



**ADOPTION OF THE JNCC ANNUAL REPORT AND ACCOUNTS FOR THE YEAR
ENDED 31 MARCH 2012**

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

To view other Board papers and minutes visit <http://jncc.defra.gov.uk/page-3326>

To find out more about JNCC visit <http://jncc.defra.gov.uk/page-1729>

JNCC SUPPORT CO.
BOARD OF DIRECTORS

ADOPTION OF THE JNCC ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2012

Paper by Sue Bennett

1. It is the responsibility of the Company Board to approve and adopt the Annual Report and Accounts for the JNCC Support Company so that the Company Secretary may deliver the accounts and reports to the Registrar at Companies House.
2. Under the governance arrangements for the company, the Audit and Risk Management Committee (ARMC) is required to examine the Annual Report and Accounts for the year ending 31 March 2013 and letter of representation and make comments to the Board on any concerns that it may have over the accounts or letter prior to the Board approving them.
3. Copies of the draft Annual Report and Accounts are attached at Annex 1. These accounts have been examined by NAO auditors, although the Comptroller and Auditor General (C&AG) has yet to sign the audit certificate. NAO have however, provided a draft copy of the C&AG's unqualified audit opinion which has been included within these accounts.
4. At its meeting on Wednesday 19 June 2013 the ARMC are expected to agree the adoption of the 2012/13 JNCC Annual Report and Accounts and recommend them to the Board.
5. The Annual Report and Accounts as circulated include the final minor amendments required by the auditors. Because of the late date for the audit field work, the NAO auditors received their copy of the final version of the 2012/13 JNCC Annual Report and Accounts only a few days before the copies needed to be sent out to Board Members. Therefore they still have to complete their final check before the accounts are submitted to the Comptroller and Auditor General for certification.
6. It is planned that if the auditors or ARMC require any further minor changes to the accounts these will be reported at the Board Meeting.
7. Attached at Annex 2 is the Letter of Representation which is to be signed by the Chief Executive on behalf of the Board, confirming that the Board is satisfied as to the completeness of information provided and disclosures given to the external auditors.
8. The Company Board is asked to:

- i. **approve and adopt** the JNCC Annual Reports and Accounts for the year ending 31 March 2013;
- ii. **authorise** the Company secretary to lodge the accounts with Companies House;
- iii. **authorise** the Chief Executive to arrange for the accounts to be laid before the Houses of Parliament and the Scottish Parliament; and
- iv. **authorise** the Chief Executive to sign the letter of representation for the year ended 31 March 2013.

Annex 1

**Joint Nature Conservation Committee and JNCC Support Co
Annual Report and Accounts for year ending 31 March 2013**

Report presented to Parliament pursuant to paragraph 18 of Schedule 4 of the Natural Environment and Rural Communities Act 2006.

Accounts presented to Parliament pursuant to Article 6 of the Government Resources and Accounts Act 2000 (Audit of Non-profit-making Companies) Order 2009.

Ordered by the House of Commons to be printed on 8 July 2013

© JNCC Support Co (2013)

The text of this document (this excludes, where present, the Royal Arms and all departmental and agency logos) may be reproduced free of charge in any format or medium providing that it is reproduced accurately and not in a misleading context.

The material must be acknowledged as JNCC Support Co copyright and the document title specified. Where third party material has been identified, permission from the respective copyright holder must be sought.

Any enquiries regarding this publication should be sent to us at JNCC, Monkstone House, City Road, Peterborough, PE1 1JY. Email: communications@jncc.gov.uk

You can download this publication from www.jncc.defra.gov.uk

ISBN: 9780102982695

Printed in the UK by The Stationery Office Limited
on behalf of the Controller of Her Majesty's Stationery Office

ID: 2554876

06/13

Printed on paper containing 75% recycled fibre content minimum

JNCC SUPPORT CO
DIRECTORS' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2013

CONTENTS

Chair's and Chief Executive's foreword.....	1
Company Information.....	7
Directors' Report.....	10
Governance Statement.....	16
Remuneration Report.....	29
Statement of Directors' Responsibilities.....	35
Auditor's report.....	36
Profit and Loss Account.....	38
Statement of total recognised gains and losses.....	39
Balance sheet.....	40
Cashflow statement.....	41
Notes to the accounts.....	42
Performance against Priority Performance Measures.....	58

Chair's and Chief Executive's foreword

During 2012/13 JNCC provided evidence and advice on a wide range of issues relating to UK and international nature conservation to our principal funding and sponsoring bodies: the UK Government (chiefly the Department for Environment, Food and Rural Affairs), the Scottish Government, the Welsh Government, and the Northern Ireland Executive.

In July 2012 a UK post-2010 biodiversity framework was published which sets out a common purpose and shared priorities for the four UK administrations, enabling them collectively to meet EU and international obligations. This provides a renewed context for much of JNCC's work.

Biodiversity evidence remained at the heart of our activities in 2012/13. Through long-established partnerships with civil society we continued to co-ordinate the efforts of thousands of volunteer recorders across the UK. In this way we provide evidence on the status and trends of terrestrial and freshwater species (for example, birds, mammals, invertebrates and plants) in a highly cost-effective manner. The information serves multiple purposes, for example helping to inform decision-making at many different scales and enabling the UK to meet EU and international reporting requirements. Over 85,000 species records are now accessible on the National Biodiversity Network (NBN), and JNCC's technical expertise underpinned the release of an updated version of the NBN Gateway, with improved functionality.

We built on this foundation by commissioning research to establish the potential for using remote sensing to measure the extent and condition of terrestrial habitats and to develop UK-wide approaches for monitoring biodiversity in the marine environment. As these strands of work come to fruition, they will provide a more comprehensive picture of the status of UK biodiversity.

Over the past year, JNCC has made a substantial contribution towards completing the UK network of Marine Protected Areas (MPAs). Working in partnership with Natural England, in July 2012 we provided formal recommendations to Defra on Marine Conservation Zones, and are now supporting Defra as they prepare to designate a first tranche of sites. In Scottish waters, we worked with Scottish Natural Heritage to submit advice in November 2012 to Marine Scotland on Nature Conservation MPAs. Consultation on proposed sites will take place in 2013. Following advice on site identification from JNCC, a further eight offshore Special Areas of Conservation (SACs) were submitted to the European Commission in 2012, in support of the Habitats Directive. There are now 20 offshore candidate SACs with a total extent of approximately 49,450 km², which is almost 7% of UK offshore waters, providing protection for important examples of marine ecosystems. In support of the Birds Directive, we also continued to make progress towards completing identification of marine Special Protection Areas (SPAs) by 2015.

The Marine Strategy Framework Directive (MSFD) requires EU Member States to put in place the necessary management measures to achieve Good Environmental Status (GES) in their marine waters by 2020. JNCC provides technical advice to support implementation of the MSFD, and in 2012/13 we developed proposals for UK biodiversity targets and indicators to define GES. Following consultation by the four UK administrations, a final set of targets and indicators was submitted to the European Commission in December 2012.

JNCC provides advice to industry and regulators to ensure developments in offshore marine waters meet environmental requirements. During 2012/13, we received 572 formal casework consultations from the oil and gas and aggregates industries, and also advised on several large-scale proposed renewables developments.

Advice on international nature conservation remains a core JNCC role. In October 2012 JNCC staff participated in the UK delegation to the 11th Conference of Parties to the Convention on Biological Diversity in India. The conference reaffirmed commitment to implementation of the Strategic Plan for Biodiversity 2011-2020 and the Aichi targets, which provide a framework for biodiversity strategies within the UK.

JNCC staff also contributed to the establishment of the Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES) as an independent body for assessing the state of the planet's biodiversity and its ecosystems. We supported Defra at the second plenary meeting in Panama in April 2012, and facilitated engagement in IPBES by the UK biodiversity science and policy communities.

The UK's Overseas Territories are highly dependent on their natural capital for their human and economic wellbeing. JNCC continues to work with Defra, the Foreign and Commonwealth Office (FCO) and the Department for International Development to help individual Territories identify key biodiversity issues that need to be taken into account for wise economic and infrastructure planning. In 2012/13, we completed projects in the Falklands and the British Virgin Islands (funded by FCO) and Anguilla (funded by Defra).

Our achievements over the past year are testament to the dedication and hard work of JNCC staff. They also reflect the strength of our partnerships with UK and devolved administrations, other statutory bodies, and non-governmental organisations. We are grateful for all of these contributions.

Over the next few years, it is clear that JNCC will need to be flexible in response to budgetary pressures and priorities for reform within UK Government and the devolved administrations. JNCC's Triennial Review will conclude in 2013, and we look forward to an outcome that will make JNCC stronger and more effective. We will also respond to changes in the institutional landscape across the UK, including the establishment of Natural Resources Wales in April 2013. Our business plan for 2013/14 sets out how we will face these challenges, while continuing to meet government requirements for advice on UK and international nature conservation.

Dr P Bridgewater (Chair)

Mr MJM Yeo (Chief Executive)

Rhagair y Cadeirydd a'r Prif Weithredwr

Yn ystod 2012/13, darparodd y CBCN dystiolaeth a chyngor, ynglŷn ag amrywiaeth eang o faterion yn ymwneud â chadwraeth natur yn y DU ac yn rhyngwladol, i'n prif gyrff ariannu a noddi: Llywodraeth y DU (Adran yr Amgylchedd, Bwyd a Materion Gwledig yn bennaf), Llywodraeth yr Alban, Llywodraeth Cymru, a Gweithrediaeth Gogledd Iwerddon.

Yng Ngorffennaf 2012 cyhoeddwyd fframwaith bioamrywiaeth ar gyfer y DU am y cyfnod wedi 2010; mae hwn yn datgan bwriad cyffredin a chyd-flaenoriaethau ar gyfer pedair gweinyddiaeth y DU, gan eu galluogi i gyd-gyflawni rhwymedigaethau i'r UE a rhwymedigaethau rhyngwladol. Mae'n darparu cyd-destun o'r newydd ar gyfer llawer o waith y CBCN.

Daliodd tystiolaeth ynglŷn â bioamrywiaeth i fod wrth wraidd ein gweithgareddau yn 2012/13. Drwy bartneriaethau hirsefydlog gyda chymdeithas sifil, gwnaethom barhau i gydlynu ymdrechion miloedd o gofnodwyr gwirfoddol ledled y DU. Yn y modd hwn rydym yn darparu tystiolaeth ynglŷn â statws a thueddiadau rhywogaethau daearol a rhywogaethau dŵr croyw (er enghraifft adar, mamaliaid, anifeiliaid di-asgwrn cefn a phlanhigion) mewn modd tra chost-effeithiol. Mae'r wybodaeth yn ateb amryfal ddibenion, gan helpu, er enghraifft, i ddylanwadu ar benderfyniadau ar sawl gwahanol raddfa, a chan alluogi'r DU i gyflawni gofynion adrodd yr UE a gofynion adrodd rhyngwladol. Bellach mae modd cael at dros 85,000 o gofnodion rhywogaethau ar y Rhwydwaith Bioamrywiaeth Cenedlaethol (NBN), a bu arbenigedd technegol y CBCN yn sail i gyhoeddi fersiwn diweddaedig o Borth yr NBN, sydd â nodweddion gwell.

Gwnaethom adeiladu ar y sylfaen hwn drwy gomisiynu ymchwil er mwyn canfod beth yw'r potensial ar gyfer defnyddio synhwyro o bell i fesur maint a chyflwr cynefinoedd daearol, a datblygu dulliau o fonitro bioamrywiaeth yn yr amgylchedd morol ledled y DU. Wrth i'r elfennau gwaith hyn ddwyn ffrwyth, byddant yn darparu darlun mwy cynhwysfawr o statws bioamrywiaeth yn y DU.

Dros y flwyddyn a aeth heibio, mae'r CBCN wedi gwneud cyfraniad sylweddol at gwblhau rhwydwaith Ardaloedd Morol Gwarchoddedig (AMG'oedd) y DU. Yng Ngorffennaf 2012, gan weithio mewn partneriaeth â Natural England, gwnaethom ddarparu argymhellion ffurfiol i Defra ynglŷn â Pharthau Cadwraeth Morol, ac rydym bellach yn cynorthwyo Defra wrth iddynt baratoi i ddynodi'r gyfran gyntaf o safleoedd. Yn nyfroedd yr Alban, buom yn gweithio gyda Scottish Natural Heritage i gyflwyno cyngor, ym mis Tachwedd 2012, i Marine Scotland ynglŷn ag AMG'oedd Cadwraeth Natur. Bydd ymgynghoriad ynglŷn â safleoedd arfaethedig yn cael ei gynnal yn 2013. Yn dilyn cyngor gan y CBCN ynglŷn ag adnabod safleoedd, cyflwynwyd wyth o Ardaloedd Cadwraeth Arbennig (ACA'oedd) ar-y-môr pellach i'r Comisiwn Ewropeaidd yn 2012, i ategu'r Gyfarwyddeb Cynefinoedd. Bellach y mae 20 ACA ar-y-môr sy'n destun ceisiadau, gyda chyfanswm ehangder o tua 49,450 cilometr², sef bron i 7% o ddyfroedd ar-y-môr y DU; mae'r rhain yn darparu amddiffyniad ar gyfer enghreifftiau pwysig o ecosystemau morol. I ategu'r Gyfarwyddeb Adar, gwnaethom barhau hefyd i wneud cynnydd tuag at gwblhau'r broses o adnabod Ardaloedd Gwarchodaeth Arbennig morol (AGA'oedd) erbyn 2015.

Mae Cyfarwyddeb Fframwaith y Strategaeth Forol (MSFD) yn ei gwneud yn ofynnol ar Aelod-wladwriaethau'r UE i sefydlu'r mesurau rheoli angenrheidiol ar gyfer cyrraedd Statws Amgylcheddol Da (GES) yn eu dyfroedd morol erbyn 2020. Mae'r CBCN yn darparu cyngor technegol i gynorthwyo gweithrediad yr MSFD, ac yn 2012/13 gwnaethom ddatblygu cynigion ar gyfer targedau a dangosyddion bioamrywiaeth yn y DU er mwyn diffinio GES. Yn dilyn ymgynghoriad gan bedair gweinyddiaeth y DU, cyflwynwyd set derfynol o dargedau a dangosyddion i'r Comisiwn Ewropeaidd yn Rhagfyr 2012.

Mae'r CBCN yn darparu cyngor i ddiwydiant a rheoleiddwyr er mwyn sicrhau bod datblygiadau mewn dyfroedd morol ar-y-môr yn bodloni gofynion amgylcheddol. Yn ystod 2012/13, derbynasom 572 o ymgynghoriadau gwaith achos gan y diwydiannau olew, nwy ac agregau, a rhoi cyngor yn ogystal ynglŷn â sawl datblygiad mawr arfaethedig o adnoddau adnewyddadwy.

Mae darparu cyngor ynglŷn â chadwraeth natur ryngwladol yn parhau'n un o rolau craidd y CBCN. Ym mis Hydref 2012 cymerodd y CBCN ran yn nirprwyaeth y DU i 11^{eg} Gynhadledd y Partïon i'r Confensiwn ar Amrywiaeth Fiolegol, a gynhaliwyd yn yr India. Ailddatganodd y gynhadledd ymrwymiad i weithredu'r Cynllun Strategol ar gyfer Bioamrywiaeth rhwng 2011 a 2020, a'r targedau Aichi, sy'n darparu fframwaith ar gyfer strategaethau bioamrywiaeth yn y DU.

Cyfrannodd staff y CBCN hefyd at sefydlu'r Llwyfan Rhynglywodraethol ar Wasanaethau Bioamrywiaeth ac Ecosystem (IPBES) fel corff annibynnol ar gyfer pwysu a mesur cyflwr bioamrywiaeth y blaned a'i hecosystemau. Gwnaethom gynorthwyo Defra yn yr ail gyfarfod cyflawn ym Mhanama yn Ebrill 2012, a gwnaethom hwyluso ymrwymiad cymunedau gwyddoniaeth a pholisi bioamrywiaeth y DU i IPBES.

Mae Tiriogaethau Tramor y DU yn dra dibynnol ar eu cyfalaf naturiol am eu lles dynol ac economaidd. Parhaodd y CBCN i weithio gyda Defra, y Swyddfa Dramor a Chymanwlad (FCO), a'r Adran dros Ddatblygu Rhyngwladol, i helpu Tiriogaethau unigol i adnabod materion bioamrywiaeth allweddol sydd angen eu cymryd i ystyriaeth er mwyn cynllunio economi ac isadeiledd yn ddoeth. Yn 2012/13, gwnaethom gwblhau prosiectau yn Ynysoedd y Falkland ac Ynysoedd Prydeinig y Wryf (a ariannwyd gan FCO) a phrosiect yn Angwila (a ariannwyd gan Defra).

Mae ein llwyddiannau dros y flwyddyn a aeth heibio'n tystio i ymroddiad a gwaith caled staff y CBCN. Maent hefyd yn adlewyrchu cryfder ein partneriaethau â gweinyddiaeth y DU a'r gweinyddiaethau datganoledig, cyrff statudol eraill, a sefydliadau anllywodraethol. Rydym yn ddiolchgar am yr holl gyfraniadau hyn.

Mae'n amlwg y bydd ar y CBCN angen bod yn hyblyg, dros y blynyddoedd nesaf, mewn ymateb i bwysau cyllidebol a blaenoriaethau diwygio oddi mewn i Lywodraeth y DU a'r gweinyddiaethau datganoledig. Bydd Adolygiad Teirblwydd y CBCN yn dod i ben yn 2013, ac edrychwn ymlaen at ganlyniad a fydd yn gwneud y CBCN yn gryfach a mwy effeithiol. Byddwn hefyd yn ymateb i newidiadau yn y dirwedd sefydliadol ledled y DU, gan gynnwys sefydlu Cyfoeth Naturiol Cymru yn Ebrill 2013. Mae ein cynllun busnes ar gyfer 2013/14 yn datgan sut y byddwn yn wynebu'r heriau hyn tra'n parhau i ddiwallu gofynion llywodraethau am gyngor ynglŷn â chadwraeth natur yn y DU ac yn rhyngwladol.

Dr P Bridgewater (Cadeirydd)

Mr MJM Yeo (Prif Weithredwr)

Facal-tòisich an Neach-cathrach is an Àrd-Oifigeir

Ann an 2012/13, thug JNCC fianais is comhairle seachad dha na prìomh bhuidhnean maoinachaidh is urrais againn mu raon farsaing de chùisean co-cheangailte ri glèidhteachas nàdair eadar-nàiseanta agus na RA; Riaghaltas na RA (gu sònraichte Roinn na h-Àrainneachd, a' Bhidhe is Chùisean Dùthchail), Riaghaltas na Cuimrigh, agus Riaghaltas Èirinn a Tuath.

San Iuchar 2012, chaidh structar bith-iomadachd RA an dèidh 2010 fhoillseachadh far a bheilear a' suidheachadh amasan is phrìomhachasan coitcheann dha na ceithir riaghaltasan san RA, a' toirt cothrom dhaibh uile coinneachadh ri dleastanasan eadar-nàiseanta is AE. Tha seo a' cur suidheachadh ath-nuadhachail an cèill airson mòran de dh'obair JNCC.

Bha fianais bith-iomadachd aig cridhe ar cuid obrach tro 2012/13. Tro chom-pàirteachasan fad-ùineach le comann catharra, lean sinn oirnn a' co-òrdanachadh oidhirpean air mìltean de luchd-clàraidh saor-thoileach air feadh na RA. Anns an dòigh seo, tha sinn a' toirt fianais seachad mu staid is gluasadan ghnèithean talmhaidh is fìor-uisgeach (mar eisimpleir, eòin, mamalan, fiolain is lusan) gun mòran chosgaisean. Tha am fiosrachadh ga chur gu feum ann an iomadh dòigh, mar eisimpleir airson cuideachadh ann a bhith a' tighinn gu co-dhùnaidhean aig iomadh diofar ìrean agus ann a bhith a' toirt cothrom dhan RA coinneachadh ri iarrtasan clàraidh eadar-nàiseanta is an AE. Tha còrr air 85,000 clàr ghnèithean a-nise rim faighinn air Lìonra Nàiseanta na Bith-iomadachd (NBN), agus chuir eòlas teicnigeach JNCC taic ri foillseachadh dreach ùraichte nas fheumaile de NBN Gateway.

Thog sinn air a' bhunait seo le bhith a' stèidheachadh rannsachadh feuch an robh e comasach a bhith a' cleachdadh innealan-dearbhadh cian airson leud is staid àrainnean talmhaidh a thomhas agus gus leasachadh a dhèanamh air na dòighean a th' anns an RA airson sùil a chumail air bith-iomadachd san àrainneachd mhara. Mar a bhios na dualan obrach sin gan coileanadh, bidh iad a' toirt deachad dealbh nas cunbhalache air staid bith-iomadachd na RA.

Thairis air a' bhliadhna mu dheireadh, tha JNCC air cur gu mòr ri coileanadh lìonra RA nan Ionadan Dìon Mara (MPAs). Ag obair ann an com-pàirteachas ri Natural England, san Iuchar 2012, thug sinn molaidhean foirmeil dha Defra mu Raointean Glèidhteachas Mara, agus tha sinn a-nise a' toirt taic dha Defra agus iad ag ullachadh airson a' chiad roinn de làraichean ainmeachadh. Ann an uisgeachan na h-Alba, bha sinn ag obair san t-Samhain 2012 còmhla ri Dualchas Nàdair na h-Alba airson comhairle a thoirt dha Marine Scotland mu Ghlàidhteachas Nàdair co-cheangailte ri MPA. Bithear a' co-chomhairleachadh mu na làraichean a thathas a' moladh ann an 2013. An dèidh comhairle bho JNCC mu chomharrachadh làraichean, chaidh ochd Roinnean Sònraichte Glèidhteachais eile (SAC) a chur gun Choimisean Eòrpach ann an 2012, mar thaic do dh'Òrdugh Àrainnean. Tha a-nise 20 tagraiche SAC thar-tìre ann le leudachd timcheall air 49,450 km², faisg air 7% de dh'uisgeachan thar-tìre na RA, a' toirt dìon do dh'eisimpleirean cudromach de dh'eag-shiostaman mara. Gus taic a thoirt dha Òrdugh nan Eun, lean sinn oirnn cuideachd a' dèanamh adhartas airson comharrachadh Ionadan Sònraichte Dìon mara (SPA) a choileanadh ann an 2015.

Tha Òrdugh Frèam Ro-innleachd na Mara (MSFD) ag iarraidh air Stàitean Ballrachd an AE modhan riaghlaidh riatanach a shuidheachadh airson Deagh Staid Àrainneachd (GES) a choileanadh nan uisgeachan mara ro 2020. Tha JNCC a' toirt comhairle theicnigeach seachad gus taic a chur ri buileachadh MSFD, agus ann an 2012/13, leasaich sinn molaidhean airson targaidean is comharran bith-iomadachd na RA airson GES a mhìneachadh. An dèidh co-chomhairle le na ceithir riaghaltasan anns an RA, chaidh sreath

dheireannach de thargaidean is chomharran a chur gun Choimisean Eòrpach san Dùbhlachd 2012.

Tha JNCC a' toirt comhairle dha gnìomhachas is luchd-riaghlaidh gus dèanamh cinnteach gu bheil leasachaidhean ann an uisgeachan mara thar-tìre a' coileanadh iarrtasan àrainneachdail. Ann an 2012/13, fhuair sinn 572 cothrom obrach foirmeil airson co-chomhairle bho gnìomhachasan ola, gas is togail, agus thug sinn comhairle seachad cuideachd air grunn leasachaidhean mòra ath-nuadhachail a bhathar a' moladh.

'S e prìomh dhleastanas JNCC comhairle mu ghlèidhteachas nàdair eadar-nàiseanta. San Dàmhair 2012, ghabh luchd-obrach JNCC pàirt ann am buidheann-riochdachaidh na RA aig an 11^a Cho-labhairt den a' Cho-chruinneachadh air Iomadachd Bith-eòlasach sna h-Innseachan. Dhaingnich an co-chruinneachadh an dleastanas a thaobh buileachadh Plana Ro-innleachdail na Bith-iomadachd 2011-2020 agus targaidean Aichi, a tha a' toirt structar dha ro-innleachdan bith-iomadachd taobh a-staigh na RA.

Chuir luchd-obrach JNCC cuideachd ri stèidheachadh Àrd-ùrlar Eadar-riaghaltais air Bith-iomadachd is Seirbheisean Eag-shiostaim (IPBES) mar bhuidheann neo-eisimeileach airson bith-iomadachd is eag-shiostaman na planaid a mheas. Chuir sinn taic ri Defra aig an dara làn choinneimh ann am Panama sa Ghiblean 2012, agus thug sinn cothrom dha coimhearsnachdan bith-iomadachd saidheans is poileasaidh na RA obrachadh le IPBES.

Tha Dùthchannan Thall-thairis na RA gu mòr an urra ri an calpa nàdarra airson am fallaineachd dhaonna is eaconamach. Lean JNCC orra ag obair còmhla ri Defra, Oifisean Cèin is a' Cho-fhlaitheis (FCO) agus ri Roinn an Leasachaidh Eadar-nàiseanta airson cuideachadh a thoirt dha Dùthchannan fa leth le bhith a' comharrachadh cùisean bith-iomadachd ris am feumar dèiligeadh airson dealbhachadh feumail eaconamach is bun-structair. Ann an 2012/13, chuir sinn crìoch air pròiseactan anns na h-Eileanan Faclanach agus Eileanan Virgin Bhreatainn (maoinichte le FCO) agus ann an Anguilla (maoinichte le Defra).

Tha na choilean sinn sa bhliadhna a chaidh seachad na dhearbhadh air dìcheall is obair chruaidh luchd-obrach JNCC. Tha iad cuideachd a' sealltainn neart ar com-pàrteachais leis an RA agus le riaghaltasan fèin-riaghlaidh, le buidhnean reachdail eile agus le buidhnean neo-riaghaltais. Tha sinn taingeil airson nan tabhartasan sin uile.

Thairis air na bliadhnaichean ri thighinn, tha e soilleir gum feum JNCC a bhith nas sùbailte a thaobh chuingealachaidhean is phrìomhachasan buidseit airson leasachadh taobh a-staigh Riaghaltas na RA agus riaghaltasan fèin-riaghlaidh. Thig Ath-sgrùdadh trì-bhliadhnaile JNCC gu ceann ann an 2013, agus thathar a' coimhead air adhart ri toradh a nì JNCC nas làidire is nas èifeachdaiche. Bidh sinn cuideachd a' freagairt ri atharrachaidhean san t-saoghal oifigeil air feadh na RA, a' gabhail a-steach stèidheachadh Goireasan Nàdarra na Cuimrigh sa Ghiblean 2013. Tha am plana-gnìomhachais againn airson 2013/14 a' suidheachadh mar a dhèiligeas sinn ri na dùbhlain sin, fhad 's a leanas sinn oirnn a' coinneachadh ri riatanasan riaghaltais airson comhairle air glèidhteachas eadar-nàiseanta is na RA.

An t-Oll. P. Bridgewater (Cathraiche)

Mgr M. J. M. Yeo (Àrd-Oifigear)

Joint Committee and Support Company

The Joint Nature Conservation Committee, originally established under the Environmental Protection Act 1990 and starting operations on 1 April 1991, was reconstituted by the Natural Environment and Rural Communities Act 2006.

The Joint Committee comprises 14 members: a Chair and five independent members appointed by the Secretary of State for Environment, Food and Rural Affairs; the Chair of the Council for Nature Conservation and the Countryside (Northern Ireland); the Chair or Deputy Chair of the Countryside Council for Wales¹, Natural England and Scottish Natural Heritage; and one other member from each of these bodies. The term of appointments for the Chair and independent members is initially for three years. The Chair and independent members may be considered for re-appointment for one further term. Members from the UK nature conservation bodies may continue as members of the Committee as long as they retain their membership of the Councils or Boards of their respective bodies.

Support is provided to the Joint Committee by JNCC Support Co, a company limited by guarantee. The company was established with the consent of the Secretary of State for Environment, Food and Rural Affairs under the provisions of Schedule 4 Para 13 (1) of the Natural Environment and Rural Communities Act 2006. The members of the company are the Joint Committee members. When a member ceases to be a member of the Joint Committee he or she is no longer eligible to be a member of the company. The Company Board comprises all members of JNCC Support Co together with up to four executive directors.

The Committee has adopted the Guidance on Codes of Practice for Board Members of Public Bodies issued by the Cabinet Office, for the purposes of corporate governance.

A register of the interests of all Company Board members is held by the company secretary and may be viewed during office hours at the company's registered office or by request to Ms K Meadows, Monkstone House, City Road, Peterborough, PE1 1JY or communications@jncc.gov.uk.

JNCC offices

Headquarters

Joint Nature Conservation Committee
Monkstone House, City Road, Peterborough, PE1 1JY
Tel: +44 (0)1733 562626 Fax: +44 (0)1733 555948
Web: www.jncc.defra.gov.uk

Aberdeen office

Joint Nature Conservation Committee
Inverdee House, Baxter Street, Aberdeen, AB11 9QA
Tel: +44 (0)1224 266564 Fax: +44 (0)1224 896170

¹ Natural Resources Wales from 1 April 2013.

Senior JNCC staff in 2012/13

Chief Executive	Mr MJM Yeo
Director of Evidence and Advice	Mr PM Rose
Director of Corporate Services	Mrs SE McQueen
Director of Marine Advice	Dr JC Goold
Director of Marine Evidence	Dr SD Gibson

Company Board members in 2012/13

Dr P Bridgewater (Chair)
Mr PM Archdale
Dr R Brown
Mr P Casement
Mr PA Christensen
Mr DJ Crawley (until 31 July 2012)
Mr G Duke
Dr JC Goold *
Professor D Hill
Dr IM Joyce
Mrs SE McQueen *
Mr M Parry
Mr DE Pritchard (until 30 November 2012)
Mr PM Rose *
Mr A Thin
Judith Webb
Professor M Kaiser (from 1 April 2012)
Dr S Walker (from 1 August 2012)
Mr MJM Yeo *

* Executive directors

Company secretary

Mrs SE McQueen

JNCC Support Co information

Company number: 05380206 (England and Wales)

Registered office

Monkstone House
City Road
Peterborough
Cambridgeshire
PE1 1JY

Auditors

Comptroller and Auditor General

Bankers

Lloyds TSB Bank plc
City Office Branch
PO Box 1000
BX1 1LT

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2013

The directors present their report and the financial statements for the year ended 31 March 2013. This report should be read in conjunction with the Governance Statement shown on pages 16 to 27.

JNCC Support Co – history and statutory background

The Joint Nature Conservation Committee (JNCC) is the statutory adviser to the UK Government and devolved administrations on UK and international nature conservation. Its work contributes to maintaining and enriching biological diversity, conserving geological features and sustaining natural systems.

JNCC delivers the UK and international responsibilities of the Council for Nature Conservation and the Countryside, the Countryside Council for Wales, Natural England and Scottish Natural Heritage.

JNCC, originally established under the Environmental Protection Act 1990, was reconstituted by the Natural Environment and Rural Communities Act 2006. JNCC Support Co is a company limited by guarantee established in 2005 whose principal activity is the provision of support to the JNCC.

Funding

The total budget for JNCC is set each year by Ministers of the Department for Environment, Food and Rural Affairs (Defra) after consultation and in agreement with their Scottish, Welsh and Northern Irish colleagues.

The budget comprises three parts:

- ◆ UK co-ordination work funded through the Countryside Council for Wales², Natural England and Scottish Natural Heritage (the GB conservation bodies) and the Department of the Environment in Northern Ireland;
- ◆ reserved work funded by Defra; and
- ◆ marine work, also funded by Defra.

Under the provisions of the Government's alignment process all JNCC's grant-in-aid, including that funded by devolved administrations through the UK conservation bodies, is channelled through Defra and therefore counts towards Defra's Departmental Expenditure Limit.

Funding from other sources, which is usually linked to specific projects, is detailed in the accounts.

Review of business

During the financial year ending 31 March 2013 the company made a significant contribution to nature conservation on both the national and international level through an extensive and varied programme of work. Twenty of the company's 21 priority performance measures were fully or substantially met.

² Natural Resources Wales from 1 April 2013

For the year-ending 31 March 2013 the company made a deficit of £189,573 (deficit of £61,786 in 2011/12). The deficit contributed towards a reduction in total reserves which stand at £23,339 as at 31 March 2013 (£212,912 as at 31 March 2012).

The deficit was caused by costs for contracts let late in the year being higher than anticipated in some cases. In addition, the amount of cash grant-in-aid (GIA) drawn down was lower than budgeted for. The majority of income for JNCC Support Co comes in the form of cash GIA from Defra. This grant is claimed monthly throughout the year. Treasury instructions require arms-length bodies not to draw down GIA in advance of need. The final cash draw down of the year was reduced to ensure that cash balances were not excessive thus reducing overall income while costs were higher than anticipated.

The accounting statements show that staffing costs for the year were £648k higher in 2012/13 than in the previous year. This is mainly because of success in recruiting to the increased number of posts required to support JNCC's marine work. The costs of the exit package required when the UK Nature and Landscape Office in Brussels was closed are also included in this figure.

Administration costs for the year show a decrease when compared to the 2011/12 figures because of the one-off provision for dilapidations made in that year and not required in 2012/13.

The company continues to receive contributions to projects from other organisations in addition to its GIA. These vary from year to year and show an increase in the year ended 31 March 2013 compared to the previous year. This is due in part to contributions received to fund work on ash dieback

Comparison of outturn against budget

The company continues to demonstrate a high level of control over the management of public monies for which it has stewardship responsibilities, and this is shown when the actual spend is compared to the budget for the year. The table below shows that spend was £40k more than the original budget, representing a variance of less than 0.5% for the year.

All figures in £'000	Original Budget*	Outturn	Variance between outturn and original budget	Revised Budget*
Revenue expenditure	10,791	11,200	409	11,241
Capital expenditure	19	163	144	182
Total expenditure	10,810	11,363	553	11,423
Less: Non-GIA income	(1,071)	(1,584)	(513)	(1,684)
Total spend to be met from GIA	9,739	9,779	40	9,739
GIA received	(9,739)	(9,589)	150	(9,739)
(Surplus)/Deficit	0	190	190	0
Net movement to provisions	0	0	0	0
(Surplus)/Deficit	0	190	190	0

* The original budget is based on the JNCC business plan for 2012/13 as approved by Defra and devolved administrations. The revised budget is a final variation of the original budget, adjusted over the course of the year, which is reported to Defra.

Future developments

Guided by our vision and mission, through the provision of evidence, information and advice JNCC will make a distinctive contribution to three inter-related strategic goals in 2013/14:

- i. decisions affecting the natural environment are informed by a sound UK, EU and global evidence base;
- ii. the UK government and devolved administrations meet their international obligations and achieve favourable outcomes for biodiversity in the UK, its Overseas Territories and internationally;
- iii. the UK's offshore marine waters are healthy, clean and biologically diverse.

JNCC's work in 2013/14 will be focused on six objectives:

- i. maintain and develop biodiversity surveillance programmes, sufficient to achieve policy and statutory obligations cost-effectively;
- ii. provide access to, and reporting of, information, evidence and knowledge on UK and international biodiversity and ecosystem services to support decision-making at local to international scales;
- iii. provide advice to enable UK and devolved governments to meet their EU and international obligations for biodiversity and sustainable development;
- iv. enable UK administrations to substantially complete the UK network of well-managed marine protected areas, sufficient to meet national, EU and international requirements;
- v. provide advice on marine biodiversity to enable sustainable management of the offshore environment;
- vi. manage and develop the organisation to identify and meet changing demands and opportunities, maximise its effectiveness in achieving our strategic goals and improve operational efficiency.

In 2013/14, our performance will be measured primarily in terms of delivering outputs of advice, information and services, described in terms of 25 priority performance measures set out in JNCC's business plan, which is approved by Defra and the devolved administrations and is accessible at <http://jncc.defra.gov.uk>.

The work described in the business plan for 2013/14 will contribute to the achievement of the national and international obligations of the UK Government, the Scottish Government, the Welsh Government and the Northern Ireland Executive. Our aim is to continue to be trusted by the four administrations to provide impartial advice based on robust science and evidence.

Work set out in the business plan and JNCC's longer-term objectives will be reviewed in the light of recommendations of JNCC's Triennial Review, which will conclude in summer, 2013. More generally, we will adopt a flexible approach to enable us to be responsive to changing requirements, including future financial pressures, changes arising from the Triennial Review of Natural England and the Environment Agency, the creation of a new Welsh environment body (Natural Resources Wales) in April 2013, and the Scottish independence referendum in autumn 2014.

JNCC will promote a culture of collaborative working and joined-up approaches to the conservation of biodiversity. We will work directly with a large number of other organisations in Government and in civil society, and through this collaborative approach help to:

- ◆ achieve coherence in nature conservation policy and implementation at different geographical scales and across sectors;
- ◆ enable the country conservation bodies and others to contribute to the developing agendas around natural capital, ecosystem services and the ecosystem approach to deliver an enhanced natural environment;
- ◆ ensure the necessary coordination to achieve the successful and timely delivery of nature conservation priorities at a time of reducing resources;
- ◆ maximise returns from investments in research, monitoring and surveillance in order to provide a strong and cost-effective evidence base.

Donations

There were no political or charitable donations made in the financial year ending 31 March 2013.

Personal data

There were no losses of personal data in the financial year ending 31 March 2013.

Our staff

During the year ending 31 March 2013 JNCC Support Co employed, on average, 153 full-time equivalent staff, based in offices in Peterborough and Aberdeen, with out-posted staff in Brussels and the Falkland Islands. The Brussels office was closed during the year. Our staff bring together scientific and technical expertise, extensive knowledge of policy at global, European and national levels, and skills in working with other organisations.

Appointments are made in line with the Civil Service Commissioners' Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition. We promote equality of opportunity for all staff, irrespective of their gender, sexual orientation, marital status, age, disability, race, religion or belief. We seek to provide learning and development opportunities for all staff to maximise effectiveness, increase performance and develop staff for the future. Further details regarding JNCC's remuneration policies can be found in the remuneration report on page 29.

Conditions of employment, policies and procedures are available on the JNCC website, www.jncc.defra.gov.uk. A performance management system is in operation and has been reviewed, enhanced and implemented during the year ending 31 March 2013.

We set out to be a socially responsible organisation, providing flexibility to enable our staff to combine work with family responsibilities and to contribute to the communities they live in.

JNCC employees are covered by the provisions of the Principal Civil Service Pension Scheme (PCSPS). Details of the scheme and the company's liabilities in this regard can be found in the remuneration report and account policies note.

Sickness absence

In 2012/13 the average sickness absence per full-time employee was 5.2 days (2.9 days in 2011/12). This compares favourably with the latest published average level of absence for the civil service which is 7.6 days per staff year³.

Fixed assets

In the financial year ending 31 March 2013 the company spent £111,763 on computer equipment (£38,155 in 2011/12), £26,953 on other equipment (£102,536 in 2011/12), and £24,594 on software licences (£21,882 in 2011/12).

Financial instruments

JNCC is not exposed to significant liquidity, interest rate or exchange rate risk.

Events since the end of the financial year

There are no events that have happened since the end of the financial year to materially affect the contents of these financial statements. The Annual Report and Accounts were authorised for issue on 20 June 2013.

Going concern

The balance sheet at 31 March 2013 shows the reserves of the company as £23,339. The future financing of the JNCC is to be met by grant-in-aid from Defra and the devolved administrations. Grant-in-aid for the year ending 31 March 2014, taking into account the amounts required to meet JNCC's liabilities falling due in that year, has already been included in Defra's and the devolved administrations' estimates for that year, which have been approved by the relevant parliament. It has accordingly been considered appropriate to adopt the going concern basis for the preparation of these financial statements.

The directors are not aware of any significant risk which may have an impact on the ability of the company to continue to operate at the current level of activity.

Risks

Any significant risks identified by management have been reported as part of the Governance Statement commencing on page 16 of this report.

Payment of creditors

JNCC follows the principles of the Better Payment Practice Code, and the policy is to ensure that all payments are made by the due date. This policy is known throughout the organisation and there is a formal complaints procedure to enable suppliers' complaints to be dealt with quickly. 97% of invoices were paid by the due date in the year ending 31 March 2013, a similar level to that achieved in the previous year.

³ <http://www.civilservice.gov.uk/about/improving/health-and-wellbeing/sickness-absence>.

Results and dividends

The company has no issued share capital and consequently the question of the payment of a dividend does not arise. Any surplus at the year end is transferred to the forthcoming year and applied to meet the objectives of the company.

Directors' interests

As the company has no share capital, directors have no rights to subscribe for additional shares or debentures.

The articles of association do not require any of the directors to retire by rotation. However, directors have to retire if they are no longer members of the company or cease to be members of the Executive Management Board. A member will cease to be a member of the Company if they cease to be a member of the Joint Committee.

A register of the interests of all Company Board members is held by the Company Secretary and may be viewed during office hours at the company's registered office or by request to Ms K Meadows, Monkstone House, City Road, Peterborough, PE1 1JY or communications@jncc.gov.uk.

Responsibilities of the Chief Executive

The Chief Executive of JNCC (Mr MJM Yeo) is the Accounting Officer for JNCC, appointed by the Permanent Secretary of the Department for Environment, Food and Rural Affairs.

The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safekeeping JNCC Support Co's assets, are set out in *Managing Public Money* published by the Treasury.

Auditors

Following the passing of the Government Resources and Accounts Act 2000 (Audit of Non-profit-making Companies) Order 2009 the Comptroller and Auditor General (C&AG) is empowered to audit JNCC Support Co's financial statements. The C&AG's certificate and report commence on page 36. The audit fee charged in the Profit and Loss Account was £19,500. The auditor received no fees for non-audit services.

The Chief Executive confirms that:

- ◆ there is no relevant audit information of which the auditor is unaware; and
- ◆ he has taken all the steps he ought to have taken to make himself aware of any relevant audit information and to establish that the JNCC's auditor is aware of that information.

Mr MJM Yeo
Chief Executive
20 June 2013

Annual Governance Statement for Joint Nature Conservation Committee for the year ending 31 March 2013

1. Introduction

The Secretary of State for Environment, Food and Rural Affairs is accountable to UK Parliament for the activities and performance of the JNCC. In the same way, relevant ministers in Scotland, Wales and Northern Ireland are accountable to the Scottish Parliament, the National Assembly for Wales and the Northern Ireland Executive respectively.

The Permanent Secretary of the Department for Environment, Food and Rural Affairs (Defra) appointed me as Accounting Officer for the JNCC with effect from 1 April 2011.

2. Scope of responsibility

As Accounting Officer I have responsibility for maintaining a sound system of internal control for the JNCC. The system of internal control supports the achievement of the JNCC's policies, aims and objectives, whilst safeguarding the public funds and the assets for which I am personally responsible, in accordance with the responsibilities assigned to me in *Managing Public Money*.

3. Governance arrangements

Governance arrangements for the JNCC, and the relationship between the JNCC, UK government departments, devolved administrations and the country nature conservation bodies, are described in an Accountability Framework, Management Statement and Financial Memorandum (all of which were revised in April 2011).

The governance framework of the JNCC

The governance framework of the JNCC is shown diagrammatically in Annex 1. The governance framework, which accords with Treasury guidance, has been in operation at JNCC for the year ended 31 March 2013 and up to the date of approval of the Annual Report and Accounts.

The Joint Committee sets the strategy and programmes of work for the JNCC, in line with the priorities of Defra and the devolved administrations; implementation is monitored by the Company Board. Support is provided to the Joint Committee by a company limited by guarantee, JNCC Support Co, which was incorporated on 2 March 2005. JNCC's annual work programme and associated performance measures are set out in a business plan, which is agreed with ministers following discussion of priorities by the JNCC Sponsors Group. This group comprises representatives from Defra, devolved administrations and the country nature conservation bodies. It meets twice a year. The JNCC Sponsors Group also reviews achievement of programmes.

Joint Committee

Members of the Joint Committee have overall responsibility for fulfilling its statutory functions and promoting the efficient and effective use of resources by the JNCC. The Joint Committee consists of 14 non-executive members. The membership of the Committee is defined in Schedule 4 of the Natural Environment and Rural Communities Act 2006.

The Chair of the Committee is responsible to the Secretary of State. He is responsible for ensuring that policies and actions support ministers' wider strategic policies and deliver high standards of regularity, propriety and value for money. The Chair meets the Defra minister responsible for biodiversity at least twice a year, and environment ministers from each of the devolved administrations at least once a year.

The Committee sets the strategic direction for the JNCC and endorses the organisation's corporate and business plans for final approval by Defra and devolved ministers. It acts as a forum for discussing strategic issues relating to UK and international nature conservation and provides high-level advice on these matters to UK Government and devolved administrations.

The Committee has two standing sub-committees: a Remuneration Committee and a Marine Protected Areas Sub-Group. The Remuneration Committee sets the overall pay remit (including pensions) for staff employed by the company on the Committee's behalf (with the approval of Defra and Treasury as required) and sets and reviews the terms and conditions and performance objectives for the Chief Executive. The Marine Protected Areas Sub-Group advises the Committee, and in some cases makes decisions on Committee's behalf, on matters relating to the identification of marine protected areas (primarily in offshore waters) and the achievement of an ecologically coherent site network in UK waters. In addition, the Chair has delegated authority to establish time-limited sub-groups to deal with specific issues.

In June 2012 the Committee agreed to establish a Triennial Review Sub-Group to consider issues relating to JNCC's Triennial Review. The Sub-Group met for the first time in November 2012.

The Joint Committee has agreed that certain of its functions will be discharged by JNCC Support Co, and has delegated certain of its responsibilities to the company, the Company Board and any employees of the company which the Board considers competent to undertake those responsibilities.

The Joint Committee's delegations are set out in a Schedule of Delegations. The schedule details the matters reserved to the delegating body alongside the areas of responsibility delegated, and requires the body or individuals to whom responsibilities are delegated to escalate any matters that may involve either the company or the Joint Committee in significant risk to their reputations, legal standing or financial positions.

In 2012/13, the Joint Committee met three times. Key items of business during the year included Habitats Directive implementation, options for provision of EU intelligence and advice by JNCC, advice on Marine Conservation Zones and Scottish Marine Protected Areas, revision of Part 1 of the Guidelines for the Selection of Biological Sites of Special Scientific Interest, ash dieback in the UK, sufficiency of the marine Special Areas of Conservation network, JNCC support for the EU Birds Directive, and preparations for JNCC's Triennial Review. The Committee also discussed and approved the business plan for 2013/14. Attendance by Committee members at meetings in 2012/13 was generally good.

In March 2013, the Committee considered a paper on improving governance, in particular to rationalise the relationship between the Committee and the Company Board, clarify accountability, and ensure a stronger role in overseeing organisational performance. Specific proposals for change will be discussed by the Committee in June 2013.

In 2012/13 JNCC received no ministerial directions.

Company Board

The Company Board comprises Joint Committee members and up to four executive Directors. It is accountable to the Joint Committee and is responsible for ensuring responsibilities delegated to the Company by the Joint Committee and other responsibilities derived under company law are discharged effectively. The Board has overall responsibility for discharging the Committee's corporate and business plans and for maintaining an effective framework of corporate governance. This includes maintaining effective systems of risk management and audit, financial management, staff management, information management, health and safety, and planning and monitoring.

In 2011/12 the Board streamlined its arrangements to conduct the majority of its business intersessionally. The Board now meets once a year in June. In addition, the Board members receive quarterly performance reports for JNCC and quarterly reports from the Audit and Risk Management Committee.

The Company Board has two sub-Committees: an Executive Management Board and an Audit and Risk Management Committee. The latter is also directly accountable to the Joint Committee.

Audit and Risk Management Committee

The Audit and Risk Management Committee (ARMC) has an exclusively non-executive membership. Four members are members of the Joint Committee and there is one external member. Its role is to support the Company Board in its responsibilities for issues of risk, control and governance and associated issues. The Committee meets quarterly. In December 2012, a new Chair was appointed as the previous Chair's term of appointment to the Joint Committee had come to an end, and a new member from Scottish Natural Heritage replaced their previous member.

Core ARMC business during 2012/13 included maintaining an overview of internal and external audit (including reviewing all internal audit reports and the annual internal audit assurance report), reviewing the draft Annual Report and Accounts (including the Governance Statement), and approving the corporate risk register. The ARMC included, as part of its management of risk, a review of the 'significant risks' included in the Governance Statement for 2011/12. This was a standing agenda item which also included a discussion on new, emerging and fast-evolving risks. These discussions prompted further debate on how such risks were being managed. The ARMC also considered papers on the results of a risk management survey undertaken with JNCC staff and a revised risk appetite for the organisation.

During 2012/13 JNCC introduced a corporate change plan to manage implementation of change processes across the organisation. The principle underpinning the plan is that the volume of change work should be manageable taking into account the need to maintain ongoing business. The ARMC discussed the corporate change plan in September and will receive an end of year report highlighting major achievements and identifying areas where priorities have changed through the year.

Following a significant under-spend of grant-in-aid at the end of 2011/12, the ARMC considered a paper in June on improving financial management in the organisation. The paper explained problems with spending patterns and how some of the under-spend had been caused by factors beyond the organisation's control. There were however internal issues to address which were dealt with through an action plan agreed by the Executive Management Board. Details of this are contained in section 6 of this Governance Statement.

ARMC considers a wide range of issues and in June received a paper on JNCC's science and evidence standards. The paper provided the Committee with an update on the work undertaken so far to establish a consistent and auditable approach and it is recognised that ARMC has an important role to play in this. As this work progresses, ARMC will receive further updates and provide advice as required.

The ARMC provides quarterly reports on its work to the Company Board and an annual report each June.

Attendance by ARMC members at meetings in 2012/13 was generally very good.

In October 2012, ARMC undertook a self-assessment evaluation. Findings were discussed and areas for future development agreed. These are contained in section 4 of this Governance Statement under effectiveness. The picture presented by the 2012 results was of a high level of effectiveness overall.

Executive Management Board

The Company Board has delegated to the Executive Management Board (EMB) responsibility for directing and managing the affairs of the company to deliver the Joint Committee's corporate and business plans within a framework of effective controls. In 2012/13, EMB comprised the Chief Executive and four executive directors.

In 2012/13, EMB met at least once a month. Core business included reviewing key decisions made by directors, reviewing quarterly performance reports, agreeing priorities and resource allocations for the 2013/14 business plan, managing risks associated with specific areas of work, and advising on issues requiring consideration by the Joint Committee. EMB also discussed a wide range of other issues, including revised financial delegations, staff survey action plan and staff morale, changes to competencies and staff performance management, changes to quarterly reporting and financial management, the internal audit strategy and operational plan for 2013/14, government website rationalisation, the corporate training plan for 2012/13, funding for renewables casework, stakeholder relationship management, business continuity impact assessments, the Civil Service Reform Plan, and preparations for JNCC's Triennial Review. Attendance at meetings was very good with only one apology during the year.

EMB is supported by a number of internal management groups.

Compliance with the NDPB Corporate Governance Code

In 2012/13 JNCC complied with the NDPB Corporate Governance Code with the following exceptions.

- ◆ JNCC does not currently undertake an annual evaluation of Committee and Board performance. The Joint Committee and Audit and Risk Management Committee evaluate their performance at least once every three years; this is commensurate with the size of the Committees and number of meetings each year. In 2012/13 both the Joint Committee and Audit and Risk Management Committee undertook a self-evaluation exercise. The JNCC Chair undertakes an annual performance review for each of the independent members of the Joint Committee. The Executive Management Board will in future conduct an annual review of its performance.

- ◆ JNCC monitors performance in handling Freedom of Information and Environmental Information Regulations requests and reports this information on the JNCC website. Significant resources would be required to develop and implement systems to monitor and report on other correspondence, and there are currently no plans to do this. JNCC has a complaints procedure documented on its website which explains who is responsible for investigating and adjudicating on any complaints. All correspondence is handled on a need to know basis and held in a confidential file with restricted access.

Assessment of governance arrangements

In light of the risks affecting JNCC's business and the new challenges that emerged throughout the year, the governance arrangements remained largely effective. However, some significant internal control issues have been identified (see section 7 of this Governance Statement). Action to improve governance will be taken to address these issues.

In March 2013, JNCC's internal auditors undertook a review of JNCC's governance control framework. They concluded that the Company Board can take substantial assurance that the controls upon which the organisation relies to manage the area of Governance were suitably designed, consistently applied and effective.

4. Effectiveness of Joint Committee, Company Board, Audit and Risk Management Committee and Executive Management Board performance

Performance of Committees and Boards

In October 2012, the Joint Committee undertook a review of its effectiveness. The review highlighted the strengths of the Committee as well as areas for further development. These areas included:

- ◆ fuller integration of the Joint Committee and Company Board to address perceived risks of accountability and board effectiveness;
- ◆ ensuring the degree of independence of JNCC from its sponsors is agreed and understood by all parties;
- ◆ ensuring the current strategic process encourages an iterative dialogue between staff, Committee and the administrations;
- ◆ an appropriate level of time is spent discussing leadership development and training;
- ◆ sufficient time is spent on Committee's succession plans and individual tenure; and
- ◆ the scheduling of meetings across the year is appropriate and the number of Company Board meetings is proportionate with business need.

Taking into account these issues, JNCC's governance arrangements were reviewed in February 2013 and discussed by the Joint Committee in March. Specific proposals for change will be discussed by the Committee in June 2013.

In October 2012 the Audit and Risk Management Committee (ARMC) undertook an assessment of its performance and agreed areas for improvement including:

- ◆ striking an optimal balance between business carried out at meetings and intersessionally;
- ◆ development of a skills profile for members;
- ◆ greater emphasis on succession planning;
- ◆ maintaining close attention to the timetable for production of the Annual Report and Accounts;
- ◆ optimising time for ARMC scrutiny of accounts and external audit reports;
- ◆ reviewing governance architecture following JNCC's Triennial Review, to re-assess delegations and the balance of activity between ARMC and the Company Board.

During 2011/12, EMB reviewed how it conducted its business and agreed some changes to their terms of reference. These changes have given EMB a more strategic focus. More business will be dealt with intersessionally or delegated to staff, freeing up time for EMB to discuss strategic issues. In 2012/13, EMB introduced dedicated sessions to consider strategic issues separate from other business.

5. Risk Profile

Overall risk environment

In 2012/13 the risk environment for JNCC continued to present significant challenges. JNCC was tasked with implementing the nature conservation priorities set for it by the UK Government and devolved administrations during a period of declining budgets in some parts of the organisation coupled with rapid growth in other parts, a continually evolving political context for JNCC's work, and increased scrutiny of outputs and processes. In addition, a Triennial Review of JNCC was initiated towards the end of the financial year.

Risk profile

JNCC takes a balanced approach to risk and is committed to managing risks effectively at all levels in the organisation. We prioritise our effort on addressing the major risks affecting our ability to achieve the targets and performance measures set out in our business plan and our longer-term strategic goals, but accept that exposure to some risks is necessary to enable the effective delivery of objectives. We will take the action needed to safeguard our assets and resources, meet legal requirements and comply with our governance arrangements, but given financial restraints will not always be able to meet best practice. We apply high standards in providing evidence and advice to government, recognising that lowering standards in this area could potentially have serious political and reputational consequences. Political changes, both in Whitehall and the devolved administrations, will present JNCC with particular challenges, e.g. in leading the development of new areas of work, building new partnerships and adopting new working practices. We recognise that these developments will often involve a high degree of risk, and will manage them accordingly.

During 2012/13, high risk work undertaken by JNCC included support for high-priority government commitments (e.g. identification of Marine Conservation Zones and Scottish Marine Protected Areas) and innovative work requiring research and development (e.g. to develop biodiversity targets and indicators for the Marine Strategy Framework Directive).

Key risks

In 2012/13 JNCC's key risks included:

- ◆ insufficient funding to fully meet government priorities and to implement JNCC's strategy over an appropriate timescale;
- ◆ mismatch between staff numbers and competencies and current/future work programmes (in particular multiple internal staff moves, prolonged recruitment timescales, loss of key staff in small teams, and increased workloads);
- ◆ maintaining staff cohesion, morale and motivation in a time of change and shrinking resources;
- ◆ advice provided to Government (or other stakeholders) might be based on an inadequate evidence base and might not be possible to defend when subject to legal challenge;
- ◆ delays to decision-making and missed opportunities because too risk-averse;
- ◆ changes to the status or functions of the country conservation bodies or JNCC's government sponsor bodies;
- ◆ lack of clarity regarding JNCC's role in relation to other government bodies.

Whilst these risks remained high, they were managed effectively through the year.

Self-imposed risk

Most of the risks affecting JNCC's work in 2012/13 were attributable to external factors. The level of self-imposed risk is modest and is largely associated with internally-driven change to improve corporate systems and processes.

Risk management system

Leadership of the risk management process within the JNCC is provided by me as Chief Executive and Accounting Officer. A risk management strategy is in place, which outlines how I and the other executive directors require the organisation to manage risk. The risk management strategy entails embedding the risk management process into each part of the work planning, delivery and reporting process. The Executive Management Board is committed to embedding the principles of effective risk management into the culture of the organisation.

JNCC's risk management strategy has been drawn up and implemented in line with Treasury guidance, and ensures that risks are identified and managed effectively. All significant risks are described in a single corporate risk register. Each risk is owned by an executive director. All project risks are re-appraised at each quarter by project managers and programme leaders who consider changes required to the likelihood and impact of a risk being realised. Significant risks are escalated to directors through a documented process, and are considered by the Executive Management Board as part of a quarterly review of the corporate risk register. Regular consideration and reporting of new or fast-evolving risks is undertaken by the Executive Management Board (monthly) and the Audit and Risk Management Committee (quarterly).

Following a risk management survey undertaken with JNCC staff, an action plan was agreed by EMB and implemented in 2012/13. Actions taken to further embed risk management in

JNCC included providing mandatory training sessions for project managers and programme leaders, producing a summary document of the risk management strategy for staff, and increasing the profile of risk management on the JNCC intranet. All of these actions reinforced the message that an efficient and effective risk management system is a critical management tool used for informed decision-making.

For 2013/14 a new process for assessing programme risks and their impact on delivery of priority performance measures has been developed. This will inform the risks contained in the corporate risk register.

6. Internal control framework

Financial management

The JNCC's system of internal financial control is based on a framework of regular management information, administration procedures including the segregation of duties, and a system of delegation and accountability. In particular, it includes:

- ◆ an online, real-time financial management information system;
- ◆ a Financial Memorandum and Financial Regulations;
- ◆ comprehensive budgeting systems;
- ◆ regular reviews by the Executive Management Board of quarterly financial reports which indicate financial performance against forecasts; and
- ◆ anti-fraud and corruption policy and whistle-blowing policy.

Improving financial management

Following a significant under-spend of grant-in-aid (GIA) in 2011/12, JNCC's Executive Management Board approved an action plan to address the issues which arose, with the aim of preventing a significant under-spend in 2012/13. This action plan also served to meet the requirements of the Treasury document *Improving Spending Control*, published in April 2012. The main actions from the plan are summarised below:

- ◆ set the 2012/13 budget to utilise the anticipated GIA allocated for the year to each funding stream in full;
- ◆ agree a list of contingency work relating to priorities in the business plan for 2012/13 which could be brought on-stream quickly in the event of an under-spend being identified;
- ◆ provide monthly financial reports at programme/project level showing both expenditure to month-end and estimated expenditure as at March 2013;
- ◆ undertake more accurate planning and monitoring of JNCC's salaries budget (which comprises over 50% of total expenditure) against each funding stream;
- ◆ improve the JNCC financial management system to enhance the ability of managers to interrogate the system and to improve the quality, timeliness and comprehensibility of reports;
- ◆ put in place a system to track spend against different GIA funding streams throughout the year;
- ◆ emphasise the importance of robust financial management in staff performance agreements.

Performance management

The JNCC maintains a sound performance management system and in 2012/13 put in place a series of enhancements to increase the timeliness of information and to provide clearer reports. Annual priority performance measures are set through agreement between the Joint Committee and the ministers of the UK and devolved governments through JNCC's business planning process.

During the year, the Executive Management Board undertakes quarterly reviews of the JNCC's performance against its priority performance measures and its financial position, and provides quarterly reports to the Company Board. At the end of the financial year, performance is reported in JNCC's Annual Report and Accounts.

Information management

During 2012/13 improvements were made to the arrangements in place for archiving, storing and backing-up data and information. A new system for storing large amounts of marine survey data has been purchased and is due for deployment early in 2013/14. As a result a new backup solution has been designed to manage the volumes of data and keep the data held at JNCC secure.

During 2012/13 JNCC reviewed its data security arrangements to ensure they meet the highest standards required by Government. A new retention and disposal policy has been drafted. This will be presented to the Executive Management Board for final approval early in 2013/14.

The risk of losing all key data and information, not just sensitive or confidential data, has been reduced by a number of long-standing control measures associated with data backup, the conditions placed in JNCC contracts for the collection of data and information, and data management and access standards. In 2012/13 JNCC implemented a new corporate file structure and information management procedures; this included consolidation to a new shared drive.

In 2012/13 there were no known breaches of the security of confidential data.

Internal audit

With effect from 1 April 2012 internal audit of the JNCC and JNCC Support Co was carried out by RSM Tenon, under the provisions of their framework agreement with Defra. They submit regular reports in accordance with the requirements of Government Internal Audit Standards. Internal audit activity is targeted at assessing the adequacy and effectiveness of the systems of internal control and governance in the areas reviewed. The areas for review are determined by reference to the levels of risk in the corporate risk register and through discussion with executive directors and senior managers. Audit reports include assurance levels for each system on the adequacy and effectiveness of the JNCC Support Co's system of internal control together with recommendations for improvement.

In 2012/13 findings in internal audit reports have painted a varied picture. Two reports received full assurance (key financial controls and corporate/business plan consultation). Two reports (disaster recovery and business continuity and staff induction and training) received an amber/red rating. Overall, there are no serious weaknesses but some additional work is required to ensure risks are managed effectively. Recommendations in relation to disaster recovery and business continuity and staff induction and training have been agreed by management and will be implemented in 2013/14.

For 2012/13 the Head of Internal Audit's opinion was that the JNCC has an adequate and effective system of internal controls which provides reasonable assurance regarding the effective and efficient achievement of the organisation's objectives.

Business continuity

In 2012/13 the JNCC maintained a business continuity plan. An internal audit of this area was carried out in 2012/13 which provided some useful recommendations to take forward. The work area received an amber/red assurance rating.

A business continuity impact assessment of the organisation was undertaken to gain understanding and clarity regarding requirements in the event of a disaster. Managers identified the potential impacts of short and longer-term disruption to their work and the resources required for recovery.

Through the assessment process work areas which should be given priority on resources in the event of a disaster have been identified. Work was also carried out on assessing finance and IT contingency in the event that the building was not accessible, the IT network was down or staff were unavailable for work. The finance and IT teams have robust contingency plans in place and have ensured that the skills and knowledge required to continue business are replicated in two or more staff. For the IT network, a disaster recovery contract is in place to ensure replacement servers are provided and help and support is given to IT staff to enable them to re-instate the network as soon as possible.

Further work in this area will include a biennial review of impact assessments, a facilitated walk-through of a scenario, taking the plan off the written page without the disruption of a full-scale exercise (postponed from 2012/13 due to other work priorities) and a re-assessment of the need for a suitable relocation site and, if necessary, subsequent identification of a site.

7. Significant internal control issues in 2012/13

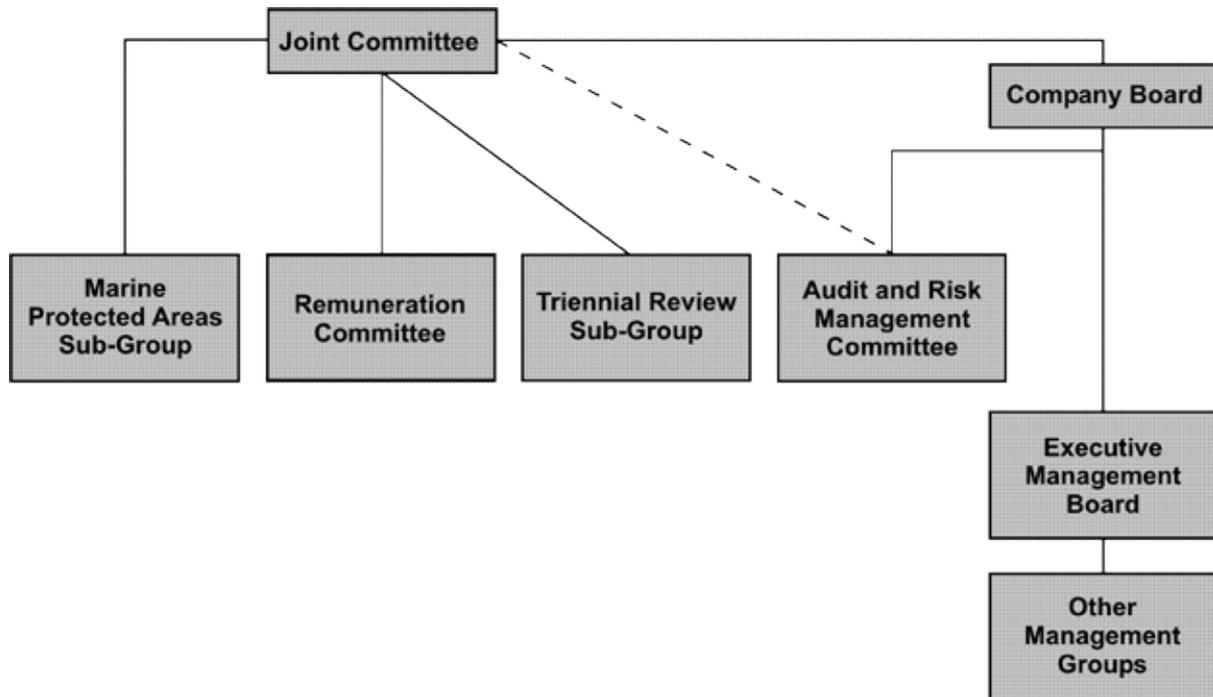
The following table details significant internal control issues that were identified in 2012/13 and summarises the management action taken or to be taken. The extent to which these actions have successfully addressed the control issues will be kept under review during 2013/14, and if necessary additional management action will be taken.

Significant issue	Management action
High turnover of staff in some marine teams and a shortfall in management capacity and skills has resulted in delays to some priority targets and an increased risk of non-compliance with corporate controls.	A phased timetable for recruitment of new marine staff during 2012/13 was successfully implemented, and has substantially increased JNCC's capacity to deliver government priorities. In 2013/14 a series of measures will be introduced to enhance skills, including a core training programme for new staff with additional modules for project and line managers. Where necessary, work will be re-planned to maintain a focus on the highest priorities.
Adequacy of IT infrastructure and data management tools and practices has been eroded by rapid growth in marine data collection.	Action is currently being taken to improve storage and backup to provide capacity for continuing growth for 3-5 years, and to centralise data and software in relation to the use of GIS. To improve data security and business continuity, in 2013/14 datasets will be catalogued, and data management guidance rolled out.
Externally driven change (including JNCC's Triennial Review, preparation for the Spending Review, the Civil Service Reform Plan and the Government's next generation Shared Services Strategy) are likely to create a level of additional work that cannot be absorbed by available resources without risks to delivery/quality.	A small amount of additional resource has been made available for 2013/14. Resources required and the relative priority of work will be kept under review. In relation to shared services, training to upskill 'front line' staff is planned for 2013/14.
Internal structures and processes may no longer be adequate to support the increased volume and complexity of JNCC's marine work and the increasing need to implement matrix management.	A review of marine programme and team structures will be undertaken in 2013/14. Work to clarify requirements for improved marine resource planning will be completed and implementation begun.
Increased complexity in fulfilling JNCC's role and associated risk to relationships arising from increasing divergence in approaches and institutional arrangements arising from devolution and changes in legislation and other Government priorities.	JNCC will maintain close relationships with key stakeholders (primarily UK government departments, devolved administrations and country conservation bodies) to ensure the organisation is responsive to changes, including the establishment of Natural Resources Wales and any changes arising from the Triennial Review of Natural England and the Environment Agency.
Increased risk to delivery of priority performance measures (PPMs) identified in JNCC's business plan because of evolving government requirements, unplanned work in response to novel risks (such as ash dieback) and multiple competing priorities.	Action will be taken to increase scrutiny of PPM delivery by the Executive Management Board, improve dialogue with policy customers in government to ensure a shared understanding of priorities, and to maintain flexibility in work programmes wherever possible.

Significant issue (Cont'd)	Management action (Cont'd)
<p>Uncertainty over long-term funding to support JNCC's role in advising on offshore marine industries to satisfactory standards.</p>	<p>JNCC has recruited the staff necessary to meet current demand for advice on marine industries, using grant-in-aid funding and income from DECC and Crown Estate. JNCC is working towards the introduction of a charging system for discretionary advice to offshore windfarm developers. This is being done within the wider context of improving collaboration between arms-length bodies on marine consenting.</p>
<p>Increased scrutiny of the evidence supporting JNCC's advice and more demand for transparency and freedom of access to evidence bases.</p>	<p>In 2012/13 the importance of evidence quality standards continued to rise as a result of recommendations from the Nature Directives Implementation Review and through initiatives started by Defra's Chief Scientific Adviser. JNCC's evidence standards work has been delayed but measures have been put in place to complete this work early in 2013/14.</p>

Mr MJM Yeo
Chief Executive
20 June 2013

Annex 1 – Relationship of JNCC’s Governance Groups



JNCC Support Co Remuneration Report

Remuneration policy

The remuneration for the JNCC Chair and independent Committee members is set by the Department for Environment, Food and Rural Affairs (Defra).

The remuneration of the Chief Executive is reviewed regularly against the advice issued by the Review Body on Senior Salaries. Any proposed changes are then subject to the approval of Defra.

All pay awards for staff other than the Chief Executive have to conform to the annual Civil Service Pay Guidance document issued by Treasury. This guidance document forms part of the pay remit process, and is intended to ensure that pay awards are affordable, offer value for money, and meet the needs of individual businesses. As part of this process the JNCC has to submit its recommended pay award to Defra, who have delegated authority to approve pay remits that conform to Treasury guidance. Pay remits that do not conform to the guidance require Treasury approval.

The JNCC applies a number of reward principles which aim to:

- ◆ meet business needs of the organisation;
- ◆ be affordable for the organisation in the short and long-term;
- ◆ provide a pay structure which is sustainable in the longer-term;
- ◆ reward, retain and motivate staff;
- ◆ support equal pay;
- ◆ be fair and transparent;
- ◆ ensure that appropriately skilled and experienced staff can be recruited;
- ◆ recognise and reward good performance;
- ◆ offer comparable salary levels with other relative workforce groups;
- ◆ aim to maintain the total staff remuneration package at a level which is appropriate given the financial environment and reflects competitiveness in the appropriate market.

Contracts of employment

Appointments are made in line with the Civil Service Commissioners' Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition but also includes the circumstances when appointments may otherwise be made.

Unless otherwise stated below, the directors and other staff covered by this report hold appointments which are open-ended. Early termination for all staff, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme. However, independent members of the Committee who are appointed by Defra under an instrument of appointment would not be eligible for compensation under the Civil Service Compensation Scheme.

The periods of appointment for independent Committee members are detailed below.

Dr P Bridgewater was re-appointed for a three-year term commencing on 1 October 2010, subsequently extended to 31 May 2014

Dr R Brown was re-appointed for a three-year term commencing on 1 December 2012

Mr G Duke was re-appointed for a three-year term commencing on 1 December 2012

Judith Webb was re-appointed for a three-year term commencing on 1 September 2011

Prof. M Kaiser was appointed for a three year term commencing on 1 April 2012

Further information about the work of the Civil Service Commissioners can be found at www.civilservicecommissioners.gov.uk.

Remuneration (including salary) and pension entitlements

The following sections provide details of the remuneration and pension interests of the most senior JNCC staff, and those of the Chair and independent members of the Committee. JNCC is advised of the salaries of the Chair and independent Committee members by the Department for Environment, Food and Rural Affairs. Members appointed by the country conservation bodies are remunerated directly by those bodies. This information is subject to audit.

Salary

'Salary' includes gross salary and any allowances, such as recruitment and retention allowances, to the extent that it is subject to UK taxation. This report is based on payments made by JNCC Support Co and thus recorded in these accounts.

Benefits in kind

The monetary value of benefits in kind covers any benefits provided by the employer and treated by Her Majesty's Revenue and Customs as a taxable emolument. At the present time, no senior member of staff of JNCC Support Co is in receipt of taxable benefits.

Bonuses

Bonuses are based on performance levels and are made as part of the formal staff appraisal process. The bonuses awarded in 2012/13 relate to performance in 2011/12.

JNCC also operates a reward and recognition scheme where individuals receive bonuses of up to £200. These are paid on a quarterly basis.

JNCC Support Co - Remuneration (audited figures)

Committee members:	Period of appointment	Days service 2012/13	Salary 2012/13 £ 000s	Salary 2011/12 £ 000s
Chair				
Dr P Bridgewater	01.10.2007 to 31.05.2014	104	40 - 45	40 – 45
Independent members				
Prof LM Warren	01.04.2006 to 31.03.2012	0	0	5 – 10
Mr DE Pritchard	01.12.2006 to 30.11.2012	28	5 – 10	10 – 15
Judith Webb	01.09.2008 to 31.08.2014	30	5 – 10	5 – 10
Dr R Brown	01.12.2009 to 30.11.2015	30	5 – 10	5 – 10
Mr G Duke	01.12.2009 to 30.11.2015	30	5 – 10	5 – 10
Prof M Kaiser	01.04.2012 to 31.03.2015	30	5 – 10	0

No Committee members received bonus payments in either 2012/13 or 2011/12.

JNCC Support Co - Remuneration (audited figures)

Senior Staff:	Appointment Date*	2012/13		2011/12	
		Salary £ 000s	Bonus Payments £ 000s	Salary £ 000s	Bonus Payments £ 000s
Chief Executive					
Mr MJM Yeo	09.09.2009	80 - 85	0	80 - 85	0
Other Directors					
Dr JC Goold	01.10.2008	50 - 55	0	50 - 55	0
Mrs SE McQueen ¹	09.09.2009	30 - 35	0	30 - 35	0
Mr PM Rose	03.05.2010	50 - 55	0	50 – 55	0
Dr SD Gibson ²	22.08.2011	50 - 55	0	50 - 55	0 – 5

No benefits in kind were paid in either 2012/13 or 2011/12.

* Appointment date reflects the date at which the individual attained their current status as a senior staff member, which may not be the date at which the individual first joined JNCC.

1. Mrs SE McQueen is employed on a part-time basis. Her salary for 2012/13 expressed as a full-year equivalent falls in the band £50-55,000k (unchanged from 2011/12).

2. In 2011/12 Dr SD Gibson was on temporary promotion to the Executive Management Board but was an existing full-time employee of JNCC Support Co. Dr Gibson's promotion is now permanent but he is not a member of the company board.

JNCC Support Co - Pension benefits (audited figures)

Senior Staff:	Total accrued pension at age 60 at 31/03/13 and related lump sum £ 000s	Real increase in pension and related lump sum at age 60 £ 000s	CETV at 31/03/13 £ 000s	CETV at 31/03/12 £ 000s	Real Increase in CETV £ 000s
Chief Executive					
Mr MJM Yeo	30 - 35 LS 0	0 - 2.5 LS 0	452	398	28
Other Directors					
Dr JC Goold	5 - 10 LS 0	0 - 2.5 LS 0	62	46	9
Mrs SE McQueen	15 - 20 LS 45 - 50	0 - 2.5 LS 0 - 2.5	233	220	0
Mr PM Rose	10 - 15 LS 40 - 45	0 - 2.5 LS 0 - 2.5	251	232	5
Dr SD Gibson	10 - 15 LS 35 - 40	0 - 2.5 LS 2.5 - 5	208	183	13

The CETV at 31/03/2012 for Dr JC Goold was stated as £43,000 in the 2011/12 Remuneration Report because different factors were used by the actuaries in the calculation of the CETV at that time.

JNCC Support Co - Remuneration ratio (audited figures)

Reporting bodies are required to disclose the relationship between the remuneration of the highest-paid director in the organisation and the median remuneration of the organisation's workforce.

The banded remuneration of the highest-paid director in JNCC Support Co for 2012/13 was £80 - 85,000 (unchanged from 2011/12). This was 3.1 times the median remuneration of the workforce (unchanged from 2011/12), which was £26,533 (unchanged from 2011/12).

No employees received remuneration in excess of the highest paid director in either 2012/13 or 2011/12.

Total remuneration includes salary, non-consolidated performance related pay, benefits-in-kind, as well as severance payments. It does not include employer pension contributions and the cash equivalent value of pensions.

	2012/13	2011/12
Band of highest paid director's remuneration (£ 000s)	80 - 85	80 - 85
Median total	£26,533	£26,553
Remuneration Ratio	3.1	3.1

Civil Service pensions

Pension benefits are provided through the Civil Service pension arrangements. From 30 July 2007, civil servants may be in one of four defined benefit schemes; either a final salary scheme (**classic**, **premium** or **classic plus**), or a whole career scheme (**nuvos**). These statutory arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions payable under **classic**, **premium**, **classic plus** and **nuvos** are increased annually in line with Pensions Increase legislation. Members joining from October 2002 may opt for either the appropriate defined benefit arrangement or a 'money purchase' stakeholder pension with an employer contribution (**partnership** pension account).

Employee contributions are salary-related and range between 1.5% and 3.9% of pensionable earnings for **classic** and 3.5% and 5.9% for **premium**, **classic plus** and **nuvos**. Increases to employee contributions will apply from 1 April 2013. Benefits in **classic** accrue at the rate of 1/80th of final pensionable earnings for each year of service. In addition, a lump sum equivalent to three years initial pension is payable on retirement. For **premium**, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike **classic**, there is no automatic lump sum. **Classic plus** is essentially a hybrid with benefits for service before 1 October 2002 calculated broadly as per **classic** and benefits for service from October 2002 worked out as in **premium**. In **nuvos** a member builds up a pension based on his pensionable earnings during their period of scheme membership. At the end of the scheme year (31 March) the member's earned pension account is credited with 2.3% of their pensionable earnings in that scheme year and the accrued pension is uprated in line with Pensions Increase legislation. In all cases members may opt to give up (commute) pension for a lump sum up to the limits set by the Finance Act 2004.

The **partnership** pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 3% and 12.5% (depending on the age of the member) into a stakeholder pension product chosen by the employee from a panel of three providers. The employee does not have to contribute, but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.8% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are already at or over pension age. Pension age is 60 for members of **classic**, **premium** and **classic plus** and 65 for members of **nuvos**.

Pension benefits for the Chairman are provided broadly by-analogy with the Civil Service pension scheme. This is because the Chairman cannot be pensioned in the same scheme as staff but may have access to similar types of benefits. The other independent Committee members do not receive pension benefits.

Further details about the Civil Service pension arrangements can be found at the website <http://www.civilservice.gov.uk/my-civil-service/pensions/index.aspx>.

Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the pension benefits they have accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

The figures include the value of any pension benefit in another scheme or arrangement which the member has transferred to the Civil Service pension arrangements. They also include any additional pension benefit accrued to the member as a result of their buying additional pension benefits at their own cost. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008 and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

The real increase in the value of the CETV

This reflects the increase in CETV that is funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and use common market valuation factors for the start and end of the period.

Mr MJM Yeo
Chief Executive
20 June 2013

Statement of Directors' Responsibilities

Under Section 393 of the Companies Act 2006 directors of a company must not approve accounts unless they are satisfied that they give a true and fair view of the assets, liabilities, financial position and profit or loss of the company.

Section 394 of the Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit and loss of the company for that period. In preparing those financial statements, the directors are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable accounting standards have been followed, subject to any material departures disclosed and maintained in the financial statements;
- ◆ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Where amounts are presented within items in the profit and loss account and balance sheet, the directors have had regard to the substance of the reported transactions or arrangement, in accordance with generally accepted accounting principles or practice. In the case of each of the persons who are directors at the time when the directors' report is approved:

- ◆ so far as the directors are aware, there is no relevant audit information (information needed by the company's auditors in connection with preparing the report) of which the company's auditors are unaware; and
- ◆ each director has taken all the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO THE MEMBERS OF THE JOINT NATURE CONSERVATION COMMITTEE SUPPORT CO

I certify that I have audited the financial statements of the Joint Nature Conservation Committee Support Co for the year ended 31 March 2013 under the Government Resources and Accounts Act 2000. The financial statements comprise the Profit and Loss Account, Balance Sheet, Cash Flow Statement, Statement of Total Recognised Gains and Losses and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). I have also audited the information in the Remuneration Report that is described in that report as having been audited.

Respective responsibilities of the directors and the auditor

As explained more fully in the Statement of Directors' Responsibilities, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit, certify and report on the financial statements in accordance with the Government Resources and Accounts Act 2000. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition I read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my certificate.

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by Parliament and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on regularity

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by Parliament and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on financial statements

In my opinion:

- § the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2013 and of the loss for the year then ended;

- § the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- § the financial statements have been prepared in accordance with the Companies Act 2006.

Opinion on other matters

In my opinion:

- § the part of the Remuneration Report to be audited has been properly prepared in accordance with the Government Financial Reporting Manual; and
- § the information given in the Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- § adequate accounting records have not been kept by the company, or returns adequate for my audit have not been received from branches not visited by my staff; or
- § the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records and returns; or
- § I have not received all of the information and explanations I require for my audit; or
- § the Governance Statement does not reflect compliance with HM Treasury's guidance.

Report

I have no observations to make on these financial statements.

Amyas C E Morse
Comptroller and Auditor General

National Audit Office
157-197 Buckingham Palace Road
Victoria
London
SW1W 9SP

July 2013

Profit and Loss Account for the year ended 31 March 2013

	Note	2012/13 £	2011/12 £
Turnover	2	11,009,335	10,720,659
Cost of activities	2	(9,258,826)	(8,559,780)
Gross profit		1,750,509	2,160,879
Administrative expenditure	3	(2,013,736)	(2,338,838)
Operating loss	2	(263,227)	(177,959)
Transfer from deferred income relating to capital assets depreciation and disposals	15	73,222	115,791
Loss on ordinary activities before interest		(190,005)	(62,168)
Other interest receivable and similar income		541	478
Loss on ordinary activities before taxation		(189,464)	(61,690)
Tax on interest receivable		(108)	(96)
Loss for the financial year		(189,572)	(61,786)

The company has made no acquisitions nor discontinued any operations during 2012/13 therefore turnover is derived entirely from continued operations.

The notes commencing on page 42 form part of these accounts.

Statement of total recognised gains and losses for the year ended 31 March 2013

	Note	2012/13	2011/12
		£	£
Loss for the financial year		(189,572)	(61,786)
Capital grant for the purchase of assets	19	163,310	162,573
Total gains/(losses) relating to and recognised in the year		<u>(26,262)</u>	<u>100,787</u>

The notes commencing on page 42 form part of these accounts.

Balance sheet as at 31 March 2013

	Note	As at 31 March 2013		As at 31 March 2012 (restated)	
		£	£	£	£
Fixed assets					
Intangible assets	9		93,458		76,828
Tangible assets	10		353,089		279,630
			446,547		356,458
Current assets					
Cash at bank and in hand	11	786,743		607,961	
Debtors	12a	331,496		563,590	
		1,118,239		1,171,551	
Creditors					
Amounts falling due within one year	13a	(919,899)		(783,638)	
Net current assets			138,340		387,913
Total assets less current liabilities			644,887		744,371
Provisions for liabilities	16		(300,000)		(300,000)
Deferred income to be utilised after more than one year	14		(321,547)		(231,459)
Net assets			23,340		212,912
Capital and reserves					
Profit and loss account	18		23,340		212,912
Total reserves			23,340		212,912

The balance sheet for 2011/12 has been restated to reflect reporting changes made in notes 13a and 14.

The Financial Statements on pages 38 to 41 were approved by the board of directors on 20 June 2013 and signed on its behalf.

Mr MJM Yeo
Chief Executive

The notes commencing on page 42 form part of these accounts.

Cashflow statement for the year ended 31 March 2013

	Note	2012/13 £	2011/12 £
Net cash inflow from operating activities	19	341,659	207,256
Taxation			
Corporation Tax	2	(108)	(96)
Capital expenditure			
Purchase of fixed assets	19	(163,310)	(162,573)
Returns from investments and servicing of finance			
Interest received	2	541	478
Increase in cash	11	178,782	45,065
Reconciliation of net cash flow to movement in net funds			
Net funds at the beginning of the period	11	607,961	562,896
Net funds at the end of the period	11	786,743	607,961

The notes commencing on page 42 form part of these accounts.

JNCC Support Co notes to the Financial Statements for the year ended 31 March 2013

1. Accounting policies

Statement of accounting policies

The financial statements are intended, without limiting the information given, to conform to the requirements of the Companies Act 2006 and the Statements of Standard Accounting Practice and Financial Reporting Standards issued or approved by the Accounting Standards Board insofar as these requirements are appropriate. Where the requirements do not conflict with the Government Financial Reporting Manual (FRoM) information has been presented utilising the FRoM requirements.

Where the requirements of the Companies Acts or the FRoM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the JNCC Support Co, for the purpose of giving a true and fair view, has been selected.

The financial statements conform to the provisions of the Companies Act 2006 and the UK Generally Accepted Accounting Practice (GAAP) which does not require adoption of the International Financial Reporting Standard (IFRS). The Executive Management Board considers that the adoption of IFRS would not improve the understanding of the Financial Statements and have therefore decided not to adopt IFRS within these statements.

Changes made to accounting policies for the year ending 31 March 2013

There have been no changes to accounting policies during the year.

Accounting convention

These financial statements have been prepared under the historical cost convention.

Estimation

In the view of the Executive Management Board no estimation techniques have been adopted in the preparation of these financial statements which are significant for the purposes of paragraph 57 of the FRS 18.

Turnover

The principal form of income is grant-in-aid received from the Department for Environment, Food and Rural Affairs. This is treated as income in the accounts as it is provided to enable JNCC Support Co to provide the services necessary to support the Joint Nature Conservation Committee in the delivery of its objectives.

The bulk of the remaining turnover is in the form of contributions to project work, plus further income comprising grants from European Union sources, income for the provision of advice, royalties, and amounts generated by sales of publications.

Expenditure is stated gross of VAT because as a public sector organisation JNCC is only able to reclaim a fraction of the VAT paid on expenses incurred as part of its normal business. However, all income is stated net of VAT and trade discounts.

Going concern

Grant-in-aid for 2013/14, taking into account the amounts required for JNCC Support Co's liabilities falling due in that year, has already been approved by UK Parliament, the Scottish Parliament, the National Assembly for Wales and the Northern Ireland Assembly. It is therefore considered appropriate that these financial statements have been prepared on a going concern basis.

Fixed assets

JNCC has elected to value fixed assets at depreciated historic cost as a proxy for fair value on the basis that the assets are low value and/or have short useful economic lives. This approach is permitted under paragraph 6.2.6 (h) of the FReM 2012/13.

Individual assets costing £2,000 or more including VAT are capitalised as tangible or intangible assets, assuming they are intended to be used on a continuing basis. These assets are valued at depreciated historical cost. Assets costing less than £2,000 are charged to the profit and loss account in the year of purchase.

Depreciation

Depreciation is provided on all tangible and intangible fixed assets at rates calculated to write off the cost or valuation of each asset evenly over its expected useful life. Standard write-off periods, shown below, are normally used, although alternative lives may be used where relevant information is available to ascribe a more accurate expected useful life:

Leasehold premises and fixtures	over the period of individual leases
Computer equipment	5 years
Other equipment	5 to 10 years
Software licences	5 years

Where an asset is still being used at the end of the original write-off period, the write-off period is extended, where material, to reflect the asset's revised economic life and previous depreciation is recalculated.

Depreciation is charged on a monthly basis from the date of purchase.

Research and development

The company writes off all expenditure on research and development in the year it occurs.

Foreign exchange

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Receipts received in foreign currencies are normally converted to sterling on the day of receipt unless JNCC will be making payments to third parties in the currency received.

Transactions in foreign currencies are translated into sterling at the rate ruling at the date of the transaction. Exchange differences are recognised in the profit and loss account.

Leases

Rental costs arising in respect of operating leases are charged to the profit and loss account over the life of each lease. JNCC Support Co is making no payments in respect of assets acquired by means of finance leases.

Pension costs

Pension benefits are provided through the PCSPS, full details of which are described within the remuneration report.

Although the PCSPS is a defined benefit scheme, entities such as JNCC Support Co covered by the scheme recognise the cost of the elements on a systematic and rational basis over the period during which it benefits from employees' services, by payment to the PCSPS of amounts calculated on an accruing basis. Liability for payment of future benefits is a charge on the PCSPS.

Note 6 provides details of JNCC Support Co's pension costs.

The Chair is entitled to a pension scheme but is not eligible to join the Principal Civil Service Pension Scheme (PCSPS), under its current rules. An individual "by analogy to the PCSPS" scheme has been established to provide a pension for the Chair. Any ongoing liability arising from this arrangement will be borne by JNCC Support Co. The directors consider that the on-going cost of the "by-analogy" pension scheme is not material. Therefore the cost of the pension will be charged to the profit and loss account in the years that it is paid.

Early departure costs

JNCC Support Co is required to meet the additional costs of benefits beyond the normal PCSPS benefits in respect of certain qualifying employees who retire early. These benefits conform to the rules of the PCSPS. JNCC Support Co bears the costs of these benefits until normal retiring age of the employees retired under the Early Retirement Scheme.

The total pension liability up to normal retiring age in respect of each employee is charged to the net expenditure account, in the year in which the employee takes early retirement and a provision for future pension payments is created. Pensions and related benefits payments to the retired employee are then charged annually against the provision.

No early retirements have taken place or been approved since 31 March 2010.

Grants received

Grant-in-aid received of a revenue nature is credited to income for the year to which it relates. Grants received from sources other than Government grants, including from European Union sources, are matched to the corresponding project expenditure in the year in which it is incurred.

Grant-in-aid received for the purchase of capital assets is treated as deferred income and released to the profit and loss account over the useful life of the asset concerned.

In respect of European Union funding, where JNCC Support Co was acting as the lead partner in respect of joint projects and where income for this work has been channelled to the individual partners through the lead partner, only income and expenditure related to JNCC's own work is shown in the financial statements. Any cash received by JNCC Support

Co, but not distributed to the partners as at the date of the balance sheet, is shown as a third party asset in the balance sheet.

Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets and financial liabilities would be recognised in the balance sheet if the JNCC became a party to the contractual provisions of an instrument.

The JNCC has no borrowings and relies primarily on grant-in-aid from Defra and the devolved administrations for its cash requirements and is therefore not exposed to liquidity risks. All material assets and liabilities are denominated in sterling so the company is not exposed to significant currency risk.

Taxation

Corporation Tax

JNCC Support Co does not trade with a view to profit and therefore its Corporation Tax liability is limited to paying tax on any interest receivable.

Value Added Tax

Most of the activities of JNCC Support Co are outside the scope of VAT so in general output tax does not apply and input tax on purchases is not recoverable. Expenditure is therefore charged gross to the relevant expense category or included in the capitalised purchase cost of fixed assets. Where output tax is charged the amounts are stated net of VAT. As JNCC makes exempt supplies for VAT it has partially exempt status. JNCC uses an agreed formula to enable the quarterly calculation of the amount of reclaimable input tax, which is credited to the profit and loss account.

The amount of reclaimable input tax is small and is therefore shown as a credit to the profit and loss account. During 2012/13 the amount of reclaimed input tax was £7,383 (£9,197 in 2011/12)

JNCC Support Co receives grant-in-aid from the Department for Environment, Food and Rural Affairs and the devolved administrations, and this is treated as non-business income for the purposes of VAT.

Provisions

In accordance with FRS12, JNCC provides for obligations arising from past events where it is probable that it will be required to settle the obligation and a reliable estimate of it can be made. Future costs are not discounted unless this would significantly affect the valuation of an obligation.

2. Detailed trading profit and loss account for the year to 31 March 2013

	2012/13		2011/12	
	£	£	£	£
Turnover				
JNCC grant-in-aid		9,425,691		9,349,426
European Union funding		71,067		83,226
Contributions to projects		1,307,786		1,058,014
Royalties		3,335		3,096
Scientific advice and information		150,869		144,880
Publication sales		6,895		10,396
Other receipts		43,692		71,621
		11,009,335		10,720,659
Cost of activities				
Conservation support	3,271,960		3,235,534	
Publicity and information	113,628		99,234	
Direct staff costs	<u>5,873,238</u>		<u>5,225,012</u>	
		(9,258,826)		(8,559,780)
Gross profit		1,750,509		2,160,879
Administrative expenditure				
Directors' emoluments	367,572		368,685	
Other administrative costs	<u>1,646,164</u>		<u>1,970,153</u>	
		(2,013,736)		(2,338,838)
Operating gain/(loss)		(263,227)		(177,959)
Transfer from deferred income		73,222		115,791
Gain/(loss) on ordinary activities before interest		(190,006)		(62,168)
Other interest receivable and similar income		541		478
Gain/(loss) on ordinary activities		(189,465)		(61,690)
Less tax on profit on investment activities		(108)		(96)
Gain/(loss) after tax		(189,572)		(61,786)
Operating gain/loss				
		2012/13		2011/12
This is stated after charging		£		£
Total directors' emoluments		367,572		368,685
Auditors' remuneration		19,500		19,500
Depreciation and amortisation of owned assets		67,869		98,187
Pension costs		861,394		797,784
Operating lease rentals		<u>302,128</u>		<u>287,539</u>

3. Schedule of overhead expenses for the year ended 31 March 2013

	2012/13		2011/12	
	£	£	£	£
Directors' emoluments				
Directors' remuneration	315,894		317,647	
Contributions to directors' pensions	51,678		51,038	
		367,572		368,685
Other administrative costs				
Cash items				
Auditors' remuneration	19,500		19,500	
Rental costs under operating leases	302,128		287,539	
Accommodation costs	285,505		304,231	
Information technology	223,270		220,004	
Human resources	124,804		116,144	
Travel and subsistence	477,314		476,622	
Printing, postage, stationery and subscriptions	40,885		54,371	
Other expenses	26,927		21,960	
Less reclaimed VAT	(7,383)		(9,197)	
Legal and professional fees	31,009		27,716	
Consultancy	45,961		32,723	
Bank charges	2,077		1,595	
Exchange rate losses	945		1,154	
		1,572,942		1,554,362
Non-cash items				
Depreciation and amortisation for the year	126,304		100,824	
Asset life and reinstated asset adjustments	(58,408)		0	
Additions to provisions	0		300,000	
(Profit)/loss on disposal of assets	5,326		14,967	
		73,222		415,791
Administrative expenses		2,013,736		2,338,838

4. Director's emoluments

	2012/13	2011/12
	£	£
Directors' emoluments	315,894	317,647
Company contributions to defined benefit schemes in relation to directors' pensions	51,678	51,038
	367,572	368,685

The four executive directors accrued retirement benefits in respect of qualifying service for the defined benefit scheme during the year.

The above details include the following amounts in respect of the highest paid director:

	2012/13	2011/12
	£	£
Highest paid director's emoluments	85,000	84,764
Company contributions to money purchase schemes in relation to the highest paid director's pension	20,655	20,598
	105,655	105,362

At 31 March 2013 the highest paid director had accrued a pension of £32,355 (£29,342 at 31 March 2012) with no accrued lump sum.

5. Staff costs

The aggregate payroll costs were as follows:

	2012/13	2011/12
	£	£
Directors' emoluments	315,894	317,647
Other wages and salaries	4,672,487	4,125,328
Social security costs	391,035	350,364
Other pension costs	861,394	833,152
	6,240,810	5,626,491

6. Pension Costs

The Principal Civil Service Pension Scheme (PCSPS) is an unfunded multi-employer defined benefit scheme but the Joint Nature Conservation Committee is unable to identify its share of the underlying assets and liabilities. The scheme actuary valued the scheme as at 31 March 2007. Details can be found in the resource accounts of the Cabinet Office: Civil Superannuation www.civilservice-pensions.gov.uk.

For 2012/13, employers' contributions of £841,387 (£778,155 in 2011/12) were payable to the PCSPS at one of four rates in the range 16.7% to 24.3% of pensionable pay, based on salary bands. The scheme's actuary reviews employer contributions usually every four years following a full scheme valuation. For 2013/14, the rates will remain in the range 16.7% to 24.3%. The contribution rates are set to meet the cost of the benefits accruing during 2013/14 to be paid when the member retires and not the benefits paid during this period to existing pensioners.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employer's contributions of £17,946 (£17,418 in 2011/12) were paid to one or more of the panel of three appointed stakeholder pension providers. Employer contributions are age-related and range from 3% to 12.5% of pensionable pay. Employers also match employee contributions up to 3% of pensionable pay. In addition, employer contributions of £1,360, 0.8% of pensionable pay, were payable to the PCSPS to cover the cost of the future provision of lump sum benefits on death in service and ill health retirement of these employees (£1,509 in 2011/12).

Contributions due to the partnership pension providers at the balance sheet date were £1,439 (£1,549 at 31 March 2012). There were no prepaid contributions at this date.

7. Civil service compensation schemes

Redundancy and other departure costs have been paid in accordance with the provision of the Civil Service Compensation Scheme, a statutory scheme made under the Superannuation Act 1972. Exit costs are accounted for in the year of departure.

In the year ended 31 March 2013, JNCC paid one exit package under the Civil Service Compensations Scheme (none in 2011/12) the total cost of which was £100,453.

8. Staff numbers

The average number of full-time equivalent (FTE) persons employed by the company, including directors, during the year was as follows:

	2012/13 FTEs	2011/12 FTEs
Executive directors	4	4
Chairman and non-executive directors	1	1
Management	7	7
Operational	110	98
Administration	28	25
IT	3	3
Total	153	138

9. Intangible fixed assets

	Software licences £
Cost	
At 1 April 2012	215,212
Additions during year	24,594
Disposals	(11,454)
At 31 March 2013	228,352
Amortisation	
At 1 April 2012	138,384
Charge for the year	37,204
Amortisation on disposals	(11,454)
Asset life adjustments	(29,240)
At 31 March 2013	134,894
Net Book Value	
At 1 April 2012	76,828
At 31 March 2013	93,458

Intangible assets represent the value of the software licences held. Intangible assets are disposed of when no longer used or when superseded by an upgrade, in which case a new asset is created, reflecting the cost of the upgrade.

Asset life adjustments represent the reversal of accumulated depreciation on assets that have had their useful economic lives extended to reflect their continued use by JNCC.

10. Tangible fixed assets

	Leasehold properties and fixtures	Computer equipment	Other equipment	Total
Cost	£	£	£	£
At 1 April 2012	109,926	309,398	217,648	636,972
Additions during year	0	111,763	26,953	138,716
Disposals	(0)	(4,950)	(82,701)	(87,651)
At 31 March 2013	109,926	416,211	161,900	688,037
Depreciation				
At 1 April 2012	98,076	165,662	93,604	357,342
Charge for the year	6,502	51,485	31,112	89,099
Depreciation on disposals	0	(4,950)	(77,375)	(82,325)
Asset life adjustments	(9,285)	(18,025)	(1,858)	(29,168)
At 31 March 2013	95,293	184,172	45,483	334,949
Net Book Value				
At 1 April 2012	11,850	143,736	124,044	279,630
At 31 March 2013	14,633	222,039	116,417	353,089

Asset life adjustments represent the reversal of accumulated depreciation on assets that have had their useful economic lives extended to reflect their continued use by JNCC.

11. Cash at bank and in hand

	1 April 2012	Cash flows	31 March 2013
	£	£	£
Analysis of changes in net funds			
Cash at bank	607,462	179,097	786,559
Cash in hand	499	(315)	184
Total cash	607,961	178,782	786,743

12a. Debtors - amounts falling due within one year

	2012/13	2011/12
	£	£
Trade debtors	108,583	312,997
Other debtors	4,250	1,450
Prepayments and accrued income	218,663	249,143
	331,496	563,590

The balance relating to trade debtors was reviewed at year end and no provision for bad debts was deemed necessary.

12b. Intra-government balances

	2012/13	2011/12
	£	£
Balances with other central government bodies	143,294	312,997
Balances with local authorities	0	0
Intra-government balances	143,294	312,997
Balances external to government at 31 March	188,202	250,593
Total debtors as at 31 March	331,496	563,590

13a. Creditors - amounts falling due within one year

	2012/13	2011/12 (restated)
	£	£
Trade creditors	117,923	0
Other creditors	103,578	89,769
Taxation and social security	172,171	145,845
Total creditors	393,672	235,614
Accruals	179,699	221,331
Deferred income	221,528	201,693
Deferred income relating to capital grants to be utilised within one year	125,000	125,000
	919,899	783,638

Figures for 2011/12 have been restated to include deferred income that will be utilised within one year.

13b. Intra-government balances

	2012/13	2011/12 (restated)
	£	£
Balances with other central government bodies	332,491	273,574
Intra-government balances	332,491	273,574
Balances external to government at 31 March	587,408	510,064
Total creditors as at 31 March	919,899	783,638

Figures for 2011/12 have been restated to include deferred income that will be utilised within one year.

14. Deferred Income relating to capital grants to be utilised after more than one year

	2012/13	2011/12 (restated)
	£	£
Total deferred income relating to capital grants	446,547	356,459
Less deferred income relating to capital grants to be utilised within one year	(125,000)	(125,000)
Deferred income relating to capital grants to be utilised after more than one year	321,547	231,459

Figures for 2011/12 have been restated to exclude deferred income that will be utilised within one year.

15. Movement on deferred income relating to capital grants

	2012/13	2011/12
	£	£
Capital grant for the purchase of intangible assets	24,594	21,882
Capital grant for the purchase of tangible assets	138,716	140,691
Transfer to P&L of amortisation for the year	(37,204)	(33,670)
Transfer to P&L of depreciation for the year	(89,099)	(67,154)
Tangible asset disposals at cost for the year	(87,651)	(97,949)
Depreciation on disposal for the year	82,324	82,982
Transfer from P&L of depreciation arising on extending Useful Economic Life of assets	29,240	0
Transfer to P&L to adjust previously disposed assets	29,168	0
Movement in year	90,088	46,782

16. Provisions for liabilities

	Pensions and similar obligations	Other provisions	Total provisions
	£	£	£
2012/13			
Balance at 1 April	0	300,000	300,000
Provision for year	0	0	0
Utilised in the profit and loss account	0	0	0
Released to the profit and loss account	0	0	0
Balance at 31 March	<u>0</u>	<u>300,000</u>	<u>300,000</u>
2011/12			
Balance at 1 April	32,794	0	32,794
Provision for year	0	300,000	300,000
Utilised in the profit and loss account	(32,794)	0	(32,794)
Released to the profit and loss account	0	0	0
Balance at 31 March	<u>0</u>	<u>300,000</u>	<u>300,000</u>

The provision of £300,000 created in 2011/12 represents the expected cost of dilapidations that will be required when JNCC ceases to occupy Monkstone House. This is expected to happen either at the end of the Monkstone House lease or on exercise of the lease's break clause. The entire £32,794 provisions utilised in 2011/12 was applied to the payment of early retirement pensions.

17. Financial Instruments

In line with JNCC's accounting policy, there have been no financial instruments utilised which require disclosure under FRS 23, 25, 26 and 29 and financial instruments play a limited role in the activities of the company.

18. Profit and loss account

	2012/13	2011/12
	£	£
Balance at 1 April	212,912	274,698
Gain/(loss) for the year	(189,572)	(61,786)
Balance at 31 March	<u>23,340</u>	<u>212,912</u>

19. Reconciliation of operating loss to net cash inflow from operating activities

	2012/13	2011/12 (restated)
	£	£
Operating gain/(loss)	(263,227)	(177,959)
Depreciation charges	89,089	67,154
Amortisation	37,204	33,670
Reversal of amortisation arising on extending useful economic life of assets	(29,240)	0
Reversal of depreciation arising on extending useful economic life of assets	(29,168)	0
Transfer to deferred income relating to capital expenditure	163,310	162,573
(Profit)/loss of disposal of assets	5,326	14,967
Decrease in stocks	0	27,866
Decrease/(increase) in debtors	232,094	(193,384)
Increase/(decrease) in creditors	136,261	5,163
Increase/(decrease) in provisions	0	267,206
Net cash flow from operating activities	<u>341,659</u>	<u>207,256</u>

The figures for 2011/12 have been restated to reflect that the movement on deferred income is now included within the increase / (decrease) in creditors.

20. Leasing commitments

	Land and buildings	Others	Land and buildings	Others
	2012/13	2012/13	2011/12	2011/12
	£	£	£	£
Operating leases which expire:				
Within one year	0	16,000	0	15,000
Within 2 to 5 years	224,000	0	221,000	0
Total	<u>224,000</u>	<u>16,000</u>	<u>221,000</u>	<u>15,000</u>

21. Legal status

The Company is limited by guarantee. In the event of liquidation, the liability of each member does not exceed £1 if they are a member at the date of the liquidation, or if they cease to be a member within one year of the date of the liquidation.

22. Contingent liability

JNCC is currently awaiting a decision on an industrial tribunal. The ruling is expected imminently but it is not possible to accurately predict potential liability and the judgement will be open to appeal whatever the outcome.

23. Losses and special payments

JNCC reported no losses during the year of 31 March 2013 (one loss valued at £1,000 reported in the year to 31 March 2012). Nineteen fruitless payments were made with a combined value of £5,996. No fruitless payments were reported in 2011/12.

24. Ultimate controlling party

Fourteen of the eighteen directors are members of the Joint Nature Conservation Committee. The committee sets the overall direction and priorities for the work of the support company. For these reasons the directors consider the Joint Nature Conservation Committee to be the ultimate controlling party.

25. Related party transactions

In order to ensure accuracy in the consolidation of Whole of Government Accounts, the Clear Line of Site initiative requires that Arms Length Bodies (ALBs) such as the JNCC receive their grant-in-aid funding from a single source. As a result, from 1 April 2011 the JNCC Support Co received its grant-in-aid funding solely via the Department of Environment, Food and Rural Affairs (Defra), whereas prior to this date, grant-in-aid was received from Natural England, Scottish Natural Heritage and the Countryside Council for Wales (the GB conservation bodies), the Department of the Environment in Northern Ireland and Defra. The GB conservation bodies are regarded as Non-Departmental Public Bodies respectively sponsored by Defra, the Scottish Government and the Welsh Government. Because the grant-in-aid now received from Defra still originates from the GB conservation bodies, the Department of the Environment in Northern Ireland and Defra, these remain considered to be related parties. During the year the Company has carried out a number of material transactions with these bodies in the normal course of business. The quantum of the transactions between the company and these bodies was as follows:

	Grant-in-aid		Specific project funding		Services purchased by the company	
	2012/13	2011/12	2012/13	2011/12	2012/13	2011/12
	£	£	£	£	£	£
Natural England	0	0	251,551	280,152	9,000	79,000
Defra	9,589,000	9,512,000	269,607	128,284	27,865	36,069
Scottish Natural Heritage	0	0	84,531	72,820	526	14,709
The Countryside Council for Wales	0	0	54,851	40,089	0	0
Department for the Environment Northern Ireland	0	0	13,561	20,914	0	0
Total	9,589,000	9,512,000	674,101	542,259	37,391	129,778

The figures above reflect the cash grant-in-aid received by JNCC. Amounts received and utilised for capital expenditure are transferred to deferred income in accordance with UK GAAP. For 2012/13 this amounted to £163,310 so the amount reflected in the detailed profit and loss account (note 2) is £9,425,690).

		Paid by JNCC		Paid to JNCC	
		2012/13	2011/12	2012/13	2011/12
Director	Corporate related body	£	£	£	£
Mr P Rose	National Biodiversity Network Trust	25,000	25,040	0	(40,000)

The information for individual directors relates to contracts in excess of £25,000. Any contract for a lesser sum is not considered to be material in the context of these financial statements.

The directors consider a financial interest to be the ability to influence the company in placing a contract with a party with whom they have a position of influence, or the ability to influence the performance of that contract by the contractor.

Performance against Priority Performance Measures (PPMs) for 2012/13

PPM ratings	Description
Green	Target achieved or exceeded
Amber	Substantial progress made, with full achievement of target anticipated in early 2013/14
Red	Limited progress against target

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
1.1	Surveillance and Monitoring	UK co-ordination	Publish updated trends for seabirds, bats, butterflies, breeding birds and wintering wetland birds	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Published updates of national and regional trends for selected seabird species. ◆ Published trends of non-breeding waterbird populations. ◆ Published Bird Trends report (covering breeding birds). ◆ Published trends at UK, country and regional level for all UK bat species where there was sufficient data. ◆ Published online trends for selected butterfly species. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
1.2	Surveillance and Monitoring	UK co-ordination	Facilitate application of remote sensing data and provide advice on how to use it to produce evidence necessary to meet Habitats Directive requirements and other priority needs for habitat information.	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Developed (through the Crick Framework) techniques for mapping Habitats Directive and other priority habitats and for measuring their extent and condition. ◆ Undertook an assessment of the potential of remote sensing to monitor habitat condition and determined the priorities for application of condition monitoring. ◆ Established research to test the feasibility of producing consistent habitat extent time-series data at large scales that also aids local and regional habitat monitoring. 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
1.3	Marine Monitoring and Mapping	Marine	Make significant progress towards delivering options for a fit for purpose marine biodiversity monitoring programme that will cover all UK waters and will meet statutory requirements under the Marine Strategy Framework Directive, the Habitats and Birds Directives, OSPAR and domestic obligations for monitoring and needs for data to manage and report on the marine environment.	Amber
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Performance was disrupted by staff turnover and diversion of effort to higher priority work but good progress was made by the end of the year and continues into 2013/14. ◆ Developed a framework for monitoring types with leads from the Healthy and Biologically Diverse Seas Evidence Group. ◆ Produced a report outlining options for improvement, coordination and further development of sensitivity assessments. ◆ Completed spatial representations of two priority pressures (abrasion and extraction) for use in Habitats Directive assessments. ◆ Consolidated international best practice for monitoring protected sites. ◆ Made significant progress in testing protocols for monitoring some deep-sea habitats and in assessing the effectiveness of novel and integrated seabird survey techniques. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
1.4	Marine Monitoring and Mapping	Marine	Produce consolidated model and survey maps and updated model maps of the UK seabed, in partnership with those providing survey and physical data and those who use such maps.	Amber
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Performance was disrupted by staff turnover and diversion of effort to higher priority work but good progress was made by the end of the year and continues into 2013/14. ◆ Produced new and updated map products for multiple uses (Habitats Directive assessment, marine planning, marine protected areas) and enabled access to them. ◆ Led a European consortium to complete the last stages of the EUSeaMap project (providing a broad-scale modelled habitat map covering over 2 million square kilometres of seabed), and were successful as part of a French-led consortium in securing work to produce EUSeaMapII. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.1	Biodiversity Information and Advice	UK co-ordination	Support Defra to achieve a pragmatic evidence-based approach to the Intergovernmental Platform for Biodiversity and Ecosystem Services (IPBES), building on existing initiatives, and facilitate efficient engagement by the UK biodiversity science and policy communities.	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Attended two plenary meetings of IPBES and responded to consultations on several topics. ◆ Engaged UK stakeholders in IPBES by disseminating information and holding three stakeholder workshops. ◆ Made progress in developing a catalogue of assessments. 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.2	Biodiversity Information and Advice	UK co-ordination	Provide evidence, analysis of data, and identification of common principles supporting the application of the ecosystem approach within the UK and the assessment and valuation of ecosystem services	Green
<p align="center">Key achievements and comments relating to performance</p> <ul style="list-style-type: none"> ◆ Published results of work to provide evidence on ecosystem services from biodiversity surveillance and monitoring. ◆ Held a workshop with country conservation bodies to develop an ecosystem services framework project. ◆ Contributed to National Ecosystem Assessment follow-on project. ◆ Completed a review of the ecosystem approach in marine policy in the UK. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.3	Biodiversity Information and Advice	UK co-ordination	Support implementation of the UK Biodiversity Framework and country environment strategies within the UK by facilitating links with international and European commitments (including EU Directives, EU Biodiversity Strategy and the global Aichi targets) and providing access to biodiversity status and trend information.	Amber
<p align="center">Key achievements and comments relating to performance</p> <ul style="list-style-type: none"> ◆ UK Biodiversity Framework endorsed by ministers and published in July 2012. Development of an implementation plan delayed by commissioning research on ash dieback. ◆ Published updated UK biodiversity indicators in May 2012 and managed the Defra contract with the World Conservation Monitoring Centre (WCMC) to develop selected indicators. ◆ Released a new version of the Biodiversity Action Reporting System (BARS). 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.4	Biodiversity Information and Advice	UK co-ordination	Implement evidence quality assurance policies, standards and procedures to ensure JNCC produces robust, high-quality evidence, in compliance with Government Chief Scientific Adviser Guidelines and aligned with the country nature conservation bodies.	Red
<p align="center">Key achievements and comments relating to performance</p> <ul style="list-style-type: none"> ◆ Limited progress made because of staff shortfalls and reprioritisation of effort. ◆ Initiated discussion with inter-agency Chief Scientists Group on UK-wide science quality standards and produced an early draft of evidence quality guidance for internal JNCC use. 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.5	Access to Information	UK co-ordination	Provide advice to facilitate the application of the National Biodiversity Network (NBN), undertake technical development of the NBN gateway and develop interpretation tools for the analysis of biological recording data.	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Released a new version of the NBN Gateway with enhanced functionality. ◆ Tested model techniques for predicting rarer species occurrence. ◆ Made significant progress in integrating an NBN data feed into a statistical package to enable access to an extensive range of statistical methods. This will be consolidated for release in 2013/14. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.6	Biodiversity Information and Advice	UK co-ordination	In support of Habitats Directive reporting, produce draft conservation status assessments of 77 habitats and 91 species, and a general report.	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Produced draft conservation status assessments for 77 habitats and 123 species (including vagrants) in collaboration with the country conservation bodies, and made the assessments available for external consultation in April 2013. The final report will be submitted to the European Commission in July 2013. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
2.7	Marine Ecosystem Assessment and Advice	Marine	Provide technical expertise and advice to support implementation of the biodiversity and noise aspects of the Marine Strategy Framework Directive and the OSPAR Convention strategic plan, including through further research and development of targets and indicators, the completion of reporting for biodiversity elements of the initial assessment, and the provision of advice during the development of Programmes of Measures	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Finalised proposals for UK biodiversity and noise targets and indicators for the Marine Strategy Framework Directive (MSFD). Following consultation by government, these were submitted to the European Commission in December 2012. ◆ Commissioned research to develop indicators where there are gaps. ◆ Completed reporting sheets for the biodiversity and pressures components of the MSFD Initial Assessment. ◆ Maintained strong links with European and OSPAR processes, and inputted to other technical forums including working groups of the International Council for the Exploration of the Sea. 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
3.1	European Intelligence and Advice	UK co-ordination Reserved	Provide coordinated input of UK expertise to the advisory groups of the EU Coordination Group for Biodiversity and Nature dealing with reporting on directives, indicators, green infrastructure and other priority issues	Amber
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Identified opportunities for harmonising reporting and assessment obligations across EU directives (work to be completed in 2013/14). ◆ Made substantial progress in drafting species assessments for the UK's report on implementation of the Birds Directive (due to be submitted to the European Commission in December 2013). ◆ Coordinated UK input to the Atlantic Natura 2000 seminar in the Netherlands. ◆ Established effective coordination of UK expert input to support government engagement with the Common Implementation Framework for the EU Biodiversity Strategy and coordinated input to implementation of the EU Biodiversity Strategy targets. ◆ Provided technical support for EU working groups dealing with green infrastructure, and mapping and assessment of ecosystems and their services. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
3.2	European Intelligence and Advice	Reserved	Take forward the relevant recommendations from the Habitats and Wild Birds Directive Implementation Review Report	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Contributed to the development of standards on evidence quality for advice provision. ◆ Helped to identify priority terrestrial data and put a programme in place for sharing priority data. ◆ Developed a strategy to make cetacean and seabird data more widely available. ◆ Agreed actions with Defra, Natural England and relevant non-governmental organisations to improve surveillance and monitoring of species of European importance. ◆ Assisted with a review of the Marine Environmental Data and Information Network (MEDIN). 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
3.3	Global Advice	Reserved	Contribute to the 11th Conference of the Parties to the Convention on Biological Diversity, the 16th Conference of the Parties to the Convention on International Trade in Endangered Species, and meetings of subsidiary agreements of the Convention on Migratory Species	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Supported the UK delegation to the 11th Conference of the Parties to the Convention on Biological Diversity, which reaffirmed commitment to implementation of the Strategic Plan for Biodiversity 2011-2020 and the Aichi targets. ◆ Participated in the UK delegation to the 16th Conference of the Parties to the Convention on International Trade in Endangered Species (CITES), with successful outcomes on priority issues for UK, including CITES-listing for several species of shark and ray. ◆ Supported the UK delegation to the 11th Conference of the Parties to the Ramsar Convention. ◆ Supported the UK delegations to the 4th Meeting of the Parties to the Agreement on the Conservation of Albatrosses and Petrels and the 5th Meeting of the Parties to the African-Eurasian Waterbird Agreement. 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
3.4	Overseas Territories and Crown Dependencies	Reserved	Support the forthcoming Overseas Territories White Paper, implementation of the UK Overseas Territories Biodiversity Strategy and the established regional focal points (Caribbean and South Atlantic) through capacity building, the identification and promotion of research priorities, and provision of the secretariat to the UK Overseas Territories Biodiversity Group	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Advised on environmental mainstreaming through completion of a “green economy” project in Anguilla, and initial desk-based studies in Bermuda and the Cayman Islands. ◆ Built on previous environmental mainstreaming projects in the Falklands and British Virgin Islands by undertaking work on economic evaluation. ◆ Completed a review of the UK Overseas Territories Biodiversity Strategy on behalf of Defra. ◆ Produced a report on the Convention on Biological Diversity in the context of small island states, following a JNCC-sponsored conference in Guernsey. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
4.1	Marine Management Advice	UK co-ordination	To contribute to the objectives of the Habitats Directive: <ul style="list-style-type: none"> i. support Scottish Government with public consultation on five potential Special Areas of Conservation (SACs) in offshore waters around Scotland and provide final recommendations. ii. provide formal conservation objectives and advice to Competent Authorities on at least 10 European offshore marine sites 	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Submitted three candidate SACs in offshore waters to the European Commission in August 2012. ◆ Following public consultation, provided final recommendations to Scottish Government on five potential SACs in waters off Scotland. The five sites were submitted to the European Commission as candidate SACs in October 2012. ◆ Provided formal conservation objectives and advice to Competent Authorities for 12 offshore marine SACs. 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
4.2	Marine Protected Areas	UK co-ordination	To contribute to the objectives of the Birds Directive and the aim of completing the UK series of marine SPAs by 2015, undertake survey and data analysis to support identification of potential sites	Amber
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Continued to make good progress towards completing the identification of a suite of marine SPAs in UK waters by 2015. Some work delayed by staff turnover and rescheduled for 2013. ◆ Undertook survey and data analysis to identify potential areas for consideration as SPAs for tern feeding areas. ◆ Completed reports on possible SPA identification for breeding red-throated diver. ◆ Provided advice to Natural England on South Cornwall Coast inshore possible SPA. ◆ Undertook survey to identify possible SPAs for Balearic shearwater in English waters. ◆ Undertook further data analyses with the aim of identifying possible SPAs in offshore waters. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
4.3	Marine Protected Areas	Marine	Recommend to Defra in July 2012 a suite of Marine Conservation Zones in offshore waters around England, Wales and Northern Ireland, accompanied by an impact assessment (Marine Protected Areas: Marine Conservation Zones)	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ In July 2012, submitted formal advice to Defra (jointly with Natural England) on a suite of Marine Conservation Zones (MCZs), together an impact assessment in July. ◆ Provided additional advice and documentation to support Defra's public consultation on MCZs. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
4.4	Marine Protected Areas	Marine	Advise Scottish Government in November 2012 on possible Nature Conservation MPAs in offshore waters around Scotland	Green
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ In November 2012, provided advice to Marine Scotland (jointly with Scottish Natural Heritage) on recommended Nature Conservation MPAs and options for delivering an ecologically coherent network of MPAs. ◆ Provided advice to Marine Scotland for the development of Nature Conservation MPA consultation documentation (consultation scheduled for 2013). 				

PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
5.1	Marine Management Advice	Reserved	Ensure that 95% of requests for statutory advice on oil and gas and 95% of requests for advice on aggregates are responded to fully within the relevant consultation period, and that requests for advice on other offshore industries, including renewables are responded to commensurate with available funding	Amber
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Performance was adversely affected by severe staffing shortfalls and uncertainty over funding in the first half of the year but improved steadily in subsequent months as new staff were appointed. ◆ By the final quarter, over 90% of requests for advice on oil and gas and aggregates were responded to fully within the relevant consultation period, and most deadlines for renewables casework were met. 				
PPM No	Programme	Main funding stream	Priority Performance Measure (PPM)	Year end rating
6.1	Governance and Corporate Services	UK co-ordination	Develop resource planning and management strategy, processes and systems to improve efficiency, and plan future Peterborough office accommodation	Amber
Key achievements and comments relating to performance				
<ul style="list-style-type: none"> ◆ Provided information and evidence to support JNCC's Triennial Review. ◆ Reached agreement to stay in current office accommodation in Peterborough, following option appraisal. ◆ Implemented an action plan to improve financial management in JNCC, including providing training for all project managers and programme leaders and improving reporting processes and outputs. ◆ Improved information systems to meet changing marine demand, including establishing a system to hold metadata relating to JNCC marine data holdings and developing systems to support offshore industries advice. A project to define marine planning requirements did not progress due to failure to attract suitable tenders. ◆ Successfully obtained an exemption to retain a separate JNCC website. 				

Annex 2

The Comptroller and Auditor General
National Audit Office
157-197 Buckingham Palace Road
Victoria
London
SW1W 9SP

LETTER OF REPRESENTATION: JOINT NATURE CONSERVATION COMMITTEE SUPPORT COMPANY - YEAR ENDED 31 MARCH 2013

I acknowledge as Chief Executive of the Joint Nature Conservation Committee (JNCC) Support Co, my responsibility for preparing accounts that give a true and fair view of the state of affairs, loss, total recognised gains and losses and cash flows of the JNCC Support Co for the year ended 31 March 2013.

In preparing the accounts, I was required to:

- Observe the directions set out in United Kingdom Accounting Standards, and the Financial Reporting Manual (FReM), insofar as the FReM is consistent with Companies Act requirements, including the relevant accounting and disclosure requirements and apply appropriate accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards have been followed and disclosed and explain any material departures in the accounts; and
- make an assessment that the JNCC Support Co is a going concern and will continue to be in operation throughout the next year; and ensure that this has been appropriately disclosed in the financial statements.

I confirm that for the financial year ended 31 March 2013:

- neither I nor my staff authorised a course of action, the financial impact of which is that transactions infringe the requirements of regularity as set out in Managing Public Money;
- having considered and enquired as to the JNCC Support Co's compliance with law and regulations, I am not aware of any actual or potential non-compliance that could have a material effect on the ability of the JNCC Support Co to conduct its business or on the results and financial position disclosed in the accounts;
- all accounting records have been provided to you for the purpose of your audit and all transactions undertaken by the JNCC Support Co have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management meetings which you have requested have been supplied to you; and
- the information provided regarding the identification of related parties is complete; and the related party disclosures in the financial statements are adequate.

All material accounting policies as adopted are detailed in note 1 to the accounts.

INTERNAL CONTROL

I acknowledge as Accounting Officer and Chief Executive my responsibility for the design and implementation of internal controls to prevent and detect error and I have disclosed to you the results of my assessment of the risk that the financial statements could be materially misstated.

I confirm that I have reviewed the effectiveness of the system of internal control and that the disclosures I have made are in accordance with HM Treasury guidance on the Governance Statement.

FRAUD

I acknowledge as Accounting Officer and Chief Executive my responsibility for the design and implementation of internal controls to prevent and detect fraud and I have disclosed to you the results of my assessment of the risk that the financial statements could be materially misstated as a result of fraud.

I am not aware of any fraud or suspected fraud affecting the JNCC Support Co and no allegations of fraud or suspected fraud affecting the financial statements has been communicated to me by employees, former employees, analysts, regulators or others.

ASSETS

General

All assets included in the balance sheet were in existence at the reporting date and owned by the JNCC Support Co, and free from any lien, encumbrance or charge, except as disclosed in the accounts. The balance sheet includes all tangible assets owned by the JNCC Support Co.

Fixed Assets

All assets over £2,000 are capitalised. They are valued at depreciated historic cost. Depreciation is calculated to reduce the net book amount of each asset to its estimated residual value by the end of its estimated useful life in the JNCC Support Co's operations.

Other Current Assets

On realisation in the ordinary course of the JNCC Support Co's operations the other current assets in the balance sheet are expected to produce at least the amounts at which they are stated. Adequate provision has been made against all amounts owing to the JNCC Support Co which are known, or may be expected, to be irrecoverable.

LIABILITIES

General

All liabilities have been recorded in the balance sheet. There were no significant losses in the year and no provisions for losses were required at the year-end.

Provisions

Provision is made in the financial statements for the expected cost of dilapidations that will be required when the JNCC Support Co ceases to occupy Monkstone House. I consider the amount provided for to be a reasonable estimate for the provision.

No provision has been made for the "by analogy" pension for the current and previous Chair. I do not consider the amounts to be material in the context of the accounts.

Contingent Liabilities

I am not aware of any pending litigation which may result in significant loss to the JNCC Support Co and I am not aware of any action which is or may be brought against the JNCC Support Co under the Insolvency Act 1986.

OTHER DISCLOSURES

Results

Except as disclosed in the accounts, the results for the year were not materially affected by transactions of a sort not usually undertaken by the JNCC Support Co or circumstances of an exceptional or non-recurring nature.

Unadjusted Misstatement

The following unadjusted misstatements have been brought to my attention:

	Profit and Loss Account		Balance Sheet	
	Debit £'000	Credit £'000	Debit £'000	Credit £'000
Tangible assets			5	
Intangible assets			2	
Deferred income relating to capital grants				7
<i>Being an adjustment to correct the wrong useful economic life being applied to some fixed assets</i>				
Trade debtors				27
Deferred income			27	
<i>Being an adjustment to income relating to 2013-14 where the cash was received after year end being incorrectly included within the year-end trade debtors and deferred income balances.</i>				
TOTAL			34	34

I consider the effect of these unadjusted errors to be immaterial, both individually and in

aggregate, to the financial statements taken as a whole.

Events after the Reporting Period

Except as disclosed in the accounts, there have been no material changes since the reporting date affecting liabilities and commitments, and no events or transactions have occurred which, though properly excluded from the accounts, are of such importance that they should have been brought to notice.

Management of Personal Data

Except as disclosed in the Management Commentary, there have been no personal data related incidents in 2012-13 which are required to be reported.

Marcus Yeo
Chief Executive
20 June 2013