

**MINUTES of the BOARD MEETING**

**Held at Gate House, on Tuesday 18<sup>th</sup> June at 10.30 a.m.**

Present: Lord Edward Faulks  
Karen Barnes  
Matt Brown  
Shrenik Davda  
Charles Garside  
Eddie Gray  
Sarah Lee  
Michaela McAleer  
Kavita Reddi  
Martin Trepte

Attending: Charlotte Dewar – Chief Executive Officer  
John Davidson, Head of Communications  
Emily Houlston-Jones – Head of Complaints  
Michelle Kuhler – PA and minute taker (remotely)  
Tonia Milton – Head of Systems

Observing: Carwyn Jones – Complaints Committee member

1. Welcome and Apologies

The Chairman welcomed newly appointed Complaints Committee member Carwyn Jones to the meeting as an observer. Apologies were received from Brendan McGinty and John Witherow.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 16 April 2024 were approved.

4. Matters Arising

There were no matters arising.

5. Chairman's Report – oral

The Chairman gave an update on recent events not covered in the papers. He updated the Board on the passage of the Media Act 2024, which included the repeal of Section 40 of the Crime and Courts Act 2013.

**The Board noted the updates.**

6. Chief Executive's Report

The Chief Executive updated the Board on progress in planning for the office move proposed for late 2024.

She thanked Board members for completing the Equality Diversity and Inclusive monitoring form and noted that the results were enclosed with the meeting papers.

**The Board formally confirmed John Witherow's appointment to the Board.**

**The Board approved the appointment of Karen Barnes as a member of the Audit and Risk Committee.**

**The Board noted the updates.**

7. Operations and performance report

Emily Houlston-Jones, Head of Complaints, brought complaints of note to the Board's attention.

John Davidson, Head of Communications, updated the Board on the new website and branding progress to date, along with plans/dates for going live.

He updated the Board on Head of Complaints Alice Gould's appearance before the Women and Equalities Select Committee at the House of Commons in May to give evidence to its inquiry into the rights of older people.

He also flagged training session held and booked in so far this year, with various publications.

He finished by informing the Board on the progression of the Annual Statements process carried out by the Standards team this year.

**The management team took questions from the Board.**

8. Risk Report

The Chief Executive introduced the report, mentioning two areas that have changed on the risk register.

She gave thanks to John Davidson and Rosemary Douce for all their support and help in the absence of a Head of Standards.

**The Board noted the updated risk register.**

9. Finance reports

The Chief Executive introduced updated management accounts. She took questions and comments from the various board members.

**The Board noted the finance reports.**

10. Approval of proposed Regulation change

The Chief Executive update the board on current votes to date and updated them on the process undertaken for the proposed change.

She took questions from the various board members.

**The Board confirmed its approval for the Regulations change outlined above.**

11. Any other business

There was no other business.

***All IPSO employees left the meeting for the following items***

12. Confidential item: Staff survey results

The Board discussed the results of the recent staff engagements survey.

13. Confidential item: Budget settlement update

The Board received and noted an update on progress with talks on a new five-year budget settlement.

14. Date of next meeting

The date of the next meeting was confirmed as Wednesday 18<sup>th</sup> September 2024.

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