

Minutes of UKEB's Private Session held on 20 July 2021 at 9:30 am via Microsoft Teams

PRESENT:

Name	Designation
Pauline Wallace	Chair
Amir Amel-Zadeh	Member
Mike Ashley	Member (From Minute 1 to 4.4)
Phil Aspin	Member
Kathryn Cearns	Member
Katherine Coates	Member
Paul Lee	Member
Giles Mullins	Member
Liz Murrall	Member
Sandra Thompson	Member (From Minute 4.4 onwards)
Michael Wells	Member

1. Administrative Matters

- 1.1 The Chair welcomed everyone to the meeting. There were no apologies for absence.
- 1.2 There were no declarations for conflict of interest in relation to the matters to be discussed in the meeting.
- 1.3 The Board approved the minutes of the meeting held on 9 July 2021 for publication.
- 1.4 The Board noted the Action log of the items arising from previous meetings.

2. Risk Register- Key Risks Review

- 2.1 The Board considered and discussed the paper which outlined the key risks for recording on the UKEB's risk register, the risk mitigations and the timeline for developing the Risk Management Framework.
- 2.2 The Operations Director thanked the Board for their comments and agreed to take the suggestions into consideration while preparing the risk register.

3. Conflict of Interest Policy

- 3.1 The Board considered and discussed the draft of the Conflicts of Interest Policy and the draft of the Gifts & Hospitality Policy which was closely linked to, and referenced in, the draft Conflicts of Interest Policy.
- 3.2 The Operations Director thanked the Board for their comments and suggestions and agreed to take them into consideration while revising the Policy. It was agreed that further revisions would be discussed with the Chair and the final version would be presented to the Board at a future meeting.

4. **Technical Updates**

- 4.1 The Board noted the recent technical updates. The Board noted that the Work Plan and the Register of meetings would be published on UKEB website.

5. **Draft strategy on thought leadership activities**

- 5.1 The Board considered the draft thought leadership strategy which had been revised following the discussions at the 9 July 2021 Board meeting.
- 5.2 It was outlined that while thought leadership was embedded across all UKEB activities, the draft strategy addressed the intent to engage in proactive long-term thought leadership and built on UKEB's influencing strategy.
- 5.3 UKEB Secretariat agreed to take the suggestions and contributions into consideration when revising the strategy.

6. **Sustainability Disclosures – Corporates**

- 6.1 The Board considered a paper outlining the background on domestic and international activity related to the development of sustainability disclosure regimes and standards.
- 6.2 The Board noted that the Secretary of State for the Department for Business, Energy and Industrial Strategy (BEIS) was considering options to delegate the powers to endorse and adopt international sustainability standards for use in the UK.
- 6.3 The Board committed to ongoing monitoring of the progress on BEIS's consultation in this area.

7. **Any other business**