



**The one hundred and forty-second meeting of the  
Joint Nature Conservation Committee held on 5 and 6 March 2025  
at Quay House, 2 East Station Road, Fletton Quays,  
Peterborough, PE2 8YY**

**Paper JNCC 25 14P: Meeting review and working objectives**

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

All available papers for the one hundred and forty-second meeting of the Joint Nature Conservation Committee can be found at:

<https://jncc.gov.uk/resources/7a52fc0a-2e52-4b06-9282-8d5a3d2e9b48>

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*Turning science into action for nature, people and the planet.*

## OFFICIAL

# Joint Nature Conservation Committee

## Meeting review and working objectives

Paper by Tracey Quince

### 1. Proposal

- 1.1 Meeting reviews at the end of each meeting afford an opportunity for members to provide feedback and share their views on the discharge of Joint Committee meetings. Meeting reviews are an important time to reinforce clarity on both members' and the Committee's role, how members can best contribute at meetings, and to reinforce the Committee's accountability. The feedback will be used to improve meetings and ensure that the Committee is performing its role effectively.
- 1.2 Working objectives are a key part of measuring progress and the performance of the Joint Committee. They help to define the role of the Committee both as a collective and as individual Committee members and they serve as a useful checklist for collective Committee performance and for individual member performance appraisal.
- 1.3 The working objectives provide a framework for a discussion on meeting effectiveness and members are asked to consider the working objectives in their feedback on the meeting review agenda item and to what extent the Committee focussed on the objectives. The working objectives for 2024 to 2025 are contained in Annex 1.
- 1.4 A new draft set of working objectives for 2025 to 2026 will be presented to Joint Committee in June for discussion and approval. In line with the recommendation from the Joint Committee effectiveness review last year, (recommendation 2.3) *“Ensure every member has a clear role description with terms of appointment, duties, rights and responsibilities”*, the role and responsibilities of a Joint Committee member will be annexed to the working objectives document.

**Annex 1****Joint Committee working objectives for 2024-25**

Committee Objectives	Tasks	Responsibility	Tasks specific to 2024/25	Responsibility
<b>1. Strategic Planning and Delivery</b>	<ul style="list-style-type: none"> <li>Input to the forward programme of business for the Committee, considering strategic priorities and government requirements.</li> <li>Serve as an effective sounding board to the CEO by providing advice and challenge on strategic and operational issues as required.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> <li>Committee collectively</li> </ul>	<ul style="list-style-type: none"> <li>Oversee the implementation of Together for Nature and delivery of the 2024/25 business plan, advising on strategic resource requirements for the Spending Review.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> </ul>
<b>2. Providing scientific direction and quality assurance</b>	<ul style="list-style-type: none"> <li>Scrutinise and agree proposals provided by the Executive on scientific matters.</li> <li>Evaluate whether the JNCC is delivering advice, research and evidence that is required by the Devolved Governments.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> <li>Committee collectively</li> </ul>	<ul style="list-style-type: none"> <li>Progress Chief Scientists Group as a formal subgroup of Committee.</li> </ul>	
<b>3. People, Place and Culture</b>	<ul style="list-style-type: none"> <li>Oversee the strategy for and delivery of an affordable and stable workforce that is oriented and supported towards delivering Together for Nature.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> <li>Individual members</li> </ul>		

	<ul style="list-style-type: none"> <li>As available and able, participate in staff engagement sessions associated with Joint Committee meetings, JNCC events and the JNCC staff conference to develop visibility and working relationships between staff and the Joint Committee.</li> <li>As available and able, provide mentoring support to Committee observers or staff members as agreed with the Executive.</li> <li>Actively promote and role model the JNCC values</li> </ul>	<ul style="list-style-type: none"> <li>Individual members</li> <li>Committee individual and collectively</li> </ul>		
<b>4. Risk Management</b>	<ul style="list-style-type: none"> <li>Agree and set risk appetite.</li> <li>Receive regular risk updates through ARAC, with a particular focus on new and emerging risks and on the organisation's resilience against the pressures of more than one risk arising at the same time.</li> <li>Share intelligence to identify risks and opportunities, including emerging agendas of government administrations, other key stakeholders and political sensitivities.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> <li>Committee collectively</li> <li>Individual members</li> </ul>		
<b>5. Delivery &amp; Resource Management</b>	<ul style="list-style-type: none"> <li>Review corporate performance quarterly and assist the Executive in identifying and addressing delivery issues.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> </ul>		

	<ul style="list-style-type: none"> <li>Consider the implications of shifting resources on performance delivery and challenge whether value for money and the benefits are being achieved and oversee the development and implementation of a long term fiscal strategy to ensure medium and long term financial resilience.</li> <li>Review the level of JNCC's reserves in March each year, prior to the year-end.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> <li>Committee collectively</li> </ul>		
<b>6. External relations</b>	<ul style="list-style-type: none"> <li>Draw on professional networks to communicate and raise the profile of JNCC to Defra, Devolved Governments and other relevant organisations and stakeholders.</li> <li>Facilitate collaboration between JNCC, CNCBs and other key partners.</li> <li>Undertake and report back on specific ambassadorial or representation roles agreed with the Executive.</li> <li>Oversee an effective communications strategy for JNCC and its science.</li> </ul>	<ul style="list-style-type: none"> <li>Individual members</li> <li>Individual members</li> <li>Individual members</li> <li>Committee collectively</li> </ul>		
<b>7. Governance</b>	<ul style="list-style-type: none"> <li>Participate in regular formal and informal governance effectiveness reviews and agree and oversee the</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> </ul>		

	<ul style="list-style-type: none"> <li>implementation of any recommendations.</li> <li>Participate appropriately in ARAC/People/Remuneration Committee meetings to ensure their effectiveness.</li> </ul>	<ul style="list-style-type: none"> <li>Selected individual members</li> </ul>		
<b>8. Working Relationships</b>	<ul style="list-style-type: none"> <li>Promote good mutual understanding of the respective and complementary roles and responsibilities of Joint Committee members and staff.</li> <li>Work in a cohesive and supportive manner with Committee colleagues, ensuring good, respectful relationships and that a culture of confidence and trust is maintained.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> <li>Committee collectively</li> </ul>		
<b>9. Sustainability</b>	<ul style="list-style-type: none"> <li>Ensure sustainability thinking and measures are incorporated into purpose, governance, strategy, decision-making, risk management and accountability frameworks, having regard to the UK Government's commitment of achieving net zero emissions by 2050.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> </ul>	<ul style="list-style-type: none"> <li>Support the achievement and maintenance of ISO 14001:2015 certification by overseeing continual improvement of JNCC's environmental management system.</li> </ul>	<ul style="list-style-type: none"> <li>Committee collectively</li> </ul>