

MINUTES of the BOARD MEETING
Held on Wednesday 12 April 2017 at 10.30 a.m.
Gate House, 1 Farringdon Street, London EC4M 7LG

Present: Sir Alan Moses (Chairman)
Rick Hill
Trevor Kavanagh
Anne Lapping
Sir Martyn Lewis
Charles McGhee
Mehmuda Mian
Keith Perch
Ruth Sawtell
Claire Singers
Mike Soutar
Charles Wilson

Attending: Charlotte Dewar – Director of Operations
Niall Duffy – Director of External Affairs
Ben Gallop – Head of Complaints
Alistair Henwood – Legal and Policy Analyst (**Item 12**)
Michelle Kuhler – PA to CEO minute taker
Bianca Strohmman – Head of Complaints
Matt Tee - Chief Executive
Charlotte Urwin – Head of Standards

1. Apologies

There were none received.

2. Declarations of Interest

No declarations of interest were received.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 1 February 2017 were approved as a true and accurate record.

4. Matters Arising

There were no matters arising.

5. Chairman's Report - oral

The Chairman updated the board on the debate over Section 40 and the recent influencers breakfast. He drew the Board's attention to the series of staff blogs that were being published. The Chairman also reported on meetings with Lord Prescott and Miqdaad Versi.

6. Chief Executive's Report

The Chief Executive introduced the paper and updated the Board on the current status of the Section 40 debate, relations with the Regulatory Funding Company, and the advertising campaign.

The Chief Executive reported on the Global Digital Review and requested that the Board establish a small sub-committee to review work so far and guide the next stage. Mike Soutar, Keith Perch, Claire Singers and Ruth Sawtell agreed to be on the sub-committee and the Chief Executive agreed to convene a meeting in the near future.

7. Operations Report

The Operations Director introduced the paper.

She reported that the target for receiving annual returns on time had been exceeded. The Board congratulated the standards team.

The Board was updated on progress on the recommendations in the Pilling Review. The Board noted the progress with approval and agreed to the implementation plan.

The Board was updated on the Editors' Code of Practice Review. The consultation had finished and the Liaison Committee would discuss a paper on the issues raised.

The Board was updated on the establishment of the Readers' and Journalists' Advisory panels. She noted that both panels had met but the Executive was in the process of recruiting more members for the Readers' Panel.

The Operations Director finished by updating the Board on the training and outreach programme for local and regional publishers. The first session had been held at the KM Group and had been well received. Future sessions are scheduled.

8. External Affairs Report

The Director of External Affairs introduced the plan.

He reported that a series of blogs were being posted on IPSO's website and informed the Board that this was open to anyone who would like to write one. He confirmed that the traffic on the website had grown and that Roy Greenslade's first blog was due to be published.

The Board noted the report.

9. Complaints Report

The Operations Director introduced the report, updating the Board on the findings from a review done at the Board's request of the time taken to investigate complaints.

After some discussion, the Board were content with the steps outlined but asked that the Operations Director undertake further work to consider the workload of Complaints Officers in light of an increase in the number of complaints under investigation.

10. Finance, performance report and risk register

The Chief Executive introduced the report. He provided the Board with an overview of the finances and informed them that the auditors were currently on site.

A minor discrepancy on the variances on the management accounts was highlighted. The Chief Executive promised to investigate and resolve the issue.

The Board noted the reports.

11. Board and Complaints Committee Members Code of Conduct

The Chairman introduced this item. The Board felt that the draft adequately covered all of the main issues.

The Director of Operations agreed to make some minor amendments to the draft and to circulate the draft to the Complaints Committee for information before circulating the final version to the Board.

12. Arbitration Pilot

The Chief Executive introduced the paper. There had been no arbitration claims under the current pilot. He outlined the internal and external factors that might have an influence on this and expanded on the options available to IPSO to mitigate the internal factors.

Following a discussion, the Board agreed in principle to a second stage of the arbitration scheme and asked the Executive to develop changes to the scheme which would make it more attractive to use.

13. Standards research proposal

The Head of Standards introduced the paper. She proposed an initial piece of research looking at the impact of IPSO on the correction of inaccuracies. The Board strongly endorsed the idea that IPSO should conduct research. Board members had a range of views on the proposed subjects for research and the Head of Standards agreed that further discussion would take place in relation to further research topics later in the programme before they were undertaken.

The Board agreed to phase one of the research programme, with further discussion to be held regarding the next phases.

14. Guidance on social media

The Head of Standards introduced this item and informed the Board that the proposed guidance had been shared with editors and IPSO 'responsible people' at publications to ensure that it addressed the issues on which they are seeking guidance.

The Board agreed the guidance.

15. Liaison Committee minutes

The Board noted the Liaison Committee minutes from its meeting of 1 February 2017.

16. Any other business

There was no other business.

17. Date of next meeting

The date of the next meeting was confirmed as Wednesday 14 June 2017

The meeting finished at 13.28pm

**Michelle Kuhler
PA to Chairman and CEO**