 2016/17 (JNCC 16 29) AP07 Mr Yeo to consider the addition of an inherent risk score for each of the significant risks.	Mr Yeo	Completed for the quarter 2 performance report.
12.1 The third review of the UK SPA network: conclusions and recommendations to governments (Official-Sensitive) (JNCC 16 31) AP08 Mr Rose to arrange circulation of the amended Annex 3 to the Joint Committee for comments.	Mr Rose	Completed
14.5 Summary of progress with income generation (JNCC 16 32) AP09 Professor Gilligan to consider establishing an income generation sub-group as part of the review of all Committee sub-groups.	Professor Gilligan	In hand – proposals will now be presented to the March 2017 meeting as part of the paper on governance arrangements.