

MINUTES

Board of Director, Independent Press Standards Organisation

Halton house, 20-23 Holborn, London EC1N 2JD

Wednesday 29 October 2014 at 2pm

Present: Sir Alan Moses (Chairman)
Kevin Hand
Rick Hill
Anne Lapping
Martyn Lewis
Charles McGhee
Keith Perch
Dame Clare Tickell

Attending: Lara Fielden, Complaints Committee member
Matthew Lohn, Complaints Committee member
Matt Tee, Chief Executive Officer
Charlotte Dewar, Director of Complaints & Pre-publication Services

1. Apologies

Apologies were received from Ros Altmann, William Newman, Richard Reed and Charles Wilson.

2. Minutes

The Board approved minutes of its meeting of 24 September 2014. Keith Perch noted that publishing full minutes of Board meetings is an important means of showing commitment to transparency.

3. Matters arising not covered elsewhere on the agenda

There were none.

4. Chairman's report

Alan Moses reported to the Board on his appointments over the previous month, noting that he had visited the offices of The Times, The Sun, The Daily Telegraph, Archant East and the Press Association. He had also spoken at public and private events organised to discuss the future of press regulation, including a seminar at University College London.

5. Chief Executive's report

Matt Tee noted that he had commissioned external reviews of IPSO's human resources function, finance systems, governance and information technology. The general conclusion was that IPSO had essentially sound systems, but they would be made sounder by some simple reforms.

Matt Tee noted that the tendering exercise for IPSO's branding was under way. Following questions from Board members, he agreed to provide an early update on the process.

6. Report from the Complaints Committee

Lara Fielden and Matthew Lohn updated the Board on the first meeting of the Complaints Committee and their experiences in their first weeks as Committee members.

The Board agreed that Board members should each attend a meeting of the Complaints Committee over the coming year to familiarise themselves with its work.

The Board discussed its relationship with the Complaints Committee, and how it should exercise oversight over the Committee's work. The Board agreed that the Executive should institute an "early warning" system to alert Board members to particularly high-profile or controversial cases, which could include circulating decisions on such cases to the Board for information before they were published.

7. Changes to IPSO's rules and regulations

The Board discussed a paper prepared by the ad hoc committee on IPSO's Rules and Regulations regarding proposals for changes to IPSO's rules and regulations. The Board noted its gratitude to members of the committee for its detailed work, particularly Ben Gallop and Charlotte Dewar.

Alan Moses noted that the proposed changes related to procedural rules, and not the standards to which editors are expected to adhere, which are set out in the Editors' Code of Practice. The Board approved the proposals with minor amendments and agreed to instruct lawyers to draft the proposed changes.

8. Issues arising from a complaint to the PCC by Dr Sarah Wollaston MP

The Board discussed correspondence it had received from Dr Sarah Wollaston MP regarding her concerns about IPSO's Regulations and agreed that Alan Moses would reply. Martyn Lewis suggested that IPSO should make public its involvement in complaints that are resolved between the parties, following a complaint to IPSO.

9. The governance of IPSO

Matt Tee presented a paper prepared by a consultant to IPSO on governance. He noted that the consultant had recommended that the Board should agree a committee structure, including an audit and risk committee and a remuneration committee.

The Board discussed the proposal for an audit and risk committee and agreed that part of the committee's role would be to act as the commissioner of an annual external review process of IPSO and its functions. The Board agreed to establish the committee, to be called the Risk and Audit committee.

The Board agreed to establish a Remuneration Committee.

Matt Tee was asked to circulate information to the Board about the committees to solicit expressions of interest from Board members in the various roles; the Chairman would then select committee members.

It was also noted that the Board was required by its Regulations to establish an Appointments Panel, and the Board discussed the function of this Panel.

Matt Tee noted that IPSO would shortly be publicly advertising for roles on the Appointments Panel and three lay members of the Editors' Code of Practice Committee. The Board noted that some members of the Complaints Committee and Board were potentially eligible for these roles and agreed that the advertisements should be circulated internally.

The Board agreed that the Chairman would conduct annual appraisals of Board members.

The Board discussed how to deal with urgent matters arising between Board meetings, including in relation to the Complaints Committee's work.

10. Formal Board resolutions

The Board noted the appointment of Anne Lapping as Deputy Chair for a period of one year from 1 October 2014.

The Board approved the appointment of Matt Tee as Company Secretary.

The Board approved the appointment of Rick Hill as Complaints Reviewer.

The Board approved the appointment of Richard Best as Deputy Chair of the Complaints Committee for a period of one year.

11. Any other business:

Kevin Hand asked about the format in which budget proposals would be presented to the Regulatory Funding Company.

Martyn Lewis asked about IPSO's practices financial reporting during the year.

12. Date of the next meeting

The date of the next meeting was to be decided.

The Chairman declared the meeting closed.