



## **Met Office Board**

### **Summary**

**29 May 2012**

- The minutes presented for 24th April 2012 were agreed to be an accurate record of the meeting.
- The actions were reviewed, with those highlighted agreed to be closed.
- The Chief Executive, John Hirst, delivered his report to the Board.
- JH informed the Board about the recent news of changes at the top of the NWS in America, reported in the news as due to allegations surrounding management of funds. JH confirmed that he still expected his trip to the US to go ahead.
- JH reviewed the Business Performance Measures out-turn for year end.
- The Board discussed progress with the PDG.
- Robert Napier delivered some feedback from the recent BIS and PDG meetings he had attended.
- JH informed the Board that the Met Office was submitting a case for exemption from the single government web site Gov.uk. The Board were very supportive.
- The Chief Financial Officer, Nick Jobling related recent visit to Swindon shared service centre, where it had been agreed that the Met Office would not be included in Phase I or Phase II and only after that if it made good business sense and could be considered in part rather than in total.
- JH informed the Board of the Met Office's success be in the top 100 of business to business brands and (announced that day) to come 9th in the Social Brands awards.
- The Board discussed the issues around drought and the timing of the transition period in April.
- JH and RN informed the Board about Norman Lamb MP's visit, but noting that he was supportive, but extremely busy with a huge portfolio.
- Operations and Services Director, Rob Varley, summarised for the Board work being done with the US Military and noted that Director of Government Services and Head of Defence were visiting the US shortly.



- The Board noted the progress with the drafting of a refreshed Framework document. The Board thought it was appropriate for them to approve Business Performance measures and annual budgets and discussed the requirement for more oversight and ministerial approval.
- The Board noted the Trading Fund Efficiency paper and commented that it was good and a useful briefing note to have.
- Director of Business Development gave the Board with an informative presentation which covered:
  - -The commercial strategy
  - -Potential growth markets
  - -The pipeline of prospective revenue
  - -Renewables
  - -International Capacity Building
  - -Retail and recent progress
- Paul Rew, Chair of the Audit Committee PR summarised the recent audit committee – noting that the Annual Report and Accounts would be discussed later. PR noted that the internal audit report trend was generally good and similar, if not slightly better than last year.
- The Board discussed and approved the full list of Business Performance Measures for FY12/13.
- NJ introduced the new Head of Plans and Performance. PR summarised the audit committee view of the risk analysis as they had looked and discussed in detail and the Board discussed key issues, and the horizon scanning timeline. Then board noted the paper.
- Final minor amendments to the Annual Report and Accounts were noted and the Board approved the Annual Report and Accounts, including the payment of the dividend. They were informed that following signing they would be laid in Parliament around the 18th June.
- The Board congratulated the management team, NJ and team on a good clean report and a good set of accounts.
- JH presented the HR report and the Board noted.
- The next meeting was confirmed as Exeter on June 26<sup>th</sup>. It was also confirmed that the July meeting would include an extended strategy session, starting on the 30th July.
- **Close of Meeting**