



## **MINUTES of the Two Hundred & Nineteenth Meeting of the Board**

**Held at the Coal Authority, 200 Lichfield Lane, Mansfield, Nottinghamshire on Tuesday 16 September 2014**

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### **Present:**

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

### **In Attendance:**

Lisa Lax  
Claire Draycott

### **Apologies:**

John Delaney

### **2310 Declaration of Interest**

Stephen Redmond declared an interest as a consultant for Mott MacDonald.  
Bob Spedding declared an interest as Chair of the Audit Committee at the The Law Society. It was agreed that each member would be asked to leave discussions if deemed necessary.

### **2311 Minutes of the Two Hundred & Sixteenth Meeting of the Board held on 20 May 2014**

The minutes of the Two Hundred and Sixteenth meeting of the Board held on 20 May 2014 were signed as a true record.



**2312 Matters arising from the Minutes of the Two Hundred and Sixteenth Meeting of the Board held on 20 May 2014**

**(i) Minute 2306 Terms of Reference for the HR and Remuneration Committee (AP/OM/1657)**

Stephen Redmond confirmed that the quorum for the HR & Remuneration Committee had been increased and the terms of reference documentation has been harmonized between all Board Committees.

**2313 Stakeholder Management and External Engagement in Operations (AP/OM/1672)**

Simon Reed introduced the Stakeholder Management paper which informs the Board of the key stakeholder and external engagement activities expected going forward. Key stakeholder actions were presented and the Board were asked for feedback and how they can support the plan.

The high volume of work and capacity needed to achieve the Stakeholder Management plan was noted and it was felt that once the Head of Regulation was up to speed in her role then stakeholder interaction activities could be distributed more widely.

All Members were invited to review Appendix 2 of the paper and feedback ways in which they can assist.

**Action – Board**

**2314 Review of standing Orders (AP/OM/1673)**

Amendments to the Standing Orders were agreed and these will be reviewed on an annual basis.

**Action – Philip Lawrence**

**2315 Date and Time of Next Meeting**

It was noted that the next Board Conference Call is scheduled to take place on the 21 October 2014 at 9 am.