



## JNCC Support Co 33rd Meeting Minutes Confirmed

**Date:** 7 June 2018

**Time:** 13.00

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

### Present

**Professor Colin Galbraith**  
Independent Member

**Professor Chris Gilligan**  
Independent Chair

**Dr Madeleine Havard**  
Natural Resources Wales

**Dr Joe Horwood**  
Natural England

**Dr Hilary Kirkpatrick**  
Council for Nature Conservation and the Countryside

**Ms Cath Denholm**  
Scottish Natural Heritage

**Professor Marian Scott**  
Independent Member

**Professor Melanie Austen**  
Independent Member

**Mr Marcus Yeo**  
JNCC and acting Company Secretary

### In attendance

**Mr Chris Brooks**  
JNCC

**Mrs Tracey Quince**  
JNCC

**Ms Shendi Keshet**  
JNCC

### Apologies

**Professor Ian Bateman**  
Independent member

**Dr Mike Cantlay**  
Scottish Natural Heritage

**Ms Diane McCrea**  
Natural Resources Wales

**Mr Charles Banner**  
Independent Member

## **1 Chairman's opening remarks**

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

## **2 Declaration of interests**

- 2.1 No interests were declared.

## **3 Amendments to the minutes of the June 2017 Board meeting (BD 18 01)**

- 3.1 The minutes of the June 2017 Board meeting were agreed.

## **4 Matter arising (BD 18 02)**

- 4.1 There were no matters arising from the June 2017 Board meeting. Reporting on action points from the June 2017 meeting was included in Annex 1. Members had no comments on the actions. Changes to directorships during the year were noted.

## **5 JNCC Annual Report and Accounts for the year ended 31 March 2018 (BD 18 03)**

- 4.1 Ms Keshet introduced the paper which presented the JNCC Annual Report and Accounts (ARA) for the year ending 31 March 2018.
- 4.2 The Board was advised that the ARA had been reviewed by Mr Nigel Reader on behalf of the Audit and Risk Assurance Committee (ARAC). ARAC had discussed the ARA the previous day and members were content to recommend to the Board that the Board approves and adopts the ARA for 2017/18.
- 4.3 The Board was advised that the Chief Executive would sign the Annual Report and Accounts on behalf of the Company Board immediately after the board meeting.
- 4.4 The Board made the following comments in discussion:
- i. some duplications in the ARA, noted at the ARAC meeting the previous day, had been addressed;
  - ii. for future reports, table numbering and use of legends would aid readability; and

- iii. Dr Harvard to provide some minor amendments to the ARA to Ms Keshet.

4.5 The Board:

- i. **approved and adopted** the JNCC Annual Reports and Accounts (ARA) for the year ending 31 March 2018. The Board delegated sign off of the ARA to Mr Yeo;
- ii. **authorised** the Company Secretary to lodge the accounts with Companies House;
- iii. **authorised** the Chief Executive to arrange for the accounts to be laid before the Houses of Parliament and the Scottish Parliament; and
- iv. **authorised** the Chief Executive to sign the letter of representation for the year ended 31 March 2018.

- 4.6 The Board passed on thanks to the staff involved in the production of the ARA, noting the tremendous effort expended to bring the ARA together. This had been a particularly challenging year due to the changes in personnel in February.

Action point(s)
AP01 Mr Brooks to consider the use of table numbers and legends in future reports to aid readability.