

SSC Steering Group Meeting

Date: 17th June 2024 09:00-12:00 (BST)

Attendees: 10 attendees (8 Steering Group, 2 Secretariat).

Summary – agenda, notes, decisions

1. Governance and membership

- The SG agreed to implement a rolling Chair, with the Chair to be agreed prior to the next meeting.
- The Steering Group approved the membership applications from Sykes Seafood and Aquascot.

2. Special item: external stakeholders and SSC Codes

SG members discussed articles referencing the SSC Codes and engaging stakeholders in the governance of SSC.

- The SG agreed to establish a communications protocol.
- It was agreed to revisit broader governance suggestions at a future meeting, including a possible complaints mechanism.

3. Working Group Updates

Accountability Working Group (WG): There have been five online meetings to date. The WG have trialled and revised the Implementation Survey, and agreed frequency (every two years) and scope (mandatory for all members unless first year of membership / Affiliate member). The accountability mechanism will be introduced during the July all-member meeting. Members are to complete the Implementation Survey by the end of August. Draft findings will be collated by the Secretariat by the end of September with a final report for the SG by the end of October.

Codes WG: There have been three online meetings and one in person meeting, with a fifth scheduled at the end of June. The working document was shared with the Steering Group. The WG requested additional support.

Implementation WG: There have been two online meetings to date. Work has been focused on developing a glossary and onboarding materials for new members/new contacts within existing member companies. The WG is also prioritising development of a 1–2-page summary document about the SSC to link to key resources, a key stakeholder matrix, and an example risk assessment. Additional activities may include external stakeholder webinars and a buddy system. The SG noted that the stakeholder matrix will be helpful for stakeholder engagement by the Codes WG. It was suggested that more experienced members such as the SG could act as buddies for other members.

4. Budget

The SG discussed the additional Secretariat support to manage a comprehensive stakeholder engagement and consultation process on the revised Codes. The SG also discussed the proposed fees for 2025.

- It was agreed that a formal proposal is required for the stakeholder engagement project.
- The SG will present the fees at the July all-member meeting, alongside a communication document to members.
- It was agreed that the Secretariat will discuss options for supplementary funding with other organisations.

5. Member engagement

The Secretariat updated on the member communication plan.

- The SG agreed the indicative agenda for the all-member meeting, with WG members to finalise details.

6. Communication

The Secretariat summarised stakeholder engagement in Barcelona.

- The SG agreed that the priority for stakeholder engagement is on the revision of the Codes.