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**MINUTES of the BOARD MEETING**  
**Held at Gate House, on Tuesday 7<sup>th</sup> February at 10.30 a.m.**

Present: Lord Edward Faulks  
Matt Brown (*Items 5 -13*)  
Shrenik Davda  
Charles Garside  
Eddie Gray  
Sarah Lee  
Ian MacGregor  
Michaela McAleer  
Brendan McGinty  
Kavita Reddi  
Martin Trepte

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

Observing: Sir Bill Jeffrey, Independent Reviewer  
Rebecca Keating,

1. Welcome and Apologies

Apologies were received from Barry McIlheney. The Chairman welcomed Kavita Reddi to the Board.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 13<sup>th</sup> December 2022 were approved.

4. Matters Arising

There were no matters arising.

## 5. Chairman's Report – oral

The Chairman informed the Board that in future a light lunch would be offered after selective meetings rather than all Board meetings, to focus opportunities for socialising in person; advance notice would be given to the members.

He provided an update on Parliamentary business with relevance to IPSO, noting that the Online safety bill had had its second reading through the House of Lords, with significant debate. There had also been discussion of the position with respect to strategic lawsuits against public participation (SLAPPs) and the possibility of legislation to address this issue.

The Chairman expressed his thanks to Neil Watts, former Complaints Committee member and consultant, for all his work and contribution to IPSO over the years, which was joined by the Board.

## 6. Chief Executive's Report

The Chief Executive invited the Board to approve the creation of the new Communications and External Affairs Committee, and to approve Sarah Lee's appointment to the Nominations Committee and Kavita Reddi's appointment to the Remuneration Committee.

**The Board approved all the appointments.**

The Board were invited to comment on plans to prepare for a potential office move in late 2024.

The Chief Executive took questions and comments from the Board on her updates.

**The Board noted the report.**

## 7. Operations and performance report

The Head of Communications updated the Board on the progress of major projects. He noted that the rollout of the new database, led by the Head of Systems, was expected to begin in late February or March. He commented on progress with the branding refresh and development of a new website. A further report would be brought to the Board in March.

The Head of Complaints updated the Board on the handling of a high-volume multiple complaint against The Sun. A discussion was held on the operational impact of processing large multiple complaints.

He updated the Board on the recruitment for the Complaints Officer vacancy and notified the Board that Natalie Johnson had taken on a new role as Assessments Officer.

The Head of Communications notified the Board of staffing changes within his department. Tom Glover would join as Senior Policy and Public Affairs Officer on 14 February. Freddie Locock-Harrison, Communications Officer, would leave IPSO at the end of February. The recruitment for his successor was under way.

The Head of Communications commented on recent coverage featuring IPSO, including the Chairman's recent World at One interview and two letters published in The Times and The Daily Telegraph.

The Head of Standards and Regulation provided an update on engagement undertaken by her team, which included engagement sessions, meetings, and training sessions. She updated the Board on the Sex and Gender Identity editorial guidance consultation; the publication of revised Deaths and Inquest editorial guidance; and progress on the development of revised guidance on Suicide and Major Incidents. She noted that a planned leaflet for the public on the IPSO mark was on hold until after the brand refresh was completed.

The Head of Systems updated the Board on the progress of the new Health, Safety and Wellbeing Committee, who will meet quarterly, with the minutes to be shared with staff. The Committee are also in the process of setting up wellbeing events.

**The Board noted the reports.**

8. Risk Report

The Chief Executive presented an updated risk register.

**The Board noted the report.**

9. Finance reports

The Chief Executive introduced management accounts up to November 2022.

**The Board noted the reports.**

## 10. Standards Monitoring report

The Head of Standards introduced her report, providing an overview of standards monitoring implemented for the Jewish Chronicle.

In June 2022, the Chairman of IPSO and Head of Standards and Regulations had met the new editor of the Jewish Chronicle to discuss IPSO's concerns and the editorial context. Subsequently there was an apparent decrease in complaints of concern. However, there remained some concerns in relation to the handling of complaints, and the Board agreed to undertake a further six months monitoring. During this time period progress was observed, with improved compliance to timetables for handling complaints and in editorial practices, as demonstrated through complaints received by IPSO.

The Head of Standards recommended, based on this record, that the review be drawn to a close, on the basis that the events and issues surfaced through monitoring would remain of relevance should there be any repetition in future of these issues. This should be recorded in a letter from IPSO's Chairman to the Chairman of the publisher.

The Board was invited to discuss the issues and reach a decision on how to proceed.

The Head of Standards took comments and suggestions from the Board.

**The Board approved the recommendation by the Head of Standards and Regulation.**

## 11. Draft Communication Strategy, 2023 - 24

The Head of Communications presented to the Board a draft Communication Strategy for 2023-24, which he noted was built out of the recently agreed five-year strategy.

The Board were invited to review and approve the Communications strategy draft.

The Head of Communications took questions from the Board.

**The Board approved the Communications Strategy.**

## 12. Any other business

Martin Trepte, Chair of the Remuneration Committee, noted that the Board had identified a need for greater succession and workforce planning. He

proposed that the Audit and Risk Committee should take the leading role in developing thinking in this area.

**The Board agreed that the Audit and Risk Committee would take the lead in exploring the development of IPSO's succession and workforce planning.**

13. Date of next meeting

The date of the next meeting was confirmed as Tuesday 28<sup>h</sup> March 2023.

**Michelle Kuhler, PA to Chairman and CEO**