

## IPSO Board Meeting

### Minutes of the meeting held on Wednesday 18 December 2014 10.30

Present: Sir Alan Moses (Chairman)  
Kevin Hand  
Rick Hill  
Anne Lapping  
Charles McGhee  
Keith Perch  
Dame Clare Tickell  
Richard Reed  
Charlie Wilson  
Bill Newman  
Ros Altmann

Attending: Matt Tee, Chief Executive Officer  
Charlotte Dewar, Director of Complaints & Pre-publication Services

1. Apologies

Apologies were received from Martyn Lewis.

2. Minutes

The Board approved minutes of its meeting of 29 October 2014.

3. Matters arising not covered elsewhere on the agenda

There were none.

4. Chairman's report

Alan Moses reported to the Board that Dame Clare Tickell would be standing down from the Board as she had been appointed as Chair of the Early Intervention Foundation. The Board offered its congratulations to Clare. Alan informed the Board that Clare's place would be advertised in January and that Clare had indicated that she was willing to remain on the Board until her successor was appointed.

The Chairman went on to report on progress with the Regulatory Funding Company on budget and changes to the rules. He also detailed some of his appointments since the last

Board meeting, including speeches to the Society of Editors' and the Press Gazette awards, meetings with IMPRESS and others and visits to newspapers.

#### 5. Chief Executive's report

Matt Tee reported good progress on new offices, the branding project and the complaints database. He also noted that the advert for members of the IPSO Appointments Panel and the Editors' Code of Conduct Committee had led to a good response and appointments would be made in the new year.

The Board were supportive of the option of electronic dispatch of Board papers and the Chief Executive offered to do some further research. In response to questions about the security of papers dispatched by post, the Chief Executive agreed to contact some other organisations about their protocols.

The Board discussed the Chief Executive's weekly report and asked that it be a little more formal in its layout. The Chief Executive also agreed to make clear when items were confidential and not to be shared.

#### 6. Budget 2015

The Chief Executive presented the latest position on negotiations for 2015. He reported that after the Board had approved the draft budget at its October meeting, he had met with the RFC, with the Chairman and Kevin Hand. The discussions had been positive and areas for further scrutiny had been identified.

Following this meeting a slightly revised budget was prepared and submitted to the RFC. This asked for a budget for 2015 of nearly £2.5m, which, taking account of the inevitable delay in appointing staff, would result in a funding need for 2015 of £2.356m. The RFC had agreed this figure.

With relation to transition costs, the Chief Executive reported that an additional likely cost had come to light as potential landlords were seeking a substantial rent deposit for new offices. The RFC had offered £500k as a transition budget (including deposit) and the Chief Executive reported that this should be sufficient.

The final issue on budget was the schedule of payments to IPSO from the RFC. The Chief Executive reported that the RFC had accepted the principles put to them by IPSO, that funding should be received according to a pre-arranged schedule and should reach IPSO in advance of expenditure. The Chief Executive was awaiting final confirmation of the payment schedule.

The Board sought and were given assurances that the budget was sufficient and that the budget for 2015 did not tie IPSO to assumptions for funding for 2016 onwards. Given this, the Board agreed the budget as set out, subject to written confirmation from the RFC. The

With relation to transition costs, the Chief Executive reported that an additional likely

Board asked that the Audit and Risk Committee consider the budget, payment schedule and cash flow and recommend the budget to the Board at its next meeting.

#### 7. Amendments to the rules and regulations

The Chairman updated the Board on the latest position with relations to changes to the rules. A meeting was scheduled for January 30<sup>th</sup> with a group from the RFC. The RFC had also agreed to a preliminary meeting on the 14 January, ahead of IPSO's appearance in front of the House of Lords Select Committee. The Board expressed some concerns about continuity, given that Paul Vickers was leaving Trinity Mirror.

#### 8. Business plan

The Chief Executive presented the draft Business Plan for 2015. He explained that in future years he would expect to present the Business plan with the budget and appropriate measures to the Board at the same time, but IPSO's development meant that they would come separately for this year.

The Board expressed particular interest in the development of the Standards function and the Chief Executive agreed to organise a meeting with interested members of the Board and Complaints Committee to discuss the scope of this function.

The Board agreed the Business Plan and looked forward to the development of measures for the objectives.

#### 9. Complaints

The Director of Complaints presented a paper and updated the Board on the volume of current complaints and particular examples that raised issues. The Board had a substantial discussion on measurements for complaint handling and satisfaction of the complainant and the publication. A key issue was that numbers reported had to reflect reality, so it was important to know what the most important measures were. It was also important to recognise that reaching an adjudication was not always a positive outcome. The Director of Complaints would work with interested Board members to develop measures which would be presented back at a future Board meeting.

The Board discussed issues relating to social media sites that were not directly hosted by regulated publishers. The Board asked for a legal opinion before reaching a final conclusion.

The Board agreed to the proposals for publishing decisions on complaints and on ways in which they would be kept up to date on complaints issues.

#### 10. Stakeholder work

In a brief discussion on stakeholder work, the Board supported the proposals from the Chief Executive to concentrate stakeholder efforts for the first part of 2015 on political parties, their advisers and influential parliamentarians; local newspapers and magazines, and those in Scotland, Wales and Northern Ireland, as well as the regions of England; and regulators in the media sector, and also other regulators that have similar characteristics as IPSO.

11. Terms of reference for the Audit and Risk Committee and the Remuneration Committee and to confirm membership

The terms of reference and membership were agreed.