

Steering Group Meeting No 19

Venue: 55 Whitehall, London
Date: 3rd October 2013
Start: 12:00

Present:

Adam Cook, MMO
Craig Wallace, UEA
Dominic Patterson, Defra (Speaker; DP)
Georgia Bayliss-Brown, Cefas (GBB; minutes)
Greg Morel, Jersey (GM)
John Baxter, SNH
Jonathan Tinker, Met Office (SG & Speaker;
JT)
Julian Wright, Environment Agency
Kathryn Dawson, Natural England (KD)

Ken Wright, DECC (KW)
Martin Edwards, SAHFOS
Martyn Cox, Scottish Government (MC)
Matt Frost, MBA-MECN (MF)
Narumon Withers Harvey, Defra (NWH)
Paul Buckley, Cefas (PB)
Philip Stamp, Defra (Chair; PS)
Philip Taylor, RSPB (PT)
Rob McCall, Natural Resources Wales

Apologies:

Adam Mellor, AFBINI
Alexander Downie, SEPA
Andy Read, Isle of Man Government
Cathy Johnson, DECC
David Johns, SAHFOS
Glenn Nolan, Marine Institute
John Pinnegar, Cefas
Martin Hall, Isle of Man Government
Rory Crawford, RSPB
Stephen Dye, Cefas (SD)
Steve Smith, States of Guernsey

Alec Taylor, RSBP
Amanna Rahman, Environment Agency
Beth Stoker, JNCC (BS)
Dan Laffoley, IUCN (DL)
David Warrilow, DECC
Hayley Miles, JNCC
Katie Sumner, Environment Agency
Michael Coyle, MMO
Simon Baldwin, Welsh Government (SB)
Stephen Hall, NOC (SH)

Definitons:

ARC	Report Card
FY	Financial Year
IE	Independent Evaluator
MG	Management Group
MTR	Mid-Term Review
SG	Steering Group
ST	Special Topic Report Card
ToR	Terms of Reference
WG	Working Group (any)

Action Points from the last meeting

Minutes from last meeting had been previously agreed via circulation – no comments were received.

An update of actions was circulated prior to the meeting. Two actions were discussed at the meeting:

MCCIP membership - DECC's signing up to MCCIP is yet to be formalised. GM had spoken to Steve Smith, States of Guernsey and was under the impression that he had contacted the Secretariat. This requires follow-up. As discussed in the MG meeting, we would like to better record the in-kind value of the work of individuals, as well the direct financial contributions from MCCIP partners, and this should be considered in the MTR.

Action: Follow up with DECC and States of Guernsey

Action: Include capturing SG members' contribution as part of the Mid-Term Review

Evaluation – The evaluation has been completed and signed off by the MG. This will be circulated with the minutes for comment; these comments will be used in the MTR.

Action: Collate comments on Evaluation from SG to inform the MTR

Management group feedback

PB went through points raised in SG 08-13

Finances – There was £185,192 in the budget; projected forwards we can expect spend of around £196,000, to include MTR costs. In the context of funding being received, this is not a problem due to the value of the expected income for this and the next FY (2013-14 and 2014-15). Budgets are reviewed on a quarterly basis so future financial years will be considered.

Risk Register – Three risks had been changed [since the spring SG]:

Text has been altered to account for SG suggestions in the spring regarding mitigation actions for “Disengagement of partners”; “budgeting difficulties; and “loss of goodwill” .

“Loss of goodwill from ‘in-kind’ scientific contributions” was discussed. With 153 scientists and 33 reviewers from 50 organisations contributing to the Report Card, the introduction of DOI/ISSNs, and, the embedded nature of MCCIP as a communication output for knowledge exchange; the SG agreed that the Likelihood can return to “Low”; as it was before Spring's SG.

Action: Look at trend of in-kind good will as part of ARC 2013 wash-up.

Paper SG 04-13 was discussed.

ARC 2013

In the morning before the SG meeting, the ARC WG met to discuss the first draft of the ARC. The launch is planned for November. Given that the changes from the previous regular report card were expected to be relatively modest, it was not proposed to organise a big ministerial event. A standard talk will be developed by the Secretariat (along with a poster, tweets and press release) that can be presented by all members of the SG at various events. A flyer has also been developed advertising the launch of the ARC. The press release was not ready to distribute for comment but would follow shortly.

Action: The Secretariat to circulate the ARC flyer (press release, presentation and poster when available).

Action: All members of the SG to contact the Secretariat requesting a number of printed copies of the Report Card.

A webinar launching the ARC was suggested.

Action: Secretariat to explore opportunities for hosting a webinar or developing a podcast/youtube video.

Preparation for follow-up communications and evaluation of the distribution and utilisation of the Card will need to be done.

Action: WG to discuss preparation for responses to the press release

Action: All SG to email the Secretariat with areas of the ARC that may be of possible concern for media responses e.g. climate sensitivity, RCPs, hiatus

Action: Secretariat to look at opportunities for evaluating the Card distribution

Action: MG to discuss giving official advice to the minister that we shall not be requiring a ministerial launch

KEY MESSAGES

MF presented the findings of the 2013 ARC, currently being finalised with designers. There was a little concern regarding the wording of one of the key messages and this was passed to the WG for further discussion.

Action: ARC WG to consider re-wording the last key message.

UPDATE: The ARC WG have reworded the statement.

Special Topic

A more focused topic, the ST will be developed on the basis of open-access, peer-reviewed journal articles. A final concept note was presented (SG 07-13; Annex 1), alongside the ST WG's ToR (SG07-13; Annex 2), titled "Sustainable seas: Implications of climate change for marine protected areas and achieving Good Environmental Status".

A number of questions to scope the study have been created and the Secretariat will be contacting a defined list of people to feed their ideas into the process.

The ST 2014 WG has been finalised and the ToR, including the WG membership, was agreed by the SG. SG members interested in joining future Report Card WGs should expect a time commitment of 20-30 days.

Action: SG members interested in joining a WG to contact MF.

CSW

Outlined in the meeting papers (Ref SG07-13), the contents of the Report Card have been sent out for approval from the British Marine Federation.

UPDATE: The Report Card has been delivered to the designers to provide a first draft of the Card.

Discussions moved to determining if organisations from other sectors might be interested in collaborating with CSW; by MCCIP hosting a workshop with a similar output (i.e. Report Card) for wider use.

Action: SG members to get in contact with the Secretariat with suggestions for other industry groups to engage with CSW

The CSW page of the MCCIP website is also in need of refreshment (<http://www.mccip.org.uk/adaptation.aspx>) and activities that SG organisations are performing should be added.

Action: SG members to contact the Secretariat with activities relating to adaptation that their organisations are performing.

Action: Those with an interest in working with or joining the CSW WG should get in contact with the Secretariat.

Research Priorities

The work of the Knowledge Gaps and research prioritisation was presented and is also detailed in SG 07-13.

The knowledge gaps paper has been revisited.

(<http://www.mccip.org.uk/media/8723/mccip%20knowledge%20gaps%20report.pdf>)

The process has been refreshed with gaps identified during the ARC process being included. These gaps have been distributed to the UKMMAS evidence groups for prioritisation. With a looser WG, LWEC have provided external advice to assist in drawing up the process of prioritisation. We are still waiting for HBDSEG to return their prioritisation, after which a collective workshop could be organised to combine the results from the four evidence groups. The options for the next steps will be discussed amongst the relevant WG. Once this is finalised, the prioritisation will be returned to MSCC to ensure that they endorse and see value in the output before releasing more widely.

The aim is to have finished this process by the end of FY 2013-14.

Mid-Term Review

A meeting was held on 1st October, by teleconference, to discuss the approach to be taken for MCCIP's Phase II MTR.

The MTR will assess the MCCIP progress to date in achieving its aims and objectives as set out in the

MCCIP Evaluation Plan 2010-15. It will involve a review and synthesis of the outputs from previous annual evaluations, questionnaires and in-depth interviews with a selection of main beneficiaries.

Action: Secretariat to distribute the MCCIP Evaluation Plan 2010-15.

The approach will be for an external, Independent Evaluator (IE) to perform a review and for an ad-hoc WG to commission and oversee the IE's work. There will be a cost implication, within £10k, to MCCIP. It is anticipated that this process will be completed by the March SG meeting and members of the SG will be expected to take part in the process.

The WG comprises PS, KD, NWH, MC and Ann Davies (Defra; Independent Evaluator for MCCIP Annual Evaluations 2011/12 and 2012/13). The Secretariat will assist in providing materials used for the evaluation, as requested by the IE.

Presentation: User needs for updated UK marine scenarios

JT, Met Office Hadley Centre, presented the opportunities gained through updated marine scenarios, as detailed in SG09-13.

The discussion has been provided in notes to JT and he will contact the relevant SG members to discuss in more detail, where necessary.

Action: JT to provide a draft of questions for the users, to help determine user needs; to distribute to SG for comment.

Presentation: Climate change challenges from MSFD

DP presented the document circulated on 1st October by email. The document and efforts in presenting the information was gratefully received by the SG and it was seen as an invaluable input to the preparatory process for the ST 2014.

Action: Secretaria to circulate DP's document with the meeting minutes.

AOB and DONM

No items to discuss as "other business" were called.

The next meeting will take place in London in March 2013 and a Doodle poll will be circulated to finalise dates.

Action: Secretariat to send out a Doodle poll to SG members for next March's meeting.