



The Coal  
Authority

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**MINUTES of the Two Hundred & Seventh Meeting of the Board**  
**Held at the Coal Authority, 200 Lichfield Lane, Mansfield,**  
**Nottinghamshire on Tuesday 20 August 2013**

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**Present:**

Stephen Dingle, Chair  
Paul Frammingham  
Tricia Henton  
Philip Lawrence  
Simon Reed  
Stephen Redmond  
Bob Spedding

**In Attendance:**

John Delaney  
Ian McKenzie

**2288 Apologies for Absence**

Apologies for absence were received from Lisa Lax

**2289 Welcome**

Stephen Dingle on behalf of the Board welcomed Ian McKenzie to the meeting.

**2290 Minutes of the Two Hundred and Sixth Meeting of the Board held on 18 June 2013**

The minutes of the Two Hundred and Sixth meeting of the Board held on 18 June 2013 were signed as a true record.

**2291 Matters arising from the Minutes of the Two hundred and Sixth Meeting of the Board held on 18 June 2013**

- (i) Minute 2282 – Risk Appetite (AP/OM/1593)



Philip Lawrence confirmed that work was ongoing with ensuring that a contextualisation to the risk grid by means of a reference will be included within the risk appraisal section in all future Board decision papers.

**Action – Philip Lawrence**

(ii) Minute 2284 – Stakeholder Management Discussion Paper (AP/OM/1595)

Philip Lawrence stated that the Executive Leadership Team (ELT) was still debating the future structure of the organisation which included consideration of a central management structure for Scotland. The outcome of these discussions will be brought to the Board in October for consideration.

**Action – Philip Lawrence**

2292 **Stakeholder Management Discussion Paper (AP/OM/1602)**

Philip Lawrence introduced the paper which provided an update on progress with managing key stakeholders and set out the plans for stakeholders engagement in the third quarter of the year.

There is a regular interaction with DECC in a number of operational areas. Ian McKenzie agreed to arrange a meeting with Stephen Lovegrove, Permanent Secretary at DECC to discuss business planning.

Positive relationships continue to be built with the Scottish government and National Resources Wales.

A further meeting with Department of Environment, Food and Rural Affairs' officials to discuss future funding for mine water pollution from metalliferous mines will take place in September 2013. Following this meeting, consideration will be given to arranging a meeting with Sonia Phippard, Director Water, Floods, Environmental Risk and Regulation.

**Action – Simon Reed**

A meeting will be arranged with John Ludden Director, British Geological Survey.

**Action – Stephen Dingle and Philip Lawrence**

The Board endorsed the ongoing stakeholder management programme.



**2293 Reputational Management and Communications (AP/OM/1603)**

John Delaney introduced the paper which sought Board approval of the reputational management and communications strategy, crisis communications plan and Twitter strategy.

The communications strategy has been developed to support the delivery of the strategic objectives set out in the five year corporate plan. Discussions had taken place with the e-communications teams at DECC and at the Nuclear Decommissioning Agency. The strategy had been reviewed by the Senior Management Team. It was agreed that social media communications should be discussed with Environment Agency communications team.

**Action – John Delaney**

The Audit Committee to consider the issues of risk associated with the adoption of the Social Media policy.

**Action – Paul Frammingham**

A digital strategy to be produced for consideration by the Board at its meeting on 17 December 2013.

**Action – John Delaney**

The Board agreed:

- (i) The reputational management and communications strategy;
- (ii) The crisis communications plan for a major incident;
- (iii) The Twitter strategy.

**2294 Any Other Business**

- (i) Senior Independent Director (SID)

Stephen Dingle reported that he would be on holiday for the week commencing 9 September 2013 and that Tricia Henton would be the SID during this period.

**2295 Date and Time of Next Meeting**

It was noted that the next Board Meeting is scheduled to take place on 22 October 2013.