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**MINUTES of the BOARD MEETING**  
**Held on Wednesday 11 December 2019 at 10.30 a.m.**  
Gate House, 1 Farringdon Street, London, EC4M 7LG

Present: Sir Alan Moses (Chairman)  
Rick Hill  
Anne Lapping  
Matthew Lohn  
Ian MacGregor  
Charles McGhee  
Mehmuda Mian  
Ruth Sawtell  
Claire Singers  
Martin Trepte  
Charlie Wilson

Attending: Charlotte Dewar – Operation Manager  
Vikki Julian – Communications Manager  
Michelle Kuhler – PA/minute taker  
Holly Pick – Joint Head of Complaints  
Matt Tee – Chief Executive  
Charlotte Urwin – Head of Standards

Observer: Lord Edward Faulks QC (Chairman Designate)

1. Welcome and Apologies

The Chairman welcomed Lord Faulks to the meeting.

There were no apologies 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 6 November 2019 were approved as a true and accurate record.

#### 4. Matters Arising

There were no matters arising.

#### 5. Chairman's Report - oral

The Chairman welcomed Charlotte Dewar, Operations Director back from leave. He informed the Board that Charlotte Urwin, Head of Standards would be leaving IPSO in February. The Board expressed its thanks to Charlotte Urwin for all her hard work and achievements whilst with IPSO and wished her all the very best for her future.

The Chairman updated the Board on his recent activities, including the in-conversation with Alison Phillips of the Daily Mirror at the Law Society, and the Newcastle Roadshow.

Finally, he briefed the Board on the recent Editors' Code of Practice Committee.

#### 6. Chief Executive's Report - oral

The Chief Executive gave his report.

He began by saying that discussions with members and other stakeholders on the guidance on reporting on Islam and Muslims were continuing.

The Mediatique research on changes in the reporting of transgender issues was undergoing some amendments after feedback from the Liaison Committee.

The Chief Executive described to the Board the process that was being followed to recruit a new Head of Standards. He expressed the hope that a new post-holder would be in place as soon as possible.

Given the departure of the Head of Standards, the Chief Executive reported to the Board that a decision had been taken to postpone the management training and coaching for line managers.

#### 7. Complaints Report

Holly Pick, Joint Head of Complaints, introduced the report and took questions from the Board.

**The Board noted the report.**

#### 8. External Affairs Report

The Communications Manager introduced her report, highlighting that events to mark the Chairman reaching the end of his term were the focus for the end of the year. She informed the Board that he had already been interviewed by The Times and had a further interview arranged with the Press Gazette.

She drew to the Board's attention a recent meeting with the new Head of Media at the Metropolitan Police Service regarding pre-publication services that she and Lauren Sloan had attended.

She then handed over to the Head of Standards who gave the Board an update on her recent meeting at a mosque in Nottingham with a group of women who spoke about the reporting of Islam and the impact of media coverage on their lives.

**The Board noted the report.**

9. Finance, performance report and risk management

The Chief Executive introduced the reports. He brought the Board up to date with the figures for November finances. IPSO had made a surplus year to date £137k against a budgeted deficit of £18k. He took the Board through the reasons for the difference.

He updated the Board on the Performance Report which showed that IPSO had achieved or would achieve most of its business objectives for the year.

He finished by talking the Board through the risk report.

**The Board noted the reports.**

10. Business plan and budget for 2020

The Chief Executive introduced the business plan for 2020. He said that for much of IPSO's activity this would continue current work and direction. This would enable the Board, supported by the Executive, to work on a new strategy for the rest of the contract period. The business plan would continue to be the basis on which the Executive reported performance to the Board.

He took questions from the Board.

**The Board approved the Business plan for 2020.**

11. Proposed work on Clause 12

The Head of Standards introduced her paper that set out the plan for work on discrimination and Clause 12 issues, to inform IPSO's position for the consultation on possible changes to the Editors' Code. She took questions from the Board after taking them through the proposed plan of work.

**The Board approved the plans.**

12. Report of the Liaison Committee Meeting 19 November 2019

The Board noted the report and minutes from the Liaison Committee meeting 19 November 2019.

13. Arbitration Evaluation and Update December 2019

The Director of Operations introduced the paper that provided the Board with an update on IPSO's arbitration scheme.

**The Board noted the report.**

14. Any other business

Rick Hill, the Deputy Chairman of the Board proposed a vote of thanks to the Chairman. This was carried by acclaim.

15. Date of next meeting

The date of the next meeting is Tuesday 25<sup>th</sup> February.

Michelle Kuhler  
PA to Chairman and CEO