BRITISH GEOLOGICAL SURVEY BOARD

Summary note

Sixth meeting

Wednesday 31st July 2019

Medical Research Council, London

Board members present: Sir Keith O’Nions (Chair), Sir Mike Dixon, Paul Fox, Dr Donna Kirkwood, Professor John Ludden, Dr Mike Patterson, Olivier Peyret, David Simpson, Joanne Wilson, Neil McCarthy (Board Secretary)

Apologies: Professor Richard Williams

In attendance: Dr Tracy Shimmield (Lyell Centre Director)

WELCOME, DECLARATION OF INTERESTS, AGREE AGENDA

The Chair welcomed everyone to the meeting and invited declaration of interests. There were no interests declared relevant to the agenda. Tracy Shimmield attended as an observer in her role as interim Director of BGS from 1 September-13 October. This was John Ludden’s final board meeting as Director of BGS. He was thanked for his services to BGS, and for his initiative in getting the board established. Paul Fox will leave NERC on 31 August. He was thanked for his board contribution as NERC Chief Operating Officer and his insights into NERC/UKRI workings. He had been invited by the NERC Executive Chair to continue as the NERC appointee on the board, and will do that.

MINUTES OF 12 APRIL 2019 MEETING AND MATTERS ARISING

The minutes and public summary of the 12 April 2019 meeting were approved without further amendment. Progress on the actions which arose at the meeting was noted.

BOARD-LEVEL RISK REGISTER

The risk register was reviewed. The board was also provided with more detail on the way risks are assessed and scored within the NERC risk management framework. The board was generally satisfied with the content and format of the register, but raised a number of points on the risks. The board’s comments would be reviewed and taken into account in the next iteration of the register.

HEALTH & SAFETY

The board received an update on the main issues which had arisen since the previous meeting, and detail of the new accident and incident reporting system which BGS is moving to. The board noted that the BGS Health and Safety team has made a concerted effort to communicate to staff the importance of reporting incidents and accidents.
**BGS DIRECTOR'S UPDATE**

The Public Science Role (PSR) outputs in 2018-19 were discussed. The board was informed that BGS has essentially defined its own spending regime and not had to report to NERC. The process for evaluating science is now being developed. The Chair felt that BGS should be proactive in deciding the PSR, defining it, and put a proposal on this to NERC.

**NEW BGS BUSINESS PLAN**

The board received a first draft of the new business plan and noted that this was still very much ‘work in progress’ and that it will go through further iterations, but was encouraged by the progress made in developing the business plan since the previous meeting. There was a lengthy discussion about the structure of the business plan and the board’s comments will be taken on board for subsequent drafts. It will be discussed again at the November meeting.

**FINANCE REPORT**

The finance report was discussed, and the board noted the estimates of income and expenditure for the current financial year and the years to 2021/22.

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**SIR KEITH O’NIONS**

Chair of the Board

7 November 2019