



The Coal
Authority

MINUTES of the Two Hundred & Fourth Meeting of the Board

Held on Tuesday 19 March 2013

Present:

Mr S Dingle
Mr P Frammingham, Director of Finance & Corporate Services
Ms M P Henton
Mr P J Lawrence, Chief Executive
Dr H M Mounsey, Chairman
Mr S Pennell, Director of Projects
Dr S M Reed, Director of Operations
Mr S J Redmond

In Attendance:

Mr J Delaney, Corporate Manager
Mrs L Lax, Head of HR and Organisational Development
Mr R Spedding

2272 Mr R Spedding

The Chairman welcomed Bob Spedding to the meeting as an observer prior to his appointment as a Non-Executive Director on 1 April 2013.

2273 Minutes of the Two Hundred and First Meeting of the Board held on 18 December 2012

The minutes of the Two Hundred and First meeting of the Board held on 18 December 2012 were signed as a true record.

2274 Stakeholder Management Discussion Paper (AP/CC1576)

The Corporate Manager introduced the paper which set out how the Authority was managing stakeholders to ensure the delivery of corporate objectives.



The Coal Authority

The Chief Executive referred to this quarterly update paper being revised to reflect meeting the objectives of the 5 year corporate plan.

Action – Chief Executive

The Board noted the contents of the paper

2275 Board Members' Interests for Publication in the Annual Report for 2012/13 (AP/CC/1577)

The Corporate Manager introduced the paper which sought confirmation of Members' interests prior to their publication in the annual report.

The Board:

- (i) approved the Board Members' interests as set out in Annex 1 of the paper to be published in the Authority's annual report and accounts for 2012/13;
- (ii) agreed that Members had been reminded of the obligations on them to ensure their interests are recorded in full and maintained up to date and that hospitality offered and/or accepted is also disclosed promptly to enable its timely publication; and
- (iii) agreed that a paper should continue to be presented annually to the Board asking Members to confirm their interests prior to their publication by reference to the Authority's website in the annual report.

2276 Terms of Reference for Audit Committee, Environment Committee and HR & Remuneration Committee (AP/CC/1578)

The Corporate Manager introduced the paper which had been produced to meet the annual requirement for the Board to review the terms of reference for the Audit Committee, Environment Committee and the HR & Remuneration Committee.

A small number of minor amendments had been made to the terms of reference which were highlighted in Annex 1, Annex 2 and Annex 3.

The Board approved the revised terms of reference for the Audit Committee, Environment Committee and the HR & Remuneration Committee.



2277 Freedom of Information Act Publication Scheme (AP/CC/1579)

The Corporate Manager introduced the paper which had been produced to provide an update on the impact upon the Authority of the Freedom of Information Act 2000 and to satisfy the Board's requirement for a periodic review of the FOI scheme.

During the 2012 calendar year the Authority received and responded to 28 FOI requests in compliance with the Act.

The Board:

- (i) acknowledged that the obligations on the Authority under the Freedom of Information Act 2000 continue to be met; and
- (ii) noted that further period updates will be made to inform it about the management of requests.

2278 Any Other Business

- (i) Chairman

Mr Dingle thanked Dr Mounsey for the manner in which she has led the Authority during her period as Chairman. Her tenure in office has seen the Authority go through major periods of change both in its organisation and in the way it operates. The Authority is in a strong position to deliver the ambitious aims of the corporate objectives over the coming years.

2279 Date and Time of Next Meeting

It was noted that the next Board Meeting is scheduled to take place on 18 June 2013.