

JNCC Support Co.

Board meeting

Minutes of the thirty-second meeting of the JNCC Support Co. Board held on 8 June at JNCC offices, Monkstone House, City Road, Peterborough

1. There are no amendments to the minutes of the thirty-second meeting of the JNCC Support Co. Board.

JNCC Support Co 32nd Meeting Minutes Unconfirmed

Date: 8 June 2017

Time: 08:45

Venue: JNCC offices, Monkstone House, City Road, Peterborough

Present

Professor Colin Galbraith
Independent Member

Professor Chris Gilligan
Independent Chair

Dr Madeleine Havard
Natural Resources Wales

Dr Joe Horwood
Natural England

Dr Hilary Kirkpatrick
Council for Nature Conservation and the Countryside

Professor Howard Platt
Council for Nature Conservation and the Countryside

Dr Susan Walker
Scottish Natural Heritage

Mr Marcus Yeo
JNCC

Ms Sue McQueen
JNCC Company Secretary

In attendance

Mr David Burton
JNCC

Mrs Tracey Quince
JNCC

Apologies

Professor Ian Bateman
Independent member

Dr Mike Cantlay
Scottish Natural Heritage

Ms Diane McCrea
Natural Resources Wales

1. Chairman's opening remarks

- 1.1. Professor Gilligan welcomed everyone to the thirty-second meeting of the JNCC Support Co Board of Directors.

2. Declaration of interests

2.1 No interests were declared.

3. Amendments to the minutes of the June 2016 Board meeting (BD 17 01)

3.1 The minutes of the June 2016 Board meeting were agreed.

4. Matter arising (BD 17 02)

4.1 There were no matters arising from the June 2016 Board meeting. Reporting on action points from the June 2016 meeting was included in Annex 1. Members had no comments on the actions.

5. JNCC Annual Report and Accounts for the year ended 31 March 2017 (BD 17 03)

5.1 Mr Burton introduced the paper which presented the JNCC Annual Report and Accounts (ARA) for the year ending 31 March 2017.

5.2 The Board were advised that the ARA had been reviewed by Mr Nigel Reader on behalf of the Audit and Risk Assurance Committee (ARAC). ARAC had discussed the ARA the previous day and were content to recommend to the Board that they approve and adopt the ARA for 2016/17, subject to ministerial approval. The Board were asked to note an amendment to the pension provision for Mr Rose since the papers had been circulated.

5.3 The Board were advised that normally the Chief Executive would sign the Annual Report and Accounts on behalf of the Company Board immediately after the board meeting but ministerial approval was required and had been delayed by the General Election.

5.4 The Board made the following comments in discussion:

- i. the fixed assets figure on page 40 had dropped considerably since last year. Management agreed to circulate an explanation to members intersessionally;
- ii. it was important to agree a level of reserve that JNCC should carry given the increased emphasis on income generation; and
- iii. the initials of Mr Ross to be amended to Mr W J Ross.

5.5 The Board:

- i. **approved and adopted** the JNCC Annual Reports and Accounts (ARA) for the year ending 31 March 2017, subject to ministerial approval. The Board delegated sign off of the ARA to Mr Yeo once ministerial approval is received;

- ii. **authorised** the Company Secretary to lodge the accounts with Companies House;
 - iii. **authorised** the Chief Executive to arrange for the accounts to be laid before the Houses of Parliament and the Scottish Parliament; and
 - iv. **authorised** the Chief Executive to sign the letter of representation for the year ended 31 March 2017.
- 5.6 The Board passed on their thanks to the staff involved in the production of the ARA.

Action point(s)
AP01 Mr Burton to provide an explanation for the drop in the fixed assets figure on page 40 and circulate to the Company Board intersessionally.
AP02 Mr Burton to make the amendment to the ARA detailed in 4.4 (iii).
AP03 Mrs Bennett and Mr Yeo to consider the appropriate level for JNCC's reserves in the future.