

SSC Steering Group Meeting

Date: 8th November 13:00-16:00 (GMT)

Attendees: 11 attendees (7 Steering Group; 4 Secretariat)

Summary – agenda, notes, decisions

1. Strategy

The Secretariat communicated feedback from members on the strategy, which had overall support.

- It was agreed that the strategy should be published and the Secretariat should work on the infographic to communicate it.

2. Membership

The Secretariat communicated feedback from the membership on the Terms of Reference (ToR), which had overall support.

- It was agreed that the ToR should be published on the website, including the membership application form.
- It was agreed that the SSC should reopen for membership applications, and the Secretariat will follow up with six companies who have expressed interest in joining the SSC.

3. Delivery and budget

The Secretariat reported that delivery and budget were on track for 2023. The SG noted that the budget was very lean, and options were discussed for increasing the budget.

- It was agreed not to put additional pressure on members by increasing fees in 2024, but that there should be discussion in 2024 on future fee increases and that members should be informed of potential fee increases in 2025.
- Some SG members offered in kind support by hosting future meetings.

4. Risk Assessment template

The Secretariat outlined the plan for the Risk Assessment template that the SG had reviewed.

- It was agreed that the SG comments and amendments would be incorporated into the Risk Assessment template document and the updated version circulated to members for completion during Q4 2023 to inform updates to the Codes.

5. Workplan

The Secretariat presented the second draft of the workplan, incorporating SG feedback. This included a suggested prioritisation of activities for 2024, and a timeline and budget allocation.

- The workplan was agreed with minor amendments.
- The SG discussed strengthening the SSC's relationship with SEA Alliance as part of the work regarding social responsibility updates to the Codes. It was agreed that members of the SEA Alliance Steering Committee and the SSC Steering Group should meet to discuss collaboration as soon as possible.
- The SG suggested that it should be made clear which parts of the Codes align with legislation as part of the Codes review.
- The SG highlighted the importance of capacity building. It was noted that the Secretariat has experience in developing and delivering materials and training; though not a priority for 2024 the SG discussed that training could be developed, which could be mandatory with attached KPIs and reporting. This would be resource dependent.
- The SG felt that although advocacy and engagement is a core aim for the SSC, it should not be as high priority as activities as part of Strategic Aims 1 and 2 for 2024. The SG discussed creation of an advocacy working group and suggested that this should be revisited at a future date. In order to balance Secretariat resource, it was agreed that SG members should represent the SSC at some key events and present a summary back to group.
- The SG highlighted that the proposed activity involving SSC support to connect members with external experts and initiatives on topics beyond the Codes is important.

The Secretariat proposed ways of working for the Working Groups (WGs). The SG noted that WGs should be diverse to reflect the breadth of the SSC membership. The Secretariat suggested options for Accountability WG discussion, such as a rolling accountability mechanism with resource and support allocated to a few members at a time based on criteria such as risk and experience in SSC.

- The creation of the Codes, Accountability, and Implementation Working groups were agreed. It was agreed that each WG should have an SG member as Chair and a Co-Chair from the wider membership (representing different sectors).

6. 2023/2024 meetings

- It was agreed that there should be a mixture of in person and virtual SG, Working Group, and all member meetings.
- It was agreed that there should be an all-member online meeting to communicate the workplan, opportunities to join WGs, completion of the Risk Assessment template, and opportunities to join the SG.

7. AOB

- It was agreed that a SG member would represent the SSC on 16th November event 'How the UK can advance transparency within the global fishing industry and associated supply chains?' and meeting information will be sent to all members.