

Board Meeting 28 Minute

14:00 – 16:55, Tuesday 12 September 2017
16-18 New Bridge Street, London EC4V 6AG

Present: Walter Merricks (Chair), Iain Christie, Martin Hickman, Emma Jones, Máire Messenger-Davies, David Robinson.

Also in attendance: Laura Brown, Jonathan Heawood, Lee Hall (minutes) and Ed Procter.

No.	Item
1.	<p data-bbox="284 1003 467 1039"><u>Procedures</u></p> <p data-bbox="284 1088 443 1124">Apologies Patrick Swaffer sent his apologies and feedback on the issues to be discussed.</p> <p data-bbox="284 1256 647 1292">Declarations of Interest None.</p> <p data-bbox="284 1384 708 1420">Reappointment of directors The Board were informed that the Appointment Panel had reappointed Deborah Arnott and Patrick Swaffer for a second term, which will last 4 years until 2021.</p> <p data-bbox="284 1597 1145 1713">The Board agreed to ask the Appointment Panel to seek the appointment of up to 2 additional directors with journalism industry experience.</p> <p data-bbox="284 1765 1145 1926">The Board were asked to think of suitable candidates to suggest to the Appointment Panel. The roles would be publicly advertised until mid-October with the aim of the candidates being accepted at the November Board meeting.</p>

No.	Item
2.	<p data-bbox="288 253 943 286"><u>Previous Meeting Minute & Matters Arising</u></p> <p data-bbox="288 338 533 371"><u>Rolling action list</u></p> <p data-bbox="288 383 1107 456">The partnership organisation membership idea was being explored by Rachel Knight.</p> <p data-bbox="288 508 1118 707">The Legal Working group would work on a suite of policies relating to potential complaints about the IMPRESS complaints service. The Board agreed that the policies should be ready to approve at the November Board meeting.</p> <p data-bbox="288 759 1098 958">The Legal Working Group would also be reviewing some suggested updates to the Complaints Scheme and Arbitration Scheme. The Board noted that these amendments would need to go out for public consultation and be sent to the Press Recognition Panel.</p> <p data-bbox="288 1010 1038 1084">The Board agreed that IMPRESS would not look into recording calls for the foreseeable future.</p> <p data-bbox="288 1135 384 1169"><u>Minute</u></p> <p data-bbox="288 1180 1118 1254">Minor amendments were agreed to the previous meeting's Minute.</p> <p data-bbox="288 1305 1023 1339">The Board approved the previous meeting's Minute.</p>
3.	<p data-bbox="288 1395 464 1429"><u>Information</u></p> <p data-bbox="288 1480 504 1514"><u>Internal Report</u></p> <p data-bbox="288 1525 1142 1621">The Executive talked about the positive increase in publisher participants and the factors that had contributed to this.</p> <p data-bbox="288 1673 1110 1733">The capacity building grant had been received from IPRT. The Executive discussed how this would be spent.</p> <p data-bbox="288 1785 1134 1881">The Executive outlined the political environment surrounding Section 40. A round table discussion organised by Steve Barnett would be taking place in September.</p> <p data-bbox="288 1933 1134 2029">The Board asked for press releases and communications to members to be prepared ready for the Judicial Review result.</p>

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	<p>The Board had a discussion about a meeting with Facebook.</p> <p>Positive feedback was given on the Director Appraisal System.</p> <p><u>Regulatory Activity Report</u> The number of readers of publications regulated by IMPRESS was now over 4 million per month.</p> <p>The Board discussed the structuring of regulatory decision meetings.</p> <p><u>External Report</u> The Board thanked Laura Brown for the External Report and noted the External Report.</p>
4.	<p><u>Governance</u></p> <p><u>Code of Conduct Consultation Results</u> The Board approved the Code of Conduct.</p> <p>The Board discussed the level of detail that is included on Register of Interest reports.</p> <p>The Board agreed that Register of Interest recusals would only address current publisher members not potential members.</p> <p>LH to circulate all ROI forms to the Board with 24 hours' notice to feed back before they are posted online.</p> <p><u>Annual Report Draft</u> <i>JB joined the meeting.</i></p> <p>The Board thanked Jazz for producing IMPRESS' first Annual Report to a high standard.</p> <p>The Board gave some feedback on the text.</p> <p>The Board agreed to submit feedback on the Annual Report text by 17:00 on Friday 15th September.</p>

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	<p>The Board asked for Board photos on the IMPRESS website to be made more uniform.</p> <p><i>JB left the meeting.</i></p>
5.	<p><u>Regulatory</u></p> <p><u>Paying the PRP Regulatory Fee</u> The Board had a discussion about the timing of the PRP regulatory fee.</p> <p><u>Publishing the Findings of the Review Panel</u> The Board had a discussion on the approach to publishing the Impartiality Review and agreed it should be published in full.</p>
6.	<p><u>Strategy</u></p> <p><u>Regulating Audio-Visual Content</u> The Executive will take this issue forward.</p>
7.	<p><u>Finance & Risk</u></p> <p>The Company Secretary talked the Board through the finance reports.</p> <p>The Board agreed that IMPRESS is a going concern for the next 18 months.</p> <p>The Treasurer talked the Board through the Risk Register.</p> <p>The Board had a discussion about the risks facing the organisation.</p> <p>Board members agreed to email the Company Secretary any suggested changes to the Risk Register before the October Finance & Audit Committee meeting.</p>
8.	<p><u>Statutory Accounts</u></p> <p>The Treasurer talked the Board through the statutory accounts.</p>

No.	Item
	The Board approved the Annual Accounts and Letter of Representations, and noted the Post Audit Report.
9.	<p data-bbox="284 383 596 416"><u>Any Other Business</u></p> <p data-bbox="284 423 1114 501">IC shared information on a Bar training event about media law that could be offered to publishers.</p>
	<p data-bbox="284 553 1082 631"><u>Next Board meeting: Tuesday 14th November, 14:00 – 17:00 IMPRESS, 16-18 New Bridge Street, EC4V 6AG.</u></p>