

**From:** [REDACTED]  
**To:** [REDACTED]; [Burns, Anna](#); [REDACTED]; [Sutton, Rob](#)  
**Cc:** [REDACTED]  
**Subject:** RE: Comms Principles & SEEN  
**Date:** 02 November 2022 08:58:17

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Thanks [REDACTED] - I'll work with others to ensure you have a briefing and lines to take for James/Lucy/John L – would COP 17<sup>th</sup> Nov be ok?

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**From:** [REDACTED]@environment-agency.gov.uk>  
**Sent:** 01 November 2022 14:16  
**To:** Burns, Anna <[anna.burns@environment-agency.gov.uk](mailto:anna.burns@environment-agency.gov.uk)>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]@environment-agency.gov.uk>;  
[REDACTED]@environment-agency.gov.uk>; Sutton, Rob  
<[rob.sutton@environment-agency.gov.uk](mailto:rob.sutton@environment-agency.gov.uk)>  
**Cc:** [REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]@environment-  
agency.gov.uk>

**Subject:** RE: Comms Principles & SEEN

Hi [REDACTED],

This is all really helpful, many thanks. I'll pass the information on to James.

The only additional request for a few weeks' time is we have an All Staff Call on 24<sup>th</sup> November where it's likely this topic will be raised. It would be great to get some advice a week or so before then on

a) where we are with this ie. a brief account of when and how the network was launched, the rationale of why we allowed it to go ahead, and a summary of the internal/external reaction and any subsequent next steps, and

b) suggested lines to take on any of the trickier questions that might come up.

Lucy H and John L will be on the panel too and I'm sure they would also appreciate this info. Also, if you have any advice on how we should moderate slido questions that come up on this topic, we'd really appreciate if you could send those through.

Best,

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**From:** Burns, Anna <[anna.burns@environment-agency.gov.uk](mailto:anna.burns@environment-agency.gov.uk)>

**Sent:** 01 November 2022 13:47

**To:** [REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]@environment-  
[agency.gov.uk](mailto:agency.gov.uk)>; [REDACTED]@environment-agency.gov.uk>; Sutton, Rob  
<[rob.sutton@environment-agency.gov.uk](mailto:rob.sutton@environment-agency.gov.uk)>

**Cc:** [REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]@environment-  
[agency.gov.uk](mailto:agency.gov.uk)>

**Subject:** RE: Comms Principles & SEEN

Thank you for the really thorough and helpful update and for the thought and care in which you and others are taking to ensure everyone can bring themselves to work in a way that is respectful of the views of others.

I will ask [REDACTED] to liaise with you on a suitable meeting to bring the refreshed code of practice

to the portfolio.

Thank you so much and do let me know if you need anything else from me and the team. I know [REDACTED] will liaise directly to make sure James is assured.

Thanks

Anna

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**From:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>

**Sent:** 01 November 2022 13:04

**To:** Burns, Anna <anna.burns@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; Sutton, Rob <rob.sutton@environment-agency.gov.uk>

**Cc:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>

**Subject:** RE: Comms Principles & SEEN

Hi all

Some updates following my discussion with [REDACTED] (Defra HR EDI team) this morning:

1. SEEN launch: Meetings are already planned with leads of the new SEEN on 7 and 8 Nov to help them with establishment of the new network, in line with the way we support other existing networks. (7 Nov- myself, [REDACTED] and NE counterparts [REDACTED] and [REDACTED]; 8 Nov- [REDACTED] with [REDACTED] and [REDACTED], HR DD with EDI portfolio). Ahead of this [REDACTED] and [REDACTED] have been advising [REDACTED] on the timing and content/tone of their launch message on Yammer. We will continue to steer them away from any post during 13-20 Nov window of Trans Awareness Week/ Trans Day of Remembrance, and expect them to make their post between 8-11 Nov. We are also discussing with them options to make the post with comments turned off; and preparing a corporate response which can be posted immediately in hopes of proactively heading off comments which could escalate negatively. We also hope to trial a 'moderation panel' approach where Defra EDI/NE EDI and myself would watch carefully and respond if needed. Meanwhile [REDACTED] and I are working with Comms / Press Office to prepare some reactive media lines to take.
2. Comms principles: [REDACTED] has been instructed to take these through core Defra governance for signoff asap. There is a fundamental challenge re cross-group shared platforms vs individual employers which makes this innately complex. I have reiterated the need to take this through EA governance and James's concerns re ensuring the final document doesn't read as [REDACTED] overly Civil Service-focussed. While Defra can't dictate our people policies/ guidance, they can and will act as 'gatekeepers' for shared comms platforms across group—we discussed whether a 'pop up' with guidelines staff have to accept before accessing Yammer could be a solution. I propose the following next steps to take the proposed principles/approach through EA governance (CEE portfolio as decision maker):
  - a. Update Lee Rawlinson, Caroline Douglass, Kate Marks, and Nicky Lawton this week (+ update Lucy)
  - b. Await revised 'phase 1' document (incorporating my comments/ initial cross-Defra Network feedback on the draft shared at ExCo last week) and draft 'phase 2' document which will describe moderation approach (processes and decision-

makers; how this relates to existing EA people policies/ guidance (code of conduct, grievance, respect at work, disciplinary, acceptable use etc). [REDACTED] is involved in the working group for phase 2. [REDACTED] estimates they may have a draft by end of November. The phase 2 document will likely include a proposed 'moderation panel' made up of cross-group reps. We will use the SEEN launch comms on Yammer as an opportunity to trial the moderation panel approach next week.

- c. Review full package (revised phase 1 + phase 2 drafts) with Lee, Caroline D, Kate and Nicky in early Dec. Once comfortable, my team will lead consultation with EA Networks (including [REDACTED] as SEEN rep) and use this feedback to produce a final draft. I would hope this could take place during December. @Sutton, Rob- could we use Joint Officers 6 Dec to get TU views or do we need to take something more formal to them via Joint Officers on 24 Jan?
  - d. Bring a final draft to CEE portfolio in January-- @Burns, Anna could you advise please on meeting dates we should aim for?
3. Fostering good relations between protected groups [REDACTED], myself and others continue to look for ways to build bridges and de-escalate interactions between those concerned about trans/gender critical belief issues. My team is exploring use of an external expert to help facilitate a session to foster mutual understanding. [REDACTED] has been supporting me with this and Lee, Caroline D, Kate and Nicky are also providing strategic support.

Please can you all let me know if you have any concerns or suggestions re the above?

Thanks!

[REDACTED]

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**From:** Burns, Anna <[anna.burns@environment-agency.gov.uk](mailto:anna.burns@environment-agency.gov.uk)>

**Sent:** 01 November 2022 11:18

**To:** [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>; [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>; [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>; [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>

**Cc:** [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>; [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>; [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>; Sutton, Rob <[rob.sutton@environment-agency.gov.uk](mailto:rob.sutton@environment-agency.gov.uk)>; [REDACTED] <[\[REDACTED\]@environment-agency.gov.uk](mailto:[REDACTED]@environment-agency.gov.uk)>

**Subject:** RE: Comms Principles & SEEN

Thanks [REDACTED] and others that is a really helpful update and thank you so much for the thoughtful way in which you have sought to take this work forward and to get agreement. Do let me know if you need any further support from me:

A couple of points

1. I definitely sign off of the code of conduct should be via the CCE portfolio as part of the OBB governance;
2. I look forward to hearing the outcome of your discussion with [REDACTED] who I understand has been working on the guidance. Do let me know if you need me to do anything.
3. Last week [REDACTED] and I agreed our 3M strategy of Moderation, Mediation and Media Handling to manage the different views around the launch of SEEN. I spoke to [REDACTED] who was going to ensure the relevant media handling plans are in place and [REDACTED] agreed to ensure moderation plans were in place on yammer. Let me know if all the relevant measures are in place or is there anything else I need to do around this.

Thanks

Anna

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**From:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Sent:** 01 November 2022 10:00  
**To:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; Burns, Anna <anna.burns@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; Sutton, Rob <rob.sutton@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Subject:** RE: Comms Principles & SEEN

Hi all

I'm meeting with [REDACTED] later this morning to discuss the draft principles and wider context of ongoing conversations related to trans/ gender critical beliefs, the new SEEN etc. I've been working closely with [REDACTED] and others in her team (as well as my equivalent in Natural England) to explore shared lessons from the similar issues we are facing, and coordinate our approaches as much as possible. We have been working hard to build mutual understanding between protected groups and the new comms principles are part of a wider set of interventions.

I commented on the draft comms principles about 2 weeks ago (in similar vein to James; also requesting further clarity on moderation approach, how this would interact with our grievance procedure etc) and gave steer on how the draft should be taken through EA governance – via Anna, after consultation with our Networks. I asked that my team lead the consultation with our Networks given high sensitivities and ongoing discussions. Unfortunately the draft was sent yesterday to our Networks without having addressed any of my comments, or my request to work jointly on an engagement plan. The version shared with ExCo does not address my comments either.

Rob and Nicky are looped in and I believe have kept Lucy updated as well. We have also involved Exec Sponsors for the relevant Networks- Kate Marks (faith and belief), Caroline Douglass (gender), Lee Rawlinson (LGBT+/ gender).

Look forward to the catch up tomorrow

Thanks

[REDACTED]

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**From:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Sent:** 01 November 2022 09:38  
**To:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; Burns, Anna <anna.burns@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Subject:** RE: Comms Principles & SEEN

Great, thanks [REDACTED]. I won't brief James on this until after that catch up, but this is useful intel.

Best,

[REDACTED]

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**From:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>  
**Sent:** 01 November 2022 09:27  
**To:** [REDACTED] <[REDACTED]@environment-agency.gov.uk>

Cc: [REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]@environment-agency.gov.uk>

**Subject:** RE: Comms Principles & SEEN

Attached is the latest.

[REDACTED]: I have invited you, [REDACTED] and [REDACTED] to a catch up tomorrow if you can make it.  
Best wishes

[REDACTED]

Strategy Lead – Creating a better place to work

Working pattern: Monday – Friday

Tired of endless email streams? Chat with me on MS Teams [REDACTED] instead.

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**From:** [REDACTED]@environment-agency.gov.uk>

**Sent:** 01 November 2022 09:07

**To:** [REDACTED]@environment-agency.gov.uk>

**Cc:** [REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>; [REDACTED]  
[REDACTED]@environment-agency.gov.uk>

**Subject:** Comms Principles & SEEN

Hi [REDACTED],

I'm sure you've seen these, but I thought I'd share them just in case its relevant to the SEEN stuff.

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] and so wants me to stay close to what is happening and to brief him regularly on any updates (or any of you can do so if easier). In that respect, do any of you know whether the go/no-go decision on the launch of this network has happened yet, or at least where we are with that process?

[REDACTED]  
[REDACTED] are conducive to having open and respectful conversations, and are run by him first. He also wanted to know whether Nicky L and Lucy H had been made aware of this issue yet, and to ensure they are also kept in the loop.

Also, you may well be aware of this, but in the bi-weekly comms call yesterday with [REDACTED] and other Defra external comms colleagues this issue was raised and the team said that Defra had recently experienced something very similar, which [REDACTED] and [REDACTED] were actively involved in. I'm not sure what the outcome of that was, but if you're not already linked in with them it might be good to chat to those involved to learn lessons from what they did or didn't do. [REDACTED] would probably be the best person to go to in the first instance.

Thanks all,

[REDACTED] | [REDACTED] **Sir James Bevan, Chief Executive**

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**Environment Agency** | Horizon House, Deanery Road, Bristol, BS1 5TL

[REDACTED] | [REDACTED]@environment-agency.gov.uk

Pronouns: [REDACTED] | Follow Sir James Bevan on [Twitter](#) | [Instagram](#)

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**From:** Burns, Anna <[anna.burns@environment-agency.gov.uk](mailto:anna.burns@environment-agency.gov.uk)>

**Sent:** 31 October 2022 17:27

To: [REDACTED] <[REDACTED]@environment-agency.gov.uk>

Cc: [REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED]

[REDACTED] <[REDACTED]@environment-agency.gov.uk>; [REDACTED]

[REDACTED] <[REDACTED]@environment-agency.gov.uk>

**Subject:** Fwd: Defra Group Communication principles

Hi [REDACTED]

You have been working with DEFRA and colleagues in the EDI team to refresh the communication principles for yammer.

[REDACTED] raised this at EXCO and then shared the drafts principles which I attach.

You will note from James' email that he supports in principle the approach but wants to ensure they are EA focussed. Can you work with colleagues to do the following:

1. Provide some reassurance that we have been involved in shaping the principles
2. I wouldn't want to create additional work but is there the option to make them more personal to the EA.

I welcome your advice

Thanks

Anna

Sent from my iPad

Begin forwarded message:

**From:** "Bevan, James" <[James.Bevan@environment-agency.gov.uk](mailto:James.Bevan@environment-agency.gov.uk)>

**Date:** 26 October 2022 at 07:58:41 BST

**To:** "Burns, Anna" <[anna.burns@environment-agency.gov.uk](mailto:anna.burns@environment-agency.gov.uk)>

**Cc:** [REDACTED] <[REDACTED]@environment-agency.gov.uk> ,

[REDACTED] <[REDACTED]@environment-agency.gov.uk>

**Subject:** FW: Defra Group Communication principles

Anna: we spoke. Please consider and advise. [REDACTED]

[REDACTED]  
[REDACTED]

*James*

**Sir James Bevan KCMG**

Chief Executive

**Environment Agency** | 3rd floor, Seacole Building, 2 Marsham Street, London SW1P 4DF

[James.Bevan@environment-agency.gov.uk](mailto:James.Bevan@environment-agency.gov.uk)

Pronouns: [REDACTED] ([why is this here?](#))

Office: [Chief.Executive@environment-agency.gov.uk](mailto:Chief.Executive@environment-agency.gov.uk) | [REDACTED]

At the Environment Agency we work flexibly, so whilst it suits me to email you now, I do not expect a response or action outside normal working hours.

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**From:** [REDACTED] <[REDACTED]@defra.gov.uk> On Behalf Of [REDACTED]

[REDACTED]

**Sent:** 26 October 2022 07:22

**To:** Secretary, Permanent <[PermanentSecretary@defra.gov.uk](mailto:PermanentSecretary@defra.gov.uk)>; [REDACTED]

[REDACTED] <[REDACTED]@defra.gov.uk>; [REDACTED] <[REDACTED]@defra.gov.uk>; [REDACTED]

[REDACTED] <[REDACTED]@defra.gov.uk>; [REDACTED] <[REDACTED]@defra.gov.uk>; [REDACTED]

[REDACTED] <[REDACTED]@defra.gov.uk>; [REDACTED]

[REDACTED] <[REDACTED]@defra.gov.uk>; [REDACTED]

[REDACTED] <[REDACTED]@defra.gov.uk>; Bevan, James <[James.Bevan@environment-agency.gov.uk](mailto:James.Bevan@environment-agency.gov.uk)>

[agency.gov.uk](mailto:agency.gov.uk)>; [REDACTED]@defra.gov.uk>

**Subject:** Defra Group Communication principles

Good morning ExCo

[REDACTED] referred to the attached principles at ExCo yesterday and wanted you to be sighted, she would be interested in your comments but please do not share at this stage.

With regards

[REDACTED]  
[REDACTED] | [REDACTED] [REDACTED], DG Chief Operating Officer,  
Department for Environment, Food and Rural Affairs | Group Corporate Services | Defra  
Email: [REDACTED]@defra.gov.uk | Work mobile: [REDACTED]

Member of the Defra Pride Network. I am a trans ally and my pronouns are [REDACTED] ([why is this here?](#))

If you receive this email late at night, early in the morning, or at the weekend, it means I am working flexibly. Flexibility works for me, but I don't expect you to respond outside your own normal working hours.