
MINUTES of the BOARD MEETING
Held at Gate House, on Tuesday 12^h December at 10.30 a.m.

Present: Lord Edward Faulks
Matt Brown
Shrenik Davda
Charles Garside
Eddie Gray
Sarah Lee
Ian MacGregor
Michaela McAleer
Brendan McGinty
Barry McIlheney
Kavita Reddi
Martin Trepte

Attending: Charlotte Dewar – Chief Executive Officer
Alice Gould – Head of Complaints
Emily Houlston-Jones – Head of Complaints
Michelle Kuhler – PA and minute take
Tonia Milton – Head of Systems

Observing:

1. Welcome and Apologies

Apologies were received from John Davidson and Jane Debois.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 26th September 2023 were approved.

4. Matters Arising

There were no matters arising.

5. Chairman's Report – oral

The Chairman reported to the Board. He expressed his thanks on behalf of the Board to Barry McIlheney, whose last meeting this was, for his service to IPSO and particularly for bringing an important perspective to its work from the magazines sector.

He also notified the Board of other recent staffing changes and commented on recent political developments.

6. Chief Executive's Report

The Chief Executive updated the Board on various matters not covered elsewhere on the agenda. She noted that IPSO had received comments from Sir Bill Jeffrey on its proposed update on implementation of his Independent Review. The final version would be published shortly.

The Board noted the Chief Executive's Report.

7. Operations and performance report

Head of Complaints Emily Houston-Jones drew the Board's attention to progress in the team's timeliness of complaints investigation, which reflected the positive position of the team's current experience and training.

She was pleased to inform the Board that Molly Richards had been promoted to Senior Complaints Officer; recruitment was under way for a new Complaints Officer.

The Heads of Complaints took questions and comments from the Board.

It was noted that the 2022 annual report had been published, and that preparation for the 2023 report is well under way.

The senior management team took questions and comments from Board members on public affairs strategy.

The Board noted the reports.

8. Risk Report

The Chief Executive presented an updated risk register and noted developments in IPSO's political context.

The Board noted the updated risk register.

9. Finance reports

The Chief Executive commented on the end-of-year financial position, noting that it was developing as expected.

The Chief Executive informed the Board of a cost increase for the build phase of the new website. The decision to agree the cost had been discussed with the Audit and Risk Committee, which had reviewed and supported the decision to proceed with the programme.

The Chief Executive took questions from the Board about the website development and expected progress in the new year.

The Board noted the finance reports.

10. 2024 Activity Plan and Budget

The Chief Executive presented to the Board a proposed 2024 activity plan and budget.

She began by giving an overview of 2023 highlights and points for reflection. She then commented on key themes for 2024, which included external and internal-facing work.

Board members shared some thoughts, ideas and comments on the plans.

The Board approved the 2024 activity plan and budget.

11. Standards interventions

Head of Complaints Alice Gould presented to the Board a paper outlining standards interventions available to IPSO and analysing how they are used and in what circumstances.

The Head of Complaints took questions and suggestions, and there was a general discussion of IPSO's standards work.

The Board noted the paper.

12. Information Security

Head of Systems Tonia Milton informed the Board that IPSO had once again received ISO27001 accreditation in 2023.

She then presented the Board with a paper reviewing IPSO's information security policies and procedures.

Finally, she updated the Board on the outcome of an appeal by IPSO against a finding by the Information Commissioner's Office that IPSO had shared a complainant's details with a publication without their consent and should review its procedures. She informed the Board that it had been established that the complainant had copied in the publication on the relevant correspondence, not IPSO. The ICO had recently confirmed to IPSO that it accepted that its finding had been inaccurate and had withdrawn it.

The Head of Systems took questions.

The Board noted the paper.

13. Publisher Consultation

The Board congratulated Rosemary Douce on her recent promotion to Senior Standards Officer.

The Senior Standards Officer presented to the Board on the results of the second publisher consultation and how IPSO proposed to respond.

The Board noted the paper and discussed the results. It approved the proposed actions in response.

Staff then left the meeting for the discussion of two confidential items, with the exception of the Chief Executive.

14. Confidential item – Contract renewal – oral update

The Board received a confidential update on discussions regarding the renewal of IPSO's contract with publishers for a further five years.

15. Confidential item – Pay Banding

The Board discussed proposals for a new pay banding scheme for IPSO, which had been developed under the oversight of the Remuneration Committee and recommended to the Board by the Committee.

Board members made comments on the proposals. The Board approved the proposals in principle but requested further amendments in some areas. The Chief Executive agreed to amend the proposals and recirculate them electronically.

16. Any other business

There was no other business.

17. Date of next meeting

The date of the next meeting was confirmed as Tuesday 5th March 2023.

Michelle Kuhler, PA to Chairman and CEO