

**Natural Resources Wales
Board Meeting - Tuesday 21st May 2013 (Open Session)**

Minutes

Present:

Board Members

Mike Brooker
Hywel Davies
Andy Middleton
Ruth Hall
Paul Williams
Emyr Roberts
Madeleine Havard
Harry Legge-Bourke
Peter Matthews (Chair)
Morgan Parry
Lynda Warren

Executive Team Members

Liz Davis
Tim Jones
Niall Reynolds
Clive Thomas
Ceri Davies
Kevin Ingram
Trefor Owen

Secretariat: Geralene Mills

Welcome

1. The Chair welcomed all to the meeting and confirmed the domestic and meeting arrangements.

Apologies

2. Apologies received from Nigel Reader who had submitted written comments on the papers to the Chair and Chief Executive

Declaration of Interests

3. Morgan confirmed that he is now employed by FCFCG - Federation of City Farms and Community Gardens.

Draft Strategic Stakeholder Engagement Framework (NRW B (O) 5.13)

4. Clive introduced the paper and Meinir Wigley as author. The paper had been prepared with input from Board Members, in particular the Communities group. It provided a clear strategy going forward for NRW to engage with stakeholders and Meinir explained that work had commenced with staff in order to incorporate the framework into NRW standard working practice.
5. The Board agreed that the framework provided a sound basis for NRW to develop its engagement approach but that rapid implementation is key to success. The Board also stressed a need for the stakeholder mapping exercise to encompass the full remit of NRW.
6. The Chair confirmed the endorsement of the recommendations in the paper.

Corporate Plan – Timetable and process (NRW B (O) 6.13)

7. Ceri introduced the paper to the Board and John Hogg as author. Board Groups had been involved in the development of the paper and the development of the corporate plan opens up significant opportunities to engage with stakeholders and staff, adopting a co-production model. WG officials were supportive of the approach.
8. The Board noted the challenges facing NRW and expressed a need to ensure that baselines and context are clear in order to add value to engagement.
9. In conclusion the Chair highlighted the role of the Corporate Plan setting out how we will transform the business to deliver the outcomes expected by WG.
10. The Chair confirmed the Board's endorsement of the recommendations in the paper.

Draft Corporate Dashboard (NRW B (O) 7.13)

11. Ceri introduced the paper and highlighted the options available to the Board for consideration. The purpose of the Dashboard was to enable NRW to monitor its performance and activities, including in relation to the Remit letter, in a focused but effective way. The paper included an outline of the options.
12. The Board discussed the options available and agreed that option 3 provided sufficient information for Board level scrutiny/monitoring. The Board highlighted a need for some high level indicators that will monitor the progress of the organisation and Internal Audit involvement supported by ARAC to provide further scrutiny to the process. Clive confirmed that the Audit team is working together with ARAC to develop the full Internal Audit plan and that IA may be appropriate for some of the measures.
13. The Chair confirmed the Board's endorsement of option 3 of the paper.

Draft Workforce Planning Paper (NRW B (O) 8.13)

14. Liz introduced the paper and Adrian Williams as author. Since drafting the paper considerable progress had been made reviewing the data held by NRW allowing a better understanding of the NRW workforce. Board approval was sought for the next steps (paras 14 and 15)
15. RemCom Committee members confirmed that the paper had been discussed at the last RemCom meeting in which they had highlighted a need to link the paper to the corporate and business plans. Committee members also highlighted a need to review staff performance and identify skills gaps early. The Board members discussed a need to recruit staff with competencies and skills to deliver the remit of NRW and a need for a VER scheme that was fit for purpose. The Board also highlighted a need to maintain and reinforce the location neutral policy for vacancy filling.
16. The next step would be to develop an agreed approach to pay harmonisation.
17. Emyr confirmed that NRW maintained a location-neutral approach to recruitment. By way of example, he explained that the majority of the IT apprenticeship scheme roles will be based in Bangor.
18. The Chair confirmed the Board's endorsement of the recommendations in the paper.

Strategic Equalities Plan (NRW B (O) 9.13)

19. Liz presented the paper supported by Adrian. The paper provided a plan for delivery by March 2014 in order to meet legal requirements. The legal requirements on NRW are to develop and publish a plan along with a progress report annually. Board approval was sought Board for the next steps and proposals in the paper. The formal engagement of a Board Member to support the work moving forward was also requested.
20. The Chair sought a representative from the Communities group and suggested Madeleine. The Board supported the suggestion.
21. Madeleine confirmed her agreement to champion this important area of work and highlighted a need to build on the good practice of the legacy bodies.
22. The Chair explained that NRW had received a letter from Welsh Government regarding the need to encourage diversity on sponsored body Boards. The Chair said that NRW had responded positively to the letter and offered to support WG in their efforts to increase the pool of eligible candidates for Board membership. The Chair confirmed that NRW would be represented at the seminar planned by the Welsh Government.
23. The Chair confirmed the Board's approval for the proposals in the paper.

Governance Arrangements for Flood and Coastal Risk Management (NRW B (O) 10.13)

24. Ceri introduced the paper and Steve Cook as author. The Remit letter included priorities for flood management and NRW's duties had transferred from EAW. Board approval was sought for the recommendations in the paper.
25. The Chair noted the impact on economy, business and communities of this work. The Board noted the possible opportunities to revise the governance arrangements in the future creating a more focused and flexible arrangement.
26. The Chair confirmed the Board's approval for the recommendations in the paper.

Administration of Internal Drainage Districts. (NRW B (O) 11.13)

27. Ceri introduced the paper, supported by Steve. The Welsh Government is currently considering the future management of all Internal Drainage Boards. Board approval was sought for the recommendations within the paper.
28. Board members highlighted a need to consider the promotion of a concept of water level management rather than drainage which the Board felt would better support ecosystem management in practice.
29. The Chair confirmed the Board's approval for the recommendations in the paper.

Any Other Business

30. A CD was made available which may help Board members with Welsh pronunciation.
31. The Board noted thanks to the Laboratory Staff and all the NRW staff who had attended to provide briefings and information at the Board Meeting.
32. The Chair confirmed that the next meeting was on 8th and 9th July in North East Wales.

Meeting Closed.