



The Coal
Authority

MINUTES of the Two Hundred and Twenty Fifth Meeting of the Board

**Held at The Coal Authority, 200 Lichfield Lane, Mansfield,
Nottinghamshire on Tuesday 19 May 2015**

Present:

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

In Attendance:

John Delaney
Cheryl Jordan
Lisa Lax

2324 Minutes of the Two Hundred and Twenty Fourth Meeting of the Board held on 17 March 2015

The minutes of the Two Hundred and Twenty Fourth meeting of the Board held on 17 March 2015 were signed as a true record.

2325 Matters arising from the Minutes of the Two Hundred and Twenty Fourth Meeting of the Board held on 17 March 2015

(i) Minute 2321 – Corporate Governance – Review of Standing Documents and Board Member’s Interests (AP/OM/1696)

Paul Frammingham stated that following the review of its Terms of Reference the Audit Committee had agreed that paragraph 7.4 be amended to refer to the Audit Committee’s responsibility to ensure that effective systems of internal control and risk management are in place.



It was agreed that the revised Audit Committee terms of reference be brought to the next Board meeting for ratification.

Action – Paul Frammingham

2326 Governance Statement (AP/OM/1698)

Paul Frammingham introduced the paper which had been produced to provide the Board the opportunity to review a draft of the Authority's 2015-16 governance statement.

The statement confirms that the Authority is well controlled and managed but these controls must keep up with the organisational changes that are taking place.

The Government Financial Reporting Manual sets out the requirements to be reported in the governance statement and that it should provide a sense of the organisation's vulnerabilities and resilience to challenges.

A number of amendments were identified as follows:

- i. The Board of Directors attendance matrix set out in paragraph 1.1 to be amended to identify where Directors are not members of specific committees;
- ii. The Audit Committee section set out in paragraph 1.3 to be expanded to include a section on the specific work undertaken by the Audit Committee during 2014-15;
- iii. The paragraph in italics in the Audit Committee section to be moved to paragraph 4.4;
- iv. The Board delegated authority to the Executive Directors to decide on the use of arrows in the table set out in paragraph 4.4

Action – Paul Frammingham

Additional feedback on the draft governance statement to be provided to Paul Frammingham.

Action – Board Members

The Board noted the contents of the report.



2327 Strategic Framework and Delegated Authority (AP/OM/1699)

Paul Frammingham introduced the paper which had been produced to enable the Board to review and approve the framework of strategic control.

The Board reviewed and approved the framework of strategic control in December 2013. The framework summarises those items reserved for the Board and outlines the powers delegated to Executive Directors.

There was one substantial change included in the framework attached at Appendix 1 associated with commercial opportunities pursued by the Authority being brought to the Board. The other proposed changes were associated with the deletion of paragraph 2(i) in Section C Powers delegated to individual Executive Directors and changes to individuals' titles.

The Board confirmed that the framework of strategic control remains appropriate and approved the framework of strategic control attached at Appendix 1 to the paper.

2328 Review of Gifts and Hospitality Register (AP/OM/1700)

Philip Lawrence introduced the paper that had been produced following the Board review of the Gifts and Hospitality Policy in March 2015.

Attached to the paper was the full register of gifts and hospitality for the Board and for staff.

The Board noted the register of gifts and hospitality and requested that an update be brought back to the Board annually.

2329 Board Objectives for 2015-16 (AP/OM/1701)

Stephen Dingle introduced the paper to which was attached the proposed Board objectives for 2015-16 that had been produced following the discussions at the Board meeting in March 2015 and subsequent individual suggestions being made.

Philip Lawrence agreed that the objectives cover the correct issues but require minor amendment to reflect the corporate nature of the Board whilst also explaining the role of the Non-Executives.

The Board agreed the Board objectives 2015-16 subject to the changes identified being made.

Action – Stephen Dingle and Philip Lawrence



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The final Board objectives 2015-16 to be circulated to Members.

2330 Date and Time of Next Meeting

It was noted that the next Board Meeting is scheduled to take place on 16 June 2015.