
MINUTES of the BOARD MEETING
Held at Gate House, on Tuesday 13th December at 10.30 a.m.

Present: Lord Edward Faulks
Matt Brown
Shrenik Davda (remotely)
Charles Garside
Eddie Gray
Sarah Lee
Ian MacGregor
Michaela McAleer (remotely)
Brendan McGinty
Barry McIlheney
Claire Singers
Martin Trepte (remotely)

Attending: Charlotte Dewar – Chief Executive Officer
John Davidson – Head of Communications
Michelle Kuhler – PA/minute taker (remotely)
Tonia Milton – Head of Systems (remotely)
Robert Morrison – Head of Complaints (remotely)

Observing: Sir Bill Jeffrey, Independent Reviewer
Miranda Winram, Complaint Committee Member (remotely)
Kavita Reddi, Board member nominee
Allan Rennie, Complaint Committee Member (remotely)

1. Welcome and Apologies

There were no apologies received. The Chairman welcomed as observers to the meeting Sir Bill Jeffery, Kavita Reddi, Allan Rennie, and Miranda Winram.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 14th November 2022 were approved.

4. Matters Arising

There were no matters arising.

5. Chairman's Report – oral

On behalf of the Board the Chairman thanked Claire Singers, whose term on the Board would expire at the end of the year. He paid tribute to Claire's contributions in her roles as Board member, Deputy Chair of the Board, and Chair of the Equality, Diversity and Inclusion Committee.

The Chairman update the Board on the current status of the online safety bill. He noted that the bill was unlikely to have a direct effect on IPSO's work but would have a significant indirect effect. He would continue to monitor it closely.

6. Chief Executive's Report

The Chief Executive invited the Board to approve Geraldine Allinson's reappointment as an IPSO Appointment Panel member.

The Board approved Geraldine Allinson's reappointment to a second three-year term as an IPSO Appointment Panel member.

The Chief Executive informed the Board that Martin Trepte had agreed to succeed Claire as the Chair of the Remuneration Committee.

She also update the Board on recent personnel changes: a new member of staff in the Systems team start in late January 2023, and interviews for a new Senior Policy and Public Affairs Officer would take place in early January. One Complaints Officer had submitted her resignation and would leave the organisation in February for alternative employment.

A discuss on staff retention took place. The Chief Executive took questions and suggestions from the Board members.

The Chief Executive finished by updating the Board on progression with implementation of the EDI strategy. She paid tribute to the work of Dr Beth Kitson as chair of the Steering Committee.

The Board noted the report.

7. Operations and performance report

The Head of Communications gave the Board an update on progress with the database and branding projects. He invited the Board to comment on the update. He took questions and suggestions from Board members.

The Head of Complaints provided the Board with an update on workloads and delegation of responsibilities within the complaints team. He informed the Board that work was ongoing on proposals for the introduction of greater prioritisation in complaints handling.

In the absence of the Head of Standards, the Chief Executive gave an update on the Standards team; she noted that there had been a significant programme of engagement, much of it relating to current or future editorial training.

The Head of Systems provided the Board with an update on Health and Safety and informed the Board that the remit of the staff Health and Safety committee would shortly be expanded to include wellbeing issues.

The Board noted the reports.

8. Risk Report

The Chief Executive presented an updated risk register, noting that exposures had not been changed, but mitigations had been updated to include elements of the new Five-year Corporate Strategy, the Equality Diversity and Inclusion strategy, and the autumn listening exercise.

The Board noted the report.

9. Finance reports

The Chief Executive introduced management accounts up to October 2022. She noted that delayed spending relating to communications infrastructure had started to come through; further spending would hit in the last two months of the year.

The Chief Executive provided an updated year-end projection which showed a small overspend for the year, well within the amount previously authorised by the Board.

The Board noted the reports.

10. Draft 2023 Budget and Activity Plan

The Chief Executive introduced a draft 2023 budget and activity plan.

The Chief Executive took comments and questions on the draft budget and activity plan.

The Board approved the draft 2023 budget and activity plan.

11. Draft Five-year corporate strategy – for publication

The Chairman introduced the draft and the Board were invited to approve the Corporate Strategy document and to comment on the draft.

The Board made comments and suggestions for amendments to the strategy to the Chief Executive and Head of Communications.

The Board agreed the strategy subject to changes. It would review the document once it had been revised in line with the comments received.

12. Draft Guidance on Reporting on Sex and Gender Identity

In the absence of the Head of Standards and Regulations, the Chief Executive introduced the draft guidance. She noted that there had been an extensive engagement program undertaken to produce the guidance and paid tribute to the work of the Head of Standards and Regulation. She noted that as part of this programme the guidance had been discussed at the Journalists Advisory Panel meeting and received very positive feedback.

The Board were invited to approve the draft guidance for further consultation. Board members commented positively on the draft and on the programme of engagement. They provided light comments and feedback on the wording and structure.

The Board agreed the strategy subject to minor changes.

13. Consultation and Communications plan on Reporting on Sex and Gender Identity Guidance

The Head of Communications introduced a proposal to conduct a public consultation on the draft Sex and Gender Identity Guidance. He reviewed why the Executive considered that a public consultation would be beneficial, how it was proposed to work, and the potential benefits and risks.

The Head of Communications took feedback and comments from the Board.

The Board approved the proposal to conduct a public consultation on the draft Sex and Gender Identity Guidance.

14. Private and confidential item

All IPSO staff left the room for this item.

15. Any other business

There was no other business.

16. Date of next meeting

The date of the next meeting was confirmed as Tuesday 7^h February 2023.

Michelle Kuhler, PA to Chairman and CEO