

# TIME INC. (UK) LTD

## IPSO Annual Report

Period covered: 01 January 2017 – 31 December 2017 (“Relevant Period”)

### 1.0 Factual Information about the Regulated Entity

#### 1.1 Titles Published

During the Relevant Period, Time Inc. (UK) Ltd published a total of 56 print/digital and 44 online regulated publications as set out below.

#### Print and Digital:

No	Publications	Circulation in print (Average)	Circulation - Digital (Average)	Circulation - Combined (Average)
1	25 Beautiful Homes	66,964	5,945	72,909
2	500 Calories Diet	8,900	-	-
3	Amateur Gardening	26,612	-	26,612
4	Amateur Photographer	11,766	2,807	14,573
5	Angler’s Mail	11,558	-	11,558
6	Chat	223,702	-	223,702
7	Chat It’s Fate	35,600	-	-
8	Chat Passion	36,400	-	-
9	Country Homes and Interiors	67,716	3,652	71,368
10	Country Life	39,478	1836	41,314
11	Cycling Weekly	20,283	2,407	22,690
12	Decanter	19,712	-	19,712
13	Fit & Well	25,100	-	-
14	Golf Monthly	34,540	2,499	37,039
15	Homes & Gardens	95,115	4,844	99,959
16	Horse & Hound	29,372	740	30,112
17	Ideal Home	152,308	5,028	157,336
18	Ideal Home’s Complete Guide to Xmas	61,045	-	61,045
19	Living etc	68,890	6,368	75,258
20	Look	56,002	3,553	59,555
21	Marie Claire	154,308	4,012	158,320
22	Motor Boat & Yachting	8,908	2,180	11,088
23	Mountain Bike Rider	11,887	2,514	14,401
24	NME	298,670	-	298,670
25	Now	82,729	-	82,729
26	Pick Me Up	120,594	-	120,594
27	Pick Me Up Special	25,800	-	-

28	Practical Boatowner	18,455	2,623	21,078
29	Rugby World	20,721	1,092	21,813
30	Shooting Times & Country Magazine	14,124	-	14,124
31	Soaplife	43,481	-	43,481
32	Sporting Gun	16,917	-	16,917
33	Style at Home	73,706	-	73,706
34	Superyacht world	428	-	-
35	The Field	23,478	954	24,432
36	The Shooting Gazette	8,512	-	8,512
37	Tour	18,300	-	-
38	TV & Satellite Week	110,019	-	110,019
39	TV Times	178,849	-	178,849
40	Uncut	40,090	3,714	43,804
41	Uncut Ultimate Guide	10,500	-	-
42	Wallpaper	19,600	-	19,600
43	What's on TV	890,760	-	890,760
44	Woman	175,223	-	175,223
45	Woman & Home	288,385	7,301	295,686
46	Woman & Home Feel good food	29,990	-	-
47	Woman & Home Feel good you	31,700	-	-
48	Woman's Own	161,851	-	161,851
49	Woman's Own Lifestyle		-	-
50	Woman's Weekly	261,185	-	261,185
51	Woman's Weekly Fiction	24,900	-	-
52	Woman's Weekly Home	9,500	-	-
53	Woman's Weekly Living	30,000	-	-
54	World Soccer	17,823	1,458	19,281
55	Yachting Monthly	16,894	2,654	19,548
56	Yachting World	11,269	2,761	14,030

**Online:**

No	Name	Website	Circulation online (average no. of unique monthly us- ers) UK - Jan - Dec 2017	Circulation online (average no. of unique monthly users) Rest of World Jan – Dec 2017
1	Amateur Gardening	www.amateurgardening.com	31,402	20,955
2	Amateur Photographer	www.amateurphotographer.co.uk	165,794	191,473
3	Angler's Mail	www.anglersmail.co.uk	71,517	16,920
4	Celebs Now	www.celebsnow.co.uk	495,724	291,834
5	Country Life	www.countrylife.co.uk	169,347	76,596
6	Cycling Weekly	www.cyclingweekly.com	550,622	713,967
7	Decanter	www.decanter.com	110,515	290,402
8	Equoevents	www.equoevents.co.uk	19,347	1,213
9	Golf Monthly	www.golf-monthly.co.uk	216,423	199,438

10	Goodtoknow	www.goodtoknow.co.uk	1,930,273	1,889,544
11	Horse & hound	www.horseandhound.co.uk	533,949	344,928
12	IBI news	www.ibinews.com	908	2,635
13	Ideal Home	www.idealhome.co.uk	618,868	243,737
14	InStyle UK	www.instyle.co.uk	317,251	255,241
15	Life Death Prizes	www.lifedeathprizes.com	83,750	180,542
16	Look	www.look.co.uk	334,971	211,239
17	LoveFashionSales	www.lovefashionsales.com	4,189	1,895
18	Marie Claire	www.marieclaire.co.uk	718,505	1,132,647
19	MBR	www.mbr.co.uk	150,425	182,961
20	Motor Boat & Yachting	www.mby.com	13,042	34,227
21	NME	www.nme.com	1,728,576	4,170,022
22	Powder	www.thisispowder.co.uk	31,206	7,727
23	Practical Boat Owner	www.pbo.co.uk	36,489	34,554
24	Rugby World	www.rugbyworld.com	35,295	22,434
25	Shooting UK	www.shootinguk.co.uk	142,253	65,934
26	SuperYacht Business	www.superyachtbusiness.net	654	4,802
27	SuperYacht World	www.superyachtworld.com	3,997	14,201
28	The Field	www.thefield.co.uk	57,218	31,851
29	The Knitting Network	www.theknittingnetwork.co.uk	34,237	10,799
30	The Video Mode	www.thevideomode.com	3,246	19,739
31	Trusted Reviews	www.trustedreviews.com	2,781,630	8,282,930
32	UK Cycling Events	www.ukcyclingevents.co.uk	76,507	4,948
33	Uncut	www.uncut.co.uk	28,168	81,218
34	Wallpaper	www.wallpaper.com	66,237	411,967
35	What Digital Camera	www.whatdigitalcamera.com	88,456	141,809
36	What's on TV	www.whatsontv.co.uk	295,657	82,714
37	Woman & home	www.womanandhome.com	351,718	208,102
38	Woman Magazine	www.womanmagazine.co.uk	182,555	81,774
39	Woman's Own	www.womansown.co.uk	98,721	56,427
40	Woman's Weekly	www.womansweekly.com	34,412	70,077
41	World Soccer	www.worldsoccer.com	15,235	41,524
42	Yachting Monthly	www.yachtingmonthly.com	16,718	34,654
43	Yachting World	www.yachtingworld.com	34,621	135,276
44	YBW	www.ybw.com	139,372	261,791

## 1.2 Responsible Person

The Regulated Entity's responsible person is Angela O'Farrell, Time Inc. (UK) Ltd, Group Managing Director, Weeklies & Transformation.

## 1.3 Overview

The International Publishing Corporation Ltd was formed in 1963 following the merger of the UK's then three leading magazine publishers (George Newnes, Odhams Press, and Fleetway Publications) with the Mirror Group. In 1968, the International Publishing Corporation split into six divisions, one of which was IPC Magazines Limited. IPC Magazines Limited adopted the corporate entity of George Newnes Limited, which was incorporated in 1881. In 2000, IPC Magazines Limited changed its name

to IPC Media Limited, and on 1 September 2014, IPC Media Limited changed its name to Time Inc. (UK) Ltd (hereinafter “TIUK”).

TIUK is, amongst other things, a print magazine and digital media publisher, creating content for exploitation across multiple platforms, including print, online, mobile, and tablets. The TIUK brands are tailored to a variety of audiences and operate in a number of different sectors. The mainstream women's brands include titles such as Now, Chat, Woman and Goodtoknow; TV entertainment brands include What's on TV, TV Times and TV & Satellite Week; the lifestyle brands include NME, Wallpaper\*, Decanter, Ideal Home and Living Etc; the specialist portfolio includes Country Life, Horse & Hound and Rugby World. TIUK also publishes a number of women's fashion and luxury brands including Marie Claire.

## **2.0 Internal Guides**

TIUK has the following internal manuals used by journalists, of which confidential copies are available on request by the Regulator:

- Editorial Ethical Standards Policy, updated in January 2018, which has embedded within it the IPSO Editor’s Code of Practice (the “Editor’s Code”); and
- Standards of Business Conduct.

## **3.0 Compliance Procedures**

### **3.1 Pre-publications guidance under regulation 4.5**

Editorial content is subject to a clearance process (set out in paragraph 3.3). If that clearance process reveals uncertainties about the application of the Editor’s Code, the legal team and/or editors and journalists will seek advice from IPSO. This advice is then considered alongside the public interest and guidance from the clearance process in order to refine articles prior to publication.

### **3.2 Verification of stories**

Editors and journalists take all appropriate steps to confirm the facts and sources of their stories. This includes:

- Fact checking stories line by line against multiple sources;
- Reading back stories to contributors to ensure their accuracy;
- Using only reputable, well established news agencies.

TIUK maintains quality, retrievable records relating to editorial content.

### **3.3 Compliance with the Editors’ Code**

The Editors’ Code is central to TIUK’s Editorial Ethical Standards Policy which was updated in January 2018 and provided to all editors and journalists. A copy of the Editorial Ethical Standards Policy (which incorporates the Editors’ Code) is supplied to all editorial staff upon joining TIUK, together with the Standards of Business Conduct. In addition, the Editor’s Code, the Editor’s Codebook and TIUK’s Editorial Ethical Standards Policy are available on the TIUK intranet, and editors and journalists have been directed to their location.

Editors and journalists apply the Editor's Code to the editorial content they create. That editorial content is then fact checked by sub-editors, and then checked again by a senior member of the editorial team (such as the Content Director) for compliance with the Editor's Code. If necessary, it is then sent to the legal team for clearance. Legal clearance is not done in-house so that TIUK has a truly objective clearance process. The lawyer responsible for clearance advises whether any changes are required, and if so, explains the rationale behind the suggested change so that the editors and journalists understand the application of the Editor's Code and can reapply any lessons learned. The legal advice includes advice on the public interest and the instances in which it will be applicable. Where necessary (and as set out at paragraph 3.1) the legal team and/or editors and journalists will seek advice from IPSO in advance of publication.

With these checks and balances, the articles are refined and, where necessary, sent for final approval to the legal team before publication.

### **3.4 Editorial Complaints, Determined under Regulation 19**

The terms and conditions of the TIUK website (hosted at <http://www.timeincuk.com/terms-and-conditions/>) include the following wording under 'Editorial Complaints' (point 15):

#### *Editorial Complaints*

*We work hard to achieve the highest standards of editorial content, and we are committed to complying with the Editors' Code of Practice (<https://www.ipso.co.uk/IPSO/cop.html>) as enforced by IPSO.*

*If you have a complaint about our editorial content, you can email us at [complaints@timeinc.com](mailto:complaints@timeinc.com) or write to Complaints Manager, Time Inc. (UK) Ltd Legal Department, 161 Marsh Wall, London, E14 9AP. Please provide details of the material you are complaining about and explain your complaint by reference to the Editors' Code.*

*We will endeavour to acknowledge your complaint within 5 working days and we aim to correct substantial errors as soon as possible.*

TIUK's Managing Directors (formerly Publishing Directors) and Editors have also been asked to ensure that the above notice is displayed prominently (and consistently) in every edition of our hard copy magazines (usually on the 'Letters' page). In addition, TIUK publishes on the website for each title an email address and/or contact form, and the physical address of the title. Members of the public can therefore submit complaints in hard copy or electronically.

Complaints are received centrally in the first instance and are allocated to appropriate editorial staff who inform the complainant that the complaint has been received and is being reviewed. A senior member of editorial and/or publishing staff will oversee the handling of the complaint, and where appropriate, the editorial team will seek to resolve the complaint directly with the complainant.

More serious complaints are sent to the legal team for review. The legal team will then advise on the management and resolution of the complaint. The progress and outcome of these complaints is carefully monitored and recorded.

### **3.5 Training of Staff**

New joiners are supplied with a copy of the Editorial Ethical Standards Policy, which incorporates and provides guidance on the Editor's Code. Editorial staff are also given the contact details of the lawyer responsible for pre-publication clearance from whom they can (and do) seek advice on the application of the Editor's Code, meaning there is continual training on the application of the Editor's Code and any changes to it which are implemented from time to time.

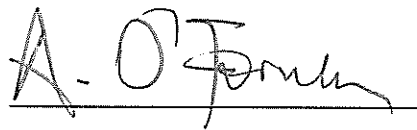
Editors and journalists are given training each year on issues affecting editorial content, including any changes or updates to the Editor's Code. Bespoke training is also provided by the legal department on an *ad hoc* basis and as required.

In addition, TIUK has arranged for editorial teams periodically to undertake the Press Association's online training course on IPSO and the Editor's Code to ensure that knowledge and awareness of the Editor's Code (and any changes to it) are maintained and to allow for any changes to editorial staff. Feedback on this particular training was positive - the intention is for the same course to be made available for at least another two years going forward.

#### **4.0 Adverse Adjudications**

There have been no adverse adjudications against TIUK during the Relevant Period.

SIGNED:

A handwritten signature in black ink, appearing to read 'A. O'Connell', written over a horizontal line.

On behalf of Time Inc. (UK) Ltd.

Submitted to IPSO: 08 March 2018