

Meeting minutes: Introductory meeting of the Ocean Decade UK National Decade Committee

Meeting date and time: 6 July 2022, 12:00-14:00
Online meeting

Minutes prepared by: UK-NDC Secretariat

1. Welcome and Approval of the Draft Agenda

The interim Co-Chairs, Lowri Griffiths (FCDO) and Stephanie Ockenden (Defra) welcomed all attendees to the meeting and noted apologies from members who were unable to attend (see Annex A for Attendance List). The meeting aim was described as follows: an opportunity to welcome the new UK National Decade Committee (UK-NDC), for Committee members to introduce themselves, to provide an update on the UN Decade of Ocean Science for Sustainable Development ('the UN Ocean Decade') and the role of the Committee, and to discuss a forward look and consider next steps.

The draft agenda was approved with no additional items added under any other business.

2. Round Table Introductions

Stephanie Ockenden led a round-table of introductions for attendees on the call. The Co-Chairs and Secretariat were introduced. The Co-Chairs highlighted they are interim committee co-chairs until a new chair is recruited. Committee members introduced themselves using a 2-minute lightning talk/elevator pitch style.

Alison Clausen introduced herself from the IOC-UNESCO, as a guest invite to the meeting, and briefly discussed developing the capacity of countries NDCs, and the importance of the global stakeholder forum for collaboration with other NDCs.

Committee members highlighted areas of interest and research overlap, and shared useful links in the meeting chat:

www.another-way.org.uk

www.healthcareocean.org

<https://morethanmaps.sartrac.org/about/>

<https://www.ecopdecade.org/>

Actions

- If committee members wish to update their biographies in Supporting Document 1: Biographies, please email an updated biography to the Secretariat. Deadline: 08/08/22.
- The Secretariat will then circulate, for information, the up-to-date committee biographies to members in advance of the September workshop.

3. Introduction to the Ocean Decade and National Decade Committees. UK-NDC state of play and forward look.

Chris Green (Defra) gave a presentation containing a brief overview of the Ocean Decade, the role of National Decade Committees, and the scope of the UK's National Decade Committee. He introduced key elements of the draft Terms of Reference (ToR) and the forward plan, including a workshop in September 2022. He noted that NDCs are considered to be essential elements for engaging stakeholders on the Ocean Decade. They play an important role in ensuring that national stakeholders are aware of and can access Decade benefits (research, tools, opportunities). They also coordinate and link national action to the Decade framework. There is a desire for committee members to build expertise on the Ocean Decade to become focal points for the ocean science and sustainability community, and able to champion the initiative. Key functions in the draft ToR for the UK-NDC focus on "coordinating", "communicating" and "facilitating". The draft ToR for the committee are under development and will be circulated to the committee for comment in advance of the September workshop.

The workshop in September will be run over two days and will aim to develop a forward work plan for the Committee, noting that the direction and work of the committee should be developed by the membership. Chris asked the committee (1) whether they have any questions on the forward plan, (2) whether they have any ideas/views for the content of the workshop.

There was discussion from committee members about having an overview of the status of UK endorsed Decade Actions, and to hear from organisations/individuals already involved/engaged with endorsed Actions. Chris Green highlighted it would be useful to develop a key stakeholder list and that the Secretariat could share a summary of endorsed Actions that the UK's ocean community is engaged in. Chris also mentioned the option to have updates from organisations already undertaking Decade Actions, including at the September workshop and potentially observer participation at future committee meetings.

There was a question about availability of a government statement to support the work of the UK-NDC. Stephanie Ockenden highlighted there are key lines produced by UK Government on the importance of the UN Ocean Decade, which the Secretariat could share with the Committee.

There was a suggestion about drawing up a list of activities that could be aligned with the UN Decade, particularly activities from sectors not necessarily well represented in the Decade Actions list presently. Chris highlighted mainstreaming existing UK activities to the Ocean Decade, to develop our contribution to the Decade, could be a good first step.

On ways of working between Committee meetings, suggestions were made; for example for email distribution lists and MS Teams Channels to be established to support the Committee in making connections and engaging with each other. The Chair welcomed any further suggestions for ways of working or questions related to communications to be made to the Secretariat. The Secretariat will then consider and take forward 'quick wins' ahead of September, and table for the September agenda a discussion on more substantive ways of working topics. Members also enquired on the protocol for tweeting/use of social media, and where the Secretariat will explore this further, including guidance in the ToR or separately.

Stephanie Ockenden mentioned that the UK's Marine Science Co-ordination Committee (MSCC)¹ is undergoing review at present. Stephanie highlighted that the UK-NDC is intended to complement and not duplicate the MSCC, and that the UK-NDC is seen as having greater focus on all society and driving transformational science (in line with the UN Decade ambitions). Interlinkages between the committees will be explored in particular, as part of and once the MSCC review concludes.

There was a question from members about the scope and potential for the Committee to undertake partnership working. Also, if any of the Committee knew of existing examples of partnership working for Decade Actions. Chris highlighted that it was for the Committee to develop its relationships and partnership working with organisations outside the Committee for facilitating Decade Actions. Also, the potential for the UK-NDC to provide advisory roles to other groups/organisations could be explored.

It was highlighted that the Committee could reach out to other NDCs/groups to understand lessons learnt on shared engagement practices for Decade Actions.

Actions

- Committee members to email to the Secretariat ideas for the September 2022 workshop, including any presentations they may wish to give. Deadline: 12/08/22.
- Committee members to email the Secretariat with ways of working/practical committee communication suggestions (e.g MS Teams, Global Stakeholder Forum). Deadline: 08/08/22.
- Secretariat to provide to the committee, for information, key lines produced by UK Government on showcasing the UN Ocean Decade. Deadline: 27/07/22.

¹ <https://www.gov.uk/government/groups/marine-science-co-ordination-committee>

- Prior to the September workshop, the Secretariat to email committee members an onboarding pack, including: draft committee Terms of Reference, a travel and subsistence policy, and a social media communications policy. Deadline: 19/08/22.

4. UN Ocean Conference 2022 – opportunity for feedback from attendees

Lowri Griffiths gave a brief overview of the UN Ocean Conference that took place in Lisbon Portugal, in late June 2022. Attendees at the conference were asked to provide any feedback or insights that they had for the benefit of the Committee.

Alan Evans highlighted the conference focus was on the Sustainable Development Goal 14, but there were decade related events organised by the IOC throughout the conference.

Emma McKinley highlighted discussions from the conference she was aware of, on Ocean Literacy and wider implementation of this within the goals of the Ocean Decade. There was a brief discussion between members about ocean literacy needs and actions to consider for the UK-NDC.

Lowri highlighted another UN Ocean Conference is planned for France (in 2025).

Actions

- N/A

5. Global Stakeholder Forum – background and instructions

Frances Mynott (Committee Secretariat) shared a pre-recorded video from the Global Stakeholder Forum (GSF) Manager, Ashli Akins (IOC-UNESCO). The video gave an introduction to the GSF, how to make best use of the GSF, and the private UK-NDC Group on the GSF. It was also highlighted that Ashli has created individual profiles for each committee member that needed to be activated so that members can use the GSF.

The Committee were asked to note the following links:

- Ashli Akins, GSF Community Manager. Email: a.akins@unesco.org
- Access the Global Stakeholder Forum here: forum.oceandecade.org
- Look for an activation link from this email: <mailto:oceandecade.gsf@unesco.org>

There was brief discussion about using the UK-NDC private group on the GSF for future, in committee communications.

Actions

- Committee members to activate their individual Global Stakeholder Forum profiles, using link sent in an automated email from oceandecade.gsf@unesco.org. Deadline: 29/07/22.
- Secretariat to investigate the use of the UK-NDC private group on the Global Stakeholder Forum for future committee communications. Deadline: 29/07/22.

6. Next Steps and Close

Stephanie Ockenden confirmed the list of actions agreed in the meeting. Stephanie and Lowri thanked the committee for their attendance and the meeting closed.

Actions

- Secretariat to circulate the Ocean Decade presentation slide pack for information, and meeting minutes for review. Deadline: 22/07/22.
- Secretariat to circulate, ahead of September, draft Terms of Reference to committee members for review and comments. Deadline: 19/08/22.
- Secretariat to email members with September workshop event details (venue, times, dates etc). Deadline: 08/08/22.
- Members are requested to do some reading on the UN Ocean Decade to up-skill in advance of the September workshop. Publications can be found on the Ocean Decade website and a list of suggested documents are below:
 - [The Science We Need for the Ocean We Want](#)
 - [Join the Movement for the Ocean We Want](#)
 - [Codesigning the Science We Need for the Ocean We Want](#)
 - [Implementation Plan](#)
 - [National Decade Committees](#)
 - [Annual Progress Report 21/22](#)

Annex A: Attendance list

Interim Co-Chairs

1. Lowri Griffiths (FCDO)
2. Stephanie Ockenden (Defra)

Committee Members

3. Lydia Bach (University of Glasgow)
4. Amy Bray (Another Way charity)
5. Victoria Chinery (The United Kingdom Hydrographic Office (UKHO))
6. Aline da Silva Cerqueira (King's College London & ZSL)
7. Antony Firth (Historic England)
8. Natalie Fox (Early Career Ocean Professionals Programme)
9. Michelle Frost (Edinburgh Napier University)
10. Donal Griffin (Fair Seas)
11. Richard Hixson (County Durham and Darlington NHS Foundation Trust)
12. Emma McKinley (Cardiff University)
13. Hayley Roberts (Bangor University)
14. Natasha Simmonds (University of Aberdeen)
15. Sien van der Plank (University of Southampton)

Devolved Administrations

16. Barbara Berx (Scottish Government)
17. Bekah Cioffi (Welsh Government)

UK IOC Representatives

18. Alan Evans (National Oceanography Centre (NOC))
19. Ed Hill (NOC)

Secretariat

20. Frances Mynott (Cefas)
21. Suzanne Painting (Cefas)
22. Chris Green (Defra)

Apologies

- 23. Colin Armstrong (Northern Ireland Executive)
- 24. Francesca Bevan (Marine Conservation Society)
- 25. Matt Frost (Marine Biological Association)
- 26. Gina Reinhardt (University of Essex)

Invited Participants

- 27. Alison Clausen
(Intergovernmental Oceanographic Commission of UNESCO (IOC-UNESCO))

Officials

- 28. Oana Dragomir (Defra)

Observers

N/A