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**MINUTES of the BOARD MEETING**  
**Held on Wednesday 28 February 2018 at 10.30 a.m.**  
Gate House, 1 Farringdon Street, London, EC4M 7LG

Present: Sir Alan Moses (Chairman)  
Rick Hill  
Anne Lapping  
Mehmuda Mian  
Keith Perch  
Ruth Sawtell (Item 16)  
Claire Singers  
Mike Soutar

Attending: Charlotte Dewar – Director of Operations  
Gill Hudson – Complaint Committee Member  
Michelle Kuhler – PA/minute taker  
Bianca Strohmann – Head of Complaints  
Matt Tee – Chief Executive  
Charlotte Urwin – Head of Standards

1. Apologies

Were received from Sir Martyn Lewis, Charles McGhee and Charles Wilson.

2. Declarations of Interest

No declarations of interest were received.

3. Minutes of the Previous Meeting

The Deputy Chairman asked for it to be noted, for the record, that the Board, under the Chairman's report, had discussed the position of Trevor Kavanagh. This followed on from the Complaints Committee's adjudication on the article written by Mr Kavanagh which has mentioned 'The Muslim Problem'. The Chairman reported to the Board that he had received assurances that Mr Kavanagh would stand down from the Board at the end of the year. On this basis the Board decided that no further action was necessary.

Subject to this, the minutes of the previous meeting held on 6 December 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 recent events. He particularly mentioned his appearance before the Home Affairs Select committee and extended his thanks to Anne Lapping and Nazir Afzal for attending with him.

The Board suggested that the Complaints Committee handbook should contain a procedure for dealing with potential illegality we encounter in our work and the criteria for reporting matters to the police.

#### 6. Chief Executive's Report

The Chief Executive introduced his report, updating the committee on the House of Lords amendments to the Data Protection Bill and the Governments pledge to oppose this. He also informed the Board that we would expect the outcome of the consultation on Section 40 and Leveson 2 by Easter.

He also brought the Board up to date on the current judicial reviews. He reported that the Coulter review was due in court in April and that the potential review action from Elgy appeared not to have raised enough funds to proceed.

The Chief Executive finished by informing the Board that we are currently contacting those members that are not carrying the IPSO mark and encouraging them to do so.

#### 7. Operations Report

The Director of Operations introduced her report, asking the Board for their approval to appoint an alternate industry member to the Complaints Committee to ensure that we are quorate in respect of industry members. The Board approved the appointment of Elisabeth Ribbans.

She also updated the board on Arbitration and Research.

#### 8. External Affairs Report

The Chief Executive introduced the report, updating the Board on the reorganisation undertaken within External Affairs since Niall left. He introduced Sophie Malleson to the Board, as the new Policy and Public Affairs Officer. He informed the board that we had engaged the agency MHP communications to work for us for six months with a specific brief to raise the amount of coverage we get.

The Chief Executive shared recent progress on a possible advertising campaign. He undertook to reflect on the feedback.

The Board noted the results of recent polling we had undertaken.

#### 9. Complaints Report

The Head of Complaints introduced her report, asking for the Board's formal approval for new complaints policies on children and simultaneous correspondence.

The Board formally approved the new policies.

The Board noted the report

#### 10. Finance, performance report and risk register

The Chief Executive introduced the reports. He summarised the 2017 end of year financial figures and surplus for the Board.

For the 2017 end of year performance report he provided an explanation for the Board on the non-achieved areas. The proposed 2018 performance report indicators were presented to the Board and agreed.

The Chief Executive noted that the way in which we report risk on the risk register may change depending on the outcome of the scheduled risk workshop.

The Board noted the reports.

#### 11. Readers and Journalist Advisory Panel

The Head of Standards introduced the paper informing the Board that Ruth Sawtell, Chairman of the Journalist Advisory Panel will bring her update to April's Board meeting.

Gill Hudson the Chairman of the Readers Panel addressed the Board giving them a detailed report on the progress of the panel and their meetings held throughout the last year. She informed the Board that reports produced by Liam Tedds would be submitted to the board along with the dates to future meetings should any of the Board like to attend.

The Board confirmed that the attendance fee for panel members would remain at £200 per meeting.

#### 12. Examining trends in editorial standards

The Head of Standards introduced the research proposal on the coverage of trans gender issues, giving the Board an overview on the paper.

The Board noted the tender.

#### 13. GDPR update paper

The Director of Operations introduced the paper, giving the Board an update on the current progress on implementation of GDPR requirements. She informed the Board that, as part of this, we were working towards certification of compliance with ISO2700. We had engaged an information security expert to guide the process.

The Board noted the paper.

14. Any other business

The was no other business

15. Date of next meeting

The date of the next meeting was confirmed as Wednesday 18 April 2018.

16. Staff Survey

All IPSO staff left the meeting for this item. The Board discussed the staff survey results, noting that some of the scores were lower than the previous year. The Chief Executive undertook to write to the staff outlining what action we were going to take and addressing some of the issues raised and to report back to the next meeting.

Michelle Kuhler  
PA to Chairman and CEO