

MINUTES of the BOARD MEETING
Held on Wednesday 12 July 2017 at 10.30 a.m.
Gate House, 1 Farringdon Street, London EC4M 7LG

Present: Sir Alan Moses (Chairman)
Rick Hill
Anne Lapping
Sir Martyn Lewis
Charles McGhee
Mehmuda Mian
Ruth Sawtell
Claire Singers
Charles Wilson

Attending: Charlotte Dewar – Director of Operations
Niall Duffy – Director of External Affairs
Ben Gallop – Head of Complaints
Michelle Kuhler – PA to CEO minute taker
Bianca Strohmman – Head of Complaints
Matt Tee – Chief Executive
Charlotte Urwin – Head of Standards

1. Apologies

Were received from Keith Perch, Trevor Kavanagh and Mike Soutar.

2. Declarations of Interest

No declarations of interest were received.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 14 June 2017 were approved as a true and accurate record.

4. Matters Arising

There were no matters arising.

5. Chairman's Report – oral

The Chairman informed the Board that he had agreed to be reappointed until December 2019 and noted that as part of this process it had been agreed that IPSO would enter into discussions with members about possible changes to its regulations to further strengthen IPSO.

The Chairman updated the Board on the success of the IPSO second annual lecture, given by John Whittingdale MP, and offered his thanks to Anne Lapping for her excellent chairmanship of the event.

The Chairman noted that it was the final Board meeting for joint Head of Complaints Ben Gallop and thanked Ben for his immense contributions to IPSO. Following Ben's departure, Bianca Strohmann would take a new leadership role as sole Head of Complaints.

6. Chief Executive's Report

The Chief Executive introduced the paper and updated the Board on various matters.

Following on from the Chairman's update regarding his reappointment, he proposed that the Board should form an ad-hoc subcommittee to support the changes to the Regulations and asked that any Board members wanting to be a part of the subcommittee should contact him to express interest.

He updated the Board on plans for an advertising campaign to promote awareness of IPSO, to include the launch of a mark for titles published by member publishers.

7. Operations Report

The Operations Director introduced the paper and updated the Board on the commissioning process for IPSO's research on editorial standards and recruitment for the Readers' advisory panel.

The Board discussed a draft Staff Code of Conduct and approved it with one amendment. It agreed that a Register of Interests should be introduced for staff, similar to the already existing register for Board and Committee members.

8. External Affairs Report

The Director of External Affairs reviewed recent work in IPSO's communications and external affairs function. He apologised that updated polling data was not available. He informed the Board that he would distribute this via email following the meeting.

The Board noted the report.

9. Complaints Report

The Head of Complaints, Bianca Strohmann introduced the report and noted that IPSO continued to receive a high volume of complaints compared with previous years. The complaints staff continued to meet targets for dealing with non-investigated complaints but analysis suggested that workloads were affecting time taken to investigate complaints.

The Head of Complaints updated the Board on the implementation of new targets and monitoring programmes agreed at the previous meeting.

The Board noted the reports.

10. Finance, performance report and risk register

The Chief Executive introduced the reports. He informed the board that IPSO was currently running under budget. He mentioned as we have an underspend it may be possible to have a separate server put in place for our database.

He provided the Board with a briefing on the Performance report and the Risk register.

The Board noted the reports.

11. Prominence Guidance

The Head of Standards introduced this item, noting that it was targeted at an audience of journalist and editors; separate information targeted at a general audience would be produced and issued simultaneously.

The Board agreed the draft guidance.

12. Global Digital Publisher Review

The Chief Executive provided an update on progress with the Global Digital Publisher Review. He drew the Board's attention to the possible proposals that had been considered by the Board Subcommittee, noting that there did not seem to be one perfect solution to this difficult issue.

The Board agreed for IPSO to undertake a public consultation on a proposed amendment to the regulations.

13. Failure to comply with Scheme Membership Agreement

The Head of Standards presented the paper, setting out the failure of an IPSO member to comply with IPSO membership requirements.

The Board agreed that the Executive should write to the member as set out in the paper regarding the failure of a member to submit an annual statement in a timely way. They also requested that the member's head office be copied in.

14. Any other business

The Board were reminded that the next roadshow would be in Glasgow in September.

15. Date of next meeting

The date of the next meeting was confirmed as Wednesday 25 October 2017.

The meeting finished at 12.27pm

Michelle Kuhler, PA to Chairman and CEO