

Information Pack for Candidates for the IMPRESS Board

Welcome Letter

Dear Candidate,

Thank you for your interest in serving on the **IMPRESS Board**.

IMPRESS is dedicated to acting fairly and impartially as a regulator of news publishers across the United Kingdom. The first Board members took up their posts two years ago, when IMPRESS was in its start-up phase. Now, with more than 100 news publications signing up, and a professional staff team in place, IMPRESS is a fully operational regulator.

At this exciting moment in IMPRESS's development, we are looking to recruit up to **two additional Board Members with experience of journalism, news reporting or the news publishing industry**. If you have the experience, skills and dedication to help build a new era of trust between the press and the public, then the IMPRESS Appointment Panel would be delighted to hear from you. The Panel is particularly keen to hear from candidates from backgrounds which are otherwise under-represented in public life.

In this pack, will find information about IMPRESS and the role of a Board Member. If you have any further questions, please do not hesitate to contact our Chief Executive Officer, Jonathan Heawood, on jonathan@impress.press or 020 3325 4288, for a confidential conversation.

Yours faithfully,

Caroline Instance
Chair, Appointment Panel

Walter Merricks CBE
Chair, IMPRESS

About IMPRESS

IMPRESS is at the vanguard of a new, positive future for news publishers, ensuring quality independent journalism flourishes in a digital age. We help to build understanding between journalists and the public and provide the public with trusted sources of news.

We are a regulator designed for the future of media, building on the core principles of the past – protecting journalism whilst innovating to deal with the challenges of a digital age.

What we do

- We award a 'Trust in Journalism' mark to publishers that meet our standards for membership.
- We uphold a new Standards Code, and assess any breaches of this code by our members.
- We provide an arbitration scheme which is free to the public and protects publishers against the risk of court costs and exemplary damages.
- We provide our publisher members with opportunities to network, share best practice and enjoy access to relevant services such as insurance.

Who we are

Our governance is key to our role as an effective regulator.

Our Board is made up of journalists and other specialists with a wide range of experience and skills. They are selected by an Appointment Panel. We also maintain a Code Committee that is responsible for advising the Board on our Standards Code.

IMPRESS has a small staff team, based in our office in central London.

Our membership is made up of news publications from across the UK, publishing in print and online, and collectively reaching more than 3 million people every month. This membership is growing steadily.

How we operate

As a regulator for the public, IMPRESS is committed to openness and transparency. On 25 October 2016, the Press Recognition Panel (PRP) confirmed that we meet the criteria for independence and effectiveness set out in the Leveson Report and distilled in the Royal Charter on Self-Regulation of the Press.

We are routinely subject to scrutiny by the PRP and others and Board Members must be ready to accept a high level of accountability and challenge.

IMPRESS's audited annual reports and accounts can be [found and downloaded here](#). Details about funding can be [found here](#). Answers to many Frequently Asked Questions about our work can be [found on this page](#).

The IMPRESS Board

IMPRESS is a community interest company. The Board is the governing body of the company, responsible for the regulator's compliance with the Royal Charter on Self-Regulation of the Press and all other areas of fiduciary responsibility, including oversight of an annual budget of approximately £1m. The Board is also responsible for setting and maintaining the organisation's strategy; and has ultimate responsibility for all regulatory decisions.

The Board meets six times per year and delegates some of its powers to professional staff and subcommittees, including the Code Committee, which is responsible for developing the standards code, and the Finance & Audit Committee, both of which also include external members.

We will shortly be establishing two new Regulatory Committees, which will be responsible for regulatory decisions in relation to different sections of the news publishing industry. Successful candidates for the Board will be expected to sit on one or both of these subcommittees.

Board appointments are made by an independent Appointment Panel, which recommends appointments to the Board and sets the level of Board remuneration. The Chair and Board Members are paid a monthly fee and reasonable travel expenses.

The IMPRESS Board currently consists of the following members:

Walter Merricks CBE (Chair) was the first Chief Ombudsman of the Financial Ombudsman Service, with responsibility for an organisation of 1,500 staff and a £90m budget. He is a member of the Gambling Commission and has been involved in dispute resolution and regulation in the fields of legal services, healthcare, insurance, energy and intellectual property, among others. He has also worked as a legal journalist and academic.

Deborah Arnott is Chief Executive of Action on Smoking and Health (ASH), which has a reputation as one of the UK's most effective campaigning charities. She was

awarded the Alwyn Smith prize by the Faculty of Public Health for her role in getting the ban on smoking in public places. After gaining an MBA from Cranfield and working in print and TV journalism she set up and ran the Financial Service Authority's consumer education function. As a producer and programme editor in current affairs and documentaries she developed and ran a wide range of programmes for ITV and Channel 4.

Iain Christie is a mediator, facilitator and actor with a background as a barrister in human rights and media law. He is an Associate Member of 5RB, the media and entertainment law chambers, having previously served as a legal adviser in HM Diplomatic Service. He is joint Consultant Editor of Tugendhat and Christie: The Law of Privacy and the Media. Iain is Secretary of the Civil Mediation Council and has a particular interest in dispute and conflict resolution through dialogue.

Martin Hickman is a journalist and publisher who is passionate about press freedom and ethics. He is managing director of a publishing house, Canbury Press, which specialises in contemporary non-fiction books. In a 20-year career in local and national news, he worked as a reporter or editor for the Press Association, Reuters, and The Independent, where he was deputy news editor. In 2012, he co-authored a best-selling book about the phone hacking scandal, Dial M for Murdoch.

Emma Jones is the former editor of Smash Hits magazine. As a news and showbusiness reporter, she worked for the Sunday Mirror, Mail on Sunday and the Sun (youngest Fleet St. columnist and Bizarre Deputy Editor.) Television work includes live presenting for Channel Four and ITV. Emma is Deputy Chair of Governors at Tidemill Academy, in Deptford, S.E London and serves on the board of Greenwich Dance.

Máire Messenger Davies is Emerita Professor of Media Studies at Ulster University. After working as a journalist on UK regional newspapers and magazines, she gained a psychology PhD studying how people learn from television. She has taught in media schools in Boston, Cardiff & London and has conducted research with Ofcom, IBA, Broadcasting Standards Commission, BBC and DCMS. She is a Fellow of the Royal Society of Arts and has served on the Boards of the Children's Media Foundation and the Voice of the Listener and Viewer. She is author of several books, including Television is Good for Your Kids.

David Robinson (Treasurer and Senior Independent Board Member) founded the life insurance business Bright Grey in 2001 and grew it swiftly to commercial success, employing more than 350 staff and overtaking established competitors. An actuary, he was previously UK Marketing Director of insurer Scottish Provident and more recently was Chair of Engage Mutual Assurance. David is a former Governor and Chair of the Audit and Risk Committee of Heriot-Watt University, Edinburgh and was also a founder Trustee and Chair of the charity 'Smalls for All', which supports

vulnerable women and children in Africa through the provision of essential personal items.

Patrick Swaffer is President of the British Board of Film Classification, the independent non-statutory body which provides trusted classification for film and video. He also sits as a Recorder in the Crown Court and is a partner in Media Compliance Services. He was for more than 30 years a solicitor with the firm Goodman Derrick, specialising in media law and working principally with broadcasters and book publishers. He frequently advised such clients when disputes arose regarding contentious material both prior to and after publication.

Job Description and person specification

The IMPRESS Board consists of a Chair and between four and ten other directors, who are appointed after a fair and open process managed by the Appointment Panel.

The Board determines the strategic direction of IMPRESS and creates an environment in which its aims can be achieved. It is responsible for:

- Establishing and maintaining the company's vision and values.
- Approving the strategic direction of IMPRESS, strategic plans, mission statements and budgets and final decisions of fundamental concern to the continued viability of the organisation.
- Satisfying itself that the company has the necessary resources to carry out the strategy.
- Satisfying itself that management maintain systems of internal controls that provide assurance of effective and efficient operations, internal financial controls, risk management and compliance with law and regulation.
- Delegating to management such authority as is necessary for the purposes of effectively managing the company on a day to day basis and to monitor and evaluate the implementation of the strategy, policies and operational plans approved by the Board.
- Ensuring compliance with legal and regulatory governance requirements.

The Board carries significant responsibilities in a variety of legislative areas including under the Health and Safety at Work Act 1974 and the Bribery Act 2010 and other legislation where there are provisions for corporate liability. Accordingly, the Board needs to satisfy itself that IMPRESS has written statements of policy on these matters.

Board members are expected to:

- Scrutinise the information on which Board decisions are made, and contribute relevant insights and experience to ensure that all relevant factors are considered.
- Work towards a consensus view on issues and support timely and positive decision- making.
- Observe all appropriate standards of corporate governance and comply with regulatory requirements, in particular for the genuinely open, transparent and independent operation of the IMPRESS Board.
- Monitor the performance of IMPRESS to ensure that it functions efficiently and in keeping with its aims and objectives.

Board Members will be expected to uphold the organisational Code of Conduct, which incorporates the Seven Principles of Public Life and sets out detailed requirements in relation to political activities, conflicts of interest, communications, and gifts and hospitality.

Selection Criteria

Candidates must be able to demonstrate the following **essential** criteria:

- The capacity to act fairly and impartially in the decision-making of the Board.
- The capacity to contribute effectively to the leadership of an organisation in a non-executive capacity.
- Knowledge and experience of journalism or news publishing.
- Knowledge and experience relevant to the role of regulating the press.
- Acceptance of the demands of a public role in the field of press regulation.
- Commitment to advancing the objects of IMPRESS, as expressed in our Articles of Association: 'to promote, for the benefit of the community, the integrity and freedom of the press and to encourage the highest ethical standards in news reporting and news publication in particular, but not exclusively, by operating as an independent press regulator in compliance with the principles and in the form and with the composition and powers and otherwise as recommended, in the Royal Charter'.

Candidates may also be able to demonstrate the following **desirable** criteria:

- Experience of serving on the board of an organisation in the public, private or voluntary sector.
- Experience of acting in a regulatory capacity.

IMPRESS is entirely independent of the news publishing industry, Government and Parliament. For that reason, and to comply with the Royal Charter, we ask that all candidates must:

- Not be a serving editor. (Senior journalists who are not serving editors are not excluded. Please contact IMPRESS if you are in any doubt about the implications of this for your application.)
- Not be a member of the House of Commons, the Scottish Parliament, the Northern Ireland Assembly, the National Assembly for Wales, the European Parliament or the House of Lords (but only if, in the case of the House of Lords, the member holds, or has held within the previous five years, an official affiliation with a political party), nor Minister of the Crown, member of the Scottish Government, Northern Ireland Minister or Welsh Minister.
- Be a fit and proper person (i.e. not excluded from acting as a company director or trustee of a charity).

We will treat your application as a declaration that you are not excluded for any of these reasons. We may ask for further confirmation of this at interview.

Appointment Term

Board appointments are normally for a period of two or four years. The term of appointment can be discussed with the Chair on appointment. Appointments are expected to commence early in 2018.

Time Commitment

Four days per month for Board meetings and other Board duties. Board meetings will normally be held in London and may also be held occasionally in national and regional centres.

Remuneration

Paid at a rate equivalent to a Member of an Employment Tribunal (currently £180 per day) working four days per month = **£8,640pa** + reasonable expenses.

Timetable

Role Advertised:	Thursday 13 September 2017
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Closing Date:	Thursday 12 October 2017, 5pm
Selection Interviews:	Wednesday 1 November 2017

Conflicts of Interest

IMPRESS maintains a Register of Interests. Candidates will be asked about any real or perceived conflicts of interest. These do not necessarily constitute a bar to appointment but they must be disclosed and manageable.

How to apply

The IMPRESS Appointment Panel is responsible for the appointment process. Its aim is to ensure that the Board has the full range of skills and experience necessary for it to fulfil its responsibilities.

All applications will be considered by the IMPRESS Appointment Panel, which will draw up a shortlist for interview. The Panel operates a process which is fair, open and merit-based.

Please send your CV together with a covering letter of no more than two pages, with concrete examples to demonstrate how you meet our selection criteria.

All appointments are subject to satisfactory references and you will have to supply the names of two referees if you are selected for interview. Please ensure that your preferred email and daytime telephone contact details are clear.

Please submit your application by email to appointments@impress.press by **5pm on Thursday 12 October 2017**.

Further confidential enquiries about the role should be made to **Jonathan Heawood, Chief Executive Officer**, on +44 (0)20 3325 4288 or jonathan@impress.press.

We would be very grateful if you could complete the separate Diversity Monitoring Form. **We collect this information for monitoring purposes only and it will be removed and held separately from your application.**