



Ocean Decade UK

2021 United Nations Decade
2030 of Ocean Science
for Sustainable Development

7th Meeting of the UK National Decade Committee

Meeting Minutes

14th December 2023, Online

Attendees

Members Present: Matt Frost (Chair), Aline da Silva Cerqueira, Amy Bray, Antony Firth, Donal Griffin, Emma McKinley, Francesa Ginley, Hayley Roberts, Lydia Bach, Michelle Frost, Natalie Fox, Sien Van der Plank, Victoria Chinery.

Ex-Officio: Alan Evans (NOC), Anamul Islam (Secretariat), Barbara Berx (Scottish Government), Caroline Culshaw (Defra), David Hughes (Secretariat), Frances Bird (Defra), Reem Laghmadi (Defra), Suzanne Painting (Secretariat).

Apologies: Gina Reinhardt, Natasha Simmonds, Richard Hixson.

Ex-Officio Apologies: Bekah Cioffi (Welsh Government), Colin Armstrong (Northern Ireland Executive), Dave Carlin (Defra), Ed Hill (NOC), Edward Atcherley-Symes (FCDO), Lowri Griffiths (FCDO).

Item 1: Welcome & Introductions

Purpose

To provide updates from the Secretariat, UK Delegates to the IOC and Sub-Committees on progress made since September meeting, and to reach consensus on decisions for UK NDC involvement with the 2024 Ocean Decade Conference and Vision 2030 consultation process.

Introductions

New Secretariat member, Anamul Islam, was introduced and welcomed to the Committee meeting.

Item 2. Minutes and Actions

Minutes from the September meeting were agreed, and actions were reviewed. It was suggested that the Secretariat would provide periodic email reminders to the Committee of the continuing actions, ensuring that reporting remains up to date.

Continuing Actions (all Committee members):

- Share links to the UK NDC website more widely throughout networks.
- Update internal spreadsheet of upcoming events and conferences.
- Add any UK NDC activities undertaken/presentations given by the Committee to the internal IOC reporting document.

Item 3. Secretariat Updates

The Secretariat provided Committee members with updates on two newly endorsed UK contributions to the Decade: The Marine Environmental Data and Information Network (MEDIN) will submit UK marine data to the Ocean Decade's OceanInfoHub, providing open access to marine data internationally; Historic England's 'Unpath'd Waters' will deliver integrated management tools to help protect heritage and enable the public to co-design new ways of interacting with marine heritage.

Further updates from the Decade Coordination Unit (DCU) following the October Focal Points meeting were provided by the Secretariat:

Updates on the Ocean Decade

37 National Decade Committees have now been formally established and three new decentralised coordination units have been confirmed (Pacific Islands Region of the Pacific Ocean, Southern Ocean, Ocean Literacy & Cultural Values). An Ocean Decade NGO task group (co-chaired by IOC-UNESCO) has been established to draft a roadmap for NGO engagement with the Decade. The task group will develop a satellite event for the Barcelona conference in April 2024. Finally, the Ocean Decade had a presence at COP28 in Dubai with activities including: a half-day event in the Ocean Pavilion; a dedicated pavilion with Ocean X in the 'Blue Zone' to accommodate discussions; a working session with philanthropic organisations at the Science to Climate Action pavilion.

Call for Decade Actions

The Committee were reminded that the 6th Call for Decade Actions opened on 15th October, trialling a new process to support the development of Decade Actions in Africa and Small Island Developing States (SIDS). The latest call includes a focus on contributions to help support the process and encourage co-design and support of Decade Actions, as well as a standard Expression of Interest process for programmes addressing any of the ten challenges. To date, 47 programmes, 277 projects and 85 contributions have been officially endorsed by the Decade Coordination Unit.

Ocean Decade Capacity Development Facility

The official launch of the Ocean Decade Capacity Development Facility will take place on 12-13th December. The facility will support demand driven capacity development to address the Ocean Decade challenges and create necessary links between DCCs, DCOs, NDCs and those with endorsed Actions. Priority beneficiaries include individuals from SIDS and early career ocean professionals (ECOPs).

Ocean Decade Conference 2024

The Committee were reminded that pre-registration for the Barcelona conference has now closed, but the registration date has been delayed. Further discussion on the Ocean Decade conference attendance was discussed in Agenda Item 8.

Strategic Ambition Setting

The strategic ambition of the UN Ocean Decade is under review by the Vision 2030 process. The first public webinar was held on the 2nd of November and a second will be held on the 4th of February. Reviews of the white papers drafted by ten working groups will open mid-January 2024 for four weeks. After the Barcelona Conference, NDCs will be invited to work on implementing white papers at a national level.

NDC Country Factsheets

The DCU have proposed that NDCs develop a factsheet to share experience between countries, inspire others to develop NDCs and inform all stakeholders of regional Ocean Decade activities. Factsheets will be made publicly available via the Ocean Decade website. The document will showcase activities carried out by the NDC as well as providing evidence of overall national

participation in the Decade. It was noted that the factsheets will not replace the formal IOC-UNESCO reporting process, therefore both documents will be produced in tandem.

Actions:

- Secretariat to send regular reminders to capture upcoming events and NDC activities on Google Drive.

Item 4. UK Delegates to IOC Updates

UK representatives to the IOC provided updates following the UNESCO General Conference in November. Following a UK led initiative (UK Delegation to the IOC and UK UNESCO Rep in Paris), the UNESCO agreed to increase the budget from UNESCO to the IOC from 2% to 3% of the UNESCO Regular Budget. Following the re-joining of the US, calls were made at the UNESCO GC for a dedicated amount of funding to be allocated to the Ocean Decade (about \$1.3-1.5 million), however this does not appear to have materialised in funding separate to the increased budget given to the IOC. The IOC Intersessional Financial Advisory Group will help guide the direction of these increased funds. Furthermore, there's an expectation that an additional extra budgetary £26 million dollars be raised for the biennium period 2024-25 through voluntary contributions, whether these be in-kind contributions, direct funding or raised through participation in projects. At COP28, Vladimir Ryabinin (Exec Secretary, IOC-UNESCO) thanked the UK delegates for their efforts.

Item 5. Website Updates

The Secretariat provided updates on the newly developed content on the UK NDC website: September Meeting Minutes (Plymouth Marine Laboratory); updates to the UK Endorsed Actions pages; news article to announce the newly endorsed Marine Environmental Data and Information Network (MEDIN) contribution to the Ocean Decade's OceanInfoHub. It was highlighted that the website landing page is currently 'static' and a request was made by the Chair to look into the possibility of a news ticker to be added to better promote new updates.

Committee members were provided with an update on user analytics for the UK NDC website. Data highlighted a 35% decrease in website views this quarter (Oct-Dec) versus last quarter (Jul-Sep), therefore Committee members were asked to continue promoting the website within their networks to help improve engagement. A significant increase in website reach was noted, gaining visitors from Nepal, Ghana, India Nigeria, Seychelles, France, Italy and Portugal. It was suggested that promotion of the UK NDC at the October Focal Points meeting and at COP28 in December have helped to garner greater international interest. A breakdown of user acquisition was presented: 55% of users visiting the website directly via the URL, 25% via Google search, 10% via LinkedIn and 15% via other sources (search engines, email signatures). It was noted that when searching via Google, the UK NDC website appears relatively low down on the list of search results. A request was made to consider search engine optimisation (SEO) functions to help move the UK NDC website to the top of the search results.

Finally, the Secretariat informed the Committee that a Social Media Governance document is in development for the use of a UK NDC LinkedIn profile. The profile will be used primarily to share updates, expand the Committee network and generate a greater traffic flow to the UK NDC website. The Secretariat will work closely with the Communications and Engagement Sub-Committee to outline best practices and ways of working when developing content for social media.

Actions:

- Secretariat to add spatial maps and policy page to website.

- Secretariat to explore options for improved functionality, including interactive content, news ticker on landing page and improved search engine optimisation.

Item 6. Sub-Committee Updates and proposed work plans

Decade Action Calls

Priorities for the Decade Action Calls Sub-Committee have been to refine the scope of the workplan based on Committee feedback at the previous meeting, identify key deliverables and define the remit of the group based on a set of achievable objectives. The remit has been defined as '*Facilitating the co-design and co-delivery of Ocean Decade Actions in the UK as part of our national contribution to the UN Ocean Decade, promoting and enabling delivery of transformational ocean science to meet its societal outcomes*'. The Sub-Committee have identified four priority objectives to aid delivery of the remit statement:

1. **Encourage the submission of UK led projects** to be endorsed by the Decade Coordination Unit as UN Ocean Decade Actions.
2. **Provide input and support** to stakeholders developing Decade Actions.
3. **Play an active role in facilitating interaction and dialogue** between stakeholders in the UK and abroad to promote co-design and co-delivery of Actions.
4. **Engage with partner countries** to share best practice and to assist in developing and establishing other National Decade Committees.

The Sub-Committee highlighted the need to work alongside the Communications and Engagement and International Engagement Sub-Committees to deliver on objectives 1 to 3. It was noted that an endorsement process FAQ document is being prepared, which will be provided as a reference for interested stakeholders to help deliver the first three objectives. Whilst the official UN guidance notes and application forms are already available on the UK NDC website, it was noted that the online information does assume some prior knowledge of the Decade and endorsement processes. It was therefore agreed that the publication of the FAQ document would help alleviate this concern and be the first point of reference for most general queries.

Collaboration with the International Engagement Sub-Committee was also discussed in order to deliver on objective 4, in which connections will be made between other NDCs to share ways of promoting and supporting national Decade actions. Connections would seek to identify how NDCs interact with and provide advice to stakeholders interested in endorsement.

It was identified throughout discussion that there is not yet an appointed contact point to provide support and advice to stakeholders requiring help with the development of Decade actions. It was unanimously agreed upon that due to the complexities of the endorsement process, no members of the Committee are yet comfortable in volunteering for such a role. In order for Committee members to clarify their understanding of the process (and to be able to provide support to enquiring parties) it was suggested that an endorsement focused workshop session should be held at the next in-person meeting. The session would provide a worked example of a stakeholder enquiry on the endorsement process / development of Decade actions, which will lead to the development of a standardised Committee process for delivering advice and providing the relevant contacts, documents and information. It was suggested that once this process is developed, a similar workshop style event could be hosted by the UK NDC to provide stakeholders with the tools to seek endorsement for their projects. It was noted that organisers of MASTS may be able to help facilitate such an engagement.

Policy

One of the biggest issues identified at the previous meeting was accessibility of funding, both for UK NDC activities and for stakeholders engaging with the Decade. The Policy Sub-Committee highlighted their potential to help influence funding direction, by informing government/policymakers on the

relevance of Ocean Decade work through the series of proposed policy briefs. The briefs will include a recommendations section and possibly a 'funding landscape' section, which can be utilised to highlight areas of funding priority.

The Policy Sub-Committee expressed the need to work closely with Communications and Engagement Sub-Committee to develop a standardised template for briefs, and with the Secretariat to establish a mechanism to distribute and store documents on the website/social media platforms. Policy briefs will highlight topical areas (e.g. cultural heritage) to showcase specific UK-based actions, providing links and information on how to get involved. It was noted that policy brief publication and distribution will coincide with major Ocean Decade events and deadlines such as Call for Decade Action openings, and the Policy Sub-Committee will work closely with the Decade Action Calls Sub-Committee to include guidance on relevant actions and challenges.

Whilst policy briefs will be predominantly UK-centric, the Policy Sub-Committee highlighted the need to liaise with the International Engagement Sub-Committee to capture and publish information around the Vision 2030 white papers and the Ocean Decade Conference 2024. It was also recommended that a policy brief should be developed to indicate where G7 countries are working together within the Ocean Decade, highlighting the UK's involvement in international work.

During plenary discussion it was agreed that the first policy brief, designed to be a general introduction to the Decade, should be published online and distributed via email prior to the Coastal Futures Annual Conference (24-25th January 2024) at which a presentation on the Ocean Decade / UK NDC will be delivered by the Committee Chair. It was noted that a standard email cover letter will need to be developed, as well as the compilation of contacts for the distribution list. Further explanatory texts will be required for the UK NDC webpage hosting the policy briefs and URLs provided as links within UK NDC presentations.

Communications and Engagement

The Communications and Engagement Sub-Committee presented progress made on the development of a long-term UK NDC communications strategy. Intersessional discussions have focused on determining the target audience(s) for communications material, in which it was agreed that a dedicated LinkedIn profile would be the best way to promote activities with stakeholders from across the scientific community, industry, NGOs and individuals. It was suggested that the social media page (to be developed within the first quarter of 2024) will not be utilised as the primary means of interaction with stakeholders, but shared updates will act as a 'signpost' to drive more interest towards the UK NDC website. The Sub-Committee noted that the profile will be developed through liaison with the Secretariat, who will develop a governance and best practice manual for social media posts. Whilst the Communications and Engagement Sub-Committee will develop standardised templates for these posts, it will be the responsibility of each of the Sub-Committees to produce any content they wish to be shared on social media and the UK NDC website.

Following feedback from the previous meeting on the presentation of the UK NDC short film/trailer, the Sub-Committee have taken on board suggestions for amendments to the voiceover script. It was noted that further development of the trailer has been put on-hold whilst focus is given to the completion of the communications strategy. A need was also expressed to consider the redistribution of tasks and expectations within the Sub-Committee, to ensure that objectives can be delivered despite the limited time and resources available at present.

The Sub-Committee have given further consideration to the external communications process following queries received by the Manta Ray Trust and meetings with the Ocean Voices Programme. Whilst an initial point of contact has been assigned for external communications related to Decade activities, the Sub-Committee have highlighted the need for an individual/team to become the lead contact for providing advice on Decade programmes and contributions.

International Engagement

The International Engagement Sub-Committee highlighted that the majority of work progress has been made on the UK NDC engagement with the Ocean Decade Conference, which will be addressed in Agenda Item 8. A further update included the connection established with India's NDC, in a meeting facilitated by the FCDO. The Chair, Secretariat and Defra representatives met with representatives from the Indian National Decade Committee, to discuss opportunities for collaboration in recognition of existing overlaps in Decade activities.

Actions:

- Finalise and publish first Policy Brief before Coastal Futures Conference (25-26th Jan 2024).
- Secretariat to arrange intersessional meetings between Chair and Sub-Committees.
- Secretariat to include workshop-style item on next meeting agenda, to provide a worked example of the endorsement process.

Item 7. UK Endorsements: Mapping

Defra representatives presented work on the mapping and visualisation of UK endorsed actions and contributions to better understand UK engagement with the Ocean Decade. Whilst originally intended as an internal Defra project, outputs were considered a useful tool for the UK NDC. The task was conducted to address four questions:

How is the UK engaging with the Ocean Decade Challenges?

There are currently three UK-led Decade programmes and 16 endorsed UK-led projects. The projects were analysed against the 10 Ocean Decade Challenges. The data highlighted that Challenge 2 (to protect and restore ecosystems and biodiversity) was addressed most widely, followed by Challenges 4 (to develop a sustainable and equitable ocean economy) and 5 (unlocking ocean-based solutions to climate change). It was made evident that Challenges 6 and 10 (Increase community resilience to ocean hazards; change humanity's relationship with the ocean) are currently underrepresented within the UK-led Decade projects. This highlighted that whilst the UK is doing well to work towards some of the more technical Decade Challenges, it signals the need for more engagement with the social sciences covering resilience research.

What countries are the UK supporting as a partner in Decade Programmes, Projects and Contributions?

The UK is highlighted as a partner in 17 endorsed Decade Programmes, with lead countries spanning three continents (North America, Europe and Asia). It was highlighted that almost 50 percent of these Programmes were led by institutions in the USA (supporting eight programmes). Six UK-partnered programmes are led by three different institutions in China and Hong Kong, and the remaining six UK-partnered programmes are led by other European institutions.

There is a slightly wider distribution observed across the 18 UK-partnered Decade projects, with the UK partnering with endorsed projects in countries throughout North America, South America, Europe and Asia. It was highlighted that the UK is not currently partnered on any Programmes and Projects that are led by institutions in Africa or Australia. It is not known whether that is because there are a limited endorsed actions led by institutions in those countries or that it is a reflection of institutional bias, or more simply due to the location of lead institutions where existing partnerships are in place with the UK.

Which UK institutes are involved in Decade Programmes, Projects and Contributions?

The data highlighted that the National Oceanography Centre is involved in the most Decade actions; leading one Decade Programme and seven Decade Projects. There are currently 11 UK-led Decade Contributions officially endorsed across ten organisations, including Historic England, the Bertarelli Foundation, The Royal Society and the Royal College of Art.

How is UK-led and UK-partnered work geographically spread across UK institutes?

The data highlighted that the majority of UK endorsements were based in English institutions. Scotland is recognised in one of the three UK-led endorsed Decade Programmes, and one of the 16 UK-led Decade Projects. Wales is currently represented by just one UK-partnered Decade project, and Northern Ireland is not represented in any Decade Actions. The Committee agreed that further work needs to be done to promote engagement across all devolved nations, which Sub-Committees will endeavour to support within their workplans.

It was suggested that the visualisations of UK contributions to the Decade should be included on the UK NDC website's dedicated 'UK Endorsed Actions' pages, and the Secretariat will consider options for interactivity of the maps. Maps can also be utilised for UK NDC presentations to help deliver clear information on UK engagement with stakeholders.

Item 8. Ocean Decade Conference and Vision 2030 White Papers

Ocean Decade Conference, Barcelona 2024

Following discussions at the previous meeting, the four proposed activities for engaging with the Ocean Decade Conference were scoped by the International Engagement Sub-Committee:

1. Pre-Conference activity to facilitate UK community engagement.
2. Host a UK reception to celebrate and network UK activity in the Decade.
3. Attend/co-organise NDC activity on sharing best practice.
4. Communicate highlights back to the UK to inspire wider engagement.

Intersessional updates from the IOC and DCU, developments on attendance and registration for the conference, and a stakeholder questionnaire hosted on the UK NDC website helped to identify preferred methods of engagement with the event. Whilst no formal pre-conference activity has been developed, it was agreed that the continued collation and delivery of information to stakeholders regarding the event will raise awareness and further push engagement with the Ocean Decade. It was suggested that the Committee should begin to populate a list of known speakers and UK contributors to the Ocean Decade Conference, as well as the sharing of updates across individual networks.

The stakeholder questionnaire was designed to gauge interest and demand for hosting an in-country reception in Barcelona for UK contributors to the Decade. It was noted that limited responses were received, due in part to the delay in the conference registration process. As over 4000 individuals pre-registered for 1000 places at the conference, it is still unknown as to how many UK representatives will be attending in person. It was agreed by the Committee that a formal event will not be pursued, however an informal gathering of UK contributors in Barcelona could still be considered once attendees are confirmed.

It was suggested that it will be of more value to both the Committee and stakeholders to host a UK-based event/meeting later in the year, with confirmation that the DCU will endorse national meetings as official conference activities. The mapping task presented in Agenda Item 7 highlighted current gaps in UK representation, which could be utilised when considering attendee invitations. There was unanimous support for the development of a meeting specifically related to the endorsement process and development of Decade Actions (as highlighted in Agenda Item 6). It was proposed that sessions will provide stakeholders with tips and guidance on endorsement applications, including a breakdown of the process; help with language and terminology; partnerships and inclusion of SIDS, ECOPs; demonstration of capacity building and efforts to provide long term solutions.

It was suggested that a task-and-finish group should be formed to lead on the communication of highlights back to the UK. It was agreed that any Committee / Ex-Officio members attending the meeting in person would contribute to the work once attendance is confirmed. The Chair also

confirmed participation in two conference events and will provide feedback on an NDC ‘best-practice’ workshop, co-lead with representatives from Brazil and India, and a workshop designed for countries interested in developing an NDC to seek guidance and advice on the process.

Vision 2030 White Papers

The Vision 2030 papers have been developed by a number of UN working groups, to set out priorities for the Ocean Decade and determine how successes are measured and achieved. The ten draft papers will be published in January to undergo a peer review consultation process. The finalised papers will be presented at the Ocean Decade Barcelona Conference in April 2024. Plenary discussion considered how the UK NDC will best engage with the Vision 2030 consultation process.

Due to the volume of published material and time limitations, it was agreed that the Committee will not produce an official public response to the papers but will endeavour to raise awareness of the consultation process within its networks. A suggestion was raised to draft a UK NDC email providing details of the Vision 2030 white papers, deadlines for the consultation period and information on how to get involved, to be distributed via a mailing list. It was also noted that the outputs of the Vision 2030 process will provide a good framework for future stakeholder meetings and for support of endorsement applications.

Actions:

- Proposal for broader engagement to be drafted by Chair and shared with Committee members for review.
- Secretariat to create document for Barcelona Satellite Events on NDC Google Drive.
- Set up a task-and-finish group meeting for engagement with the Barcelona Conference.

Item 9. Feedback on UK NDC Engagements

Committee members provided updates on all intersessional activities and presentations carried out in support of the UK NDC. Committee member Michelle Frost presented a talk on the UN Ocean Decade at the Marine Alliance for Science and Technology for Scotland (MASTS) Annual Meeting in December 2023. The presentation stimulated a high level of interest and discussion within the academic community around the Decade endorsement process and the function of the UK NDC. Committee Chair Matt Frost will present a similar talk titled “*Supporting Ocean Action at a global level: the UN Decade of Ocean Science and the UK National Decade Committee*” at the Coastal Futures Annual Conference in January 2024.

A number of upcoming opportunities for UK NDC engagements were highlighted, including the Sustainable Management of UK Marine Resources (SMMR) annual conference in May 2024 and the Challenger Society Conference in September 2024. Committee members were encouraged to utilise the UK NDC events calendar and agreed that initial contact will be made with event organisers to secure talks at the upcoming conferences.

Following the suggestion of a stakeholder workshop on the endorsement process in Agenda Item 6, it was also noted that MASTS may have the capacity to help facilitate such an engagement.

Actions:

- Contact Sustainable Management of UK Marine Resources (SMMR) organisers to explore opportunities to present at the Annual Conference in May 2024.
- Connect with MASTS to explore opportunities for support with a stakeholder session on the endorsement process.

Item 10. Forward Agenda

The Committee were informed of the finalised date for the next in-person meeting on 5-6th March 2024, to be held at Edinburgh Napier University. It was highlighted that the Secretariat will work to produce the draft agenda and inform the Committee of the finalised start and finish times, to allow sufficient time for travel and accommodation bookings to be made. The Secretariat will also liaise with colleagues at FCDO to confirm the T&S claims procedure for Committee members.

A suggestion was raised to hold an agenda item at the next meeting in which guest speakers are invited to present and discuss contributions to the Decade. It was clarified that a broad scope of invitees should be considered, moving beyond the scientific community to include local stakeholders, industry and cultural representatives in line with the all-society approach. As highlighted in Agenda Item 7, there is a need to further include representatives from the devolved home nations which should be considered when inviting guests. Committee members were encouraged to notify the Secretariat of any suggestions for guest speakers at their earliest convenience.

Actions:

- Inform Secretariat of suggested speakers for March meeting.

Item 11. Any Other Business

No further business was raised for discussion.

Item 12. Summary and Close

All actions were summarised and agreed by the Committee.

Actions

No.	Action	Deadline	Owner
1	Inform Secretariat of suggested speakers for March meeting.	21/12/23	All committee members
2	Finalise and publish first Policy Brief before Coastal Futures Conference (25-26 Jan 2024).	10/01/24	Policy Sub-Committee, Secretariat
3	Contact Sustainable Management of UK Marine Resources (SMMR) organisers to explore opportunities to present at the Annual Conference in May 2024.	10/01/24	Chair/ EM
4	Proposal for broader engagement to be drafted by Chair and shared with Committee members for review.	· 10/01/24 · 30/01/24	· Chair · Committee members
5	Create document for Barcelona Satellite Events on Google Drive.	18/12/23	Secretariat
6	Set up a task-and-finish group meeting for engagement with the Barcelona Conference by the end of January (or once attendees confirmed).	19/01/24	Secretariat
7	Follow-up with BB on connecting with MASTS to support a stakeholder session on the endorsement process (after March 2024).	17/04/24	Secretariat
8	Website updates: <ul style="list-style-type: none"> · Add spatial maps to endorsement pages. · Add policy page and share link with Chair. · Investigate options for interactive maps, news items on landing page, improving searches on Google (SEO). 	· 18/12/23 · 18/12/23 · 10/01/24	Secretariat
9	Arrange intersessional meetings between Chair and Sub-Committees before March 2024 meeting.	10/01/24	Secretariat
10	Send regular reminders to capture upcoming events and NDC activities on Google Drive documents.	Quarterly	Secretariat
11	Planning and preparation for UK NDC in-person meeting in Edinburgh. <ul style="list-style-type: none"> • Include 'workshop' agenda item to work through the endorsement process. 	04/02/24	Secretariat

Agenda

Time	Item		
10:00-10:05	1	Welcome & Introductions	Verbal - Chair
10:05-10:10	2	Minutes and Actions	Paper – Secretariat
10:10-10:20	3	Secretariat updates: focal points meeting, etc	Verbal – Secretariat
10:20-10:25	4	UK delegates to IOC: update	Verbal
10:25-10:30	5	Website: updates, analytics	Verbal – Secretariat
10:30-11:20	6	<p>Sub-Committee updates & proposed work plans:</p> <ul style="list-style-type: none"> - Action Calls (10 min) - Policy (10 min) - Communications and Engagement (10 min) - International Engagement (in Item 8). <p>Q&A (20 min)</p>	Papers/Slides – representative from each Sub-Committee
11:20-11:30	Break		
11:30-11:40	7	UK endorsements: mapping	Verbal
11:40-12:20	8	Ocean Decade: Barcelona Conference and Vision 2030 white papers	Plenary discussion
12:20-12:40	9	Feedback on engagements by Committee members: meetings, presentations, promotion of NDC and the Decade. Including upcoming opportunities.	Round table – All Committee Members
12:40-12:45	10	Forward agenda	Verbal - Chair
12:45-12:50	11	Any other business	Verbal - Chair
12:50-13:00	12	Summary and Close	Verbal - Chair