

Board Meeting 30 Minute

14:00 – 17:00, Tuesday 23 January 2018
16-18 New Bridge Street, London EC4V 6AG

Present: Deborah Arnott, Iain Christie, Martin Hickman, Emma Jones, David Leigh, Máire Messenger Davies, Walter Merricks (Chair), David Robinson (Treasurer), Patrick Swaffer (from 14:36), Andrea Wills.

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

No.	Item
1.	<p><u>Procedures</u></p> <p>Apologies None.</p> <p>Declarations of Interest None.</p>
2.	<p><u>Previous Meeting Minute & Matters Arising</u></p> <p><u>Rolling action list</u> Noted.</p> <p><u>Minutes</u> Subject to minor corrections the minute of the previous meeting was approved.</p> <p>Draft minutes are to be circulated as soon as they are approved by the Chair.</p>

No.	Item
3.	<p data-bbox="288 250 464 286"><u>Information</u></p> <p data-bbox="288 295 1289 367">The CEO reported on the Data Protection Bill. DA was thanked for her work in this area.</p> <p data-bbox="288 421 1023 456">The COO presented the Regulatory Activity Report.</p> <p data-bbox="288 510 1257 546">The Board noted receiving the publisher member update newsletter.</p> <p data-bbox="288 591 603 627"><i>LB joined the meeting</i></p> <p data-bbox="288 680 1257 752">Two IMPRESS publisher members had been recipients of contracts under the BBC Local Democracy Reporter Scheme.</p> <p data-bbox="288 797 1321 833">The CEO brought the Edelman Trust Barometer to the Board’s attention.</p> <p data-bbox="288 887 1294 958">The Board thanked Laura Brown for a high quality External Report and for her work at IMPRESS.</p> <p data-bbox="288 1012 560 1048"><i>LB left the meeting</i></p>
4.	<p data-bbox="288 1102 475 1137"><u>Governance</u></p> <p data-bbox="288 1182 746 1218"><u>Short-term Succession Planning</u></p> <p data-bbox="288 1227 970 1263">Plans for short-term succession were approved.</p> <p data-bbox="288 1308 1305 1344">Exit interviews should take place when staff members leave IMPRESS.</p>
5.	<p data-bbox="288 1397 456 1433"><u>Regulation</u></p> <p data-bbox="288 1478 1257 1550">The Chair would be giving a keynote speech on 19th February at the School of Journalism at City University.</p> <p data-bbox="288 1603 1257 1675">It was noted that the LSE had launched a Truth, Trust & Technology commission, which was of relevance to our work.</p> <p data-bbox="288 1729 612 1765"><i>LB joined the meeting</i></p> <p data-bbox="288 1818 823 1854"><u>Feedback on Proposed Adjudications</u></p> <p data-bbox="288 1863 1289 1935">The Board discussed the experience of the adjudication process in the handling of the recent complaint adjudications.</p> <p data-bbox="288 1989 560 2024"><i>LB left the meeting</i></p>

No.	Item
6.	<p data-bbox="288 253 520 286"><u>Finance & Risk</u></p> <p data-bbox="288 338 512 371"><u>Finance Report</u></p> <p data-bbox="288 383 1302 416">The Treasurer presented a report from the Finance & Audit Committee.</p> <p data-bbox="288 468 1326 584">The COO presented an updated approach to risk under which the Board would annually populate the Risk Register based on the objectives of the Annual Plan.</p> <p data-bbox="288 636 1337 714">The Treasurer presented headline issues of the 2018-19 draft budget that had been discussed by the F&A Committee.</p> <p data-bbox="288 766 1054 799">The Treasurer was thanked for his work on the report.</p>
7.	<p data-bbox="288 848 400 882"><u>Budget</u></p> <p data-bbox="288 893 831 927"><u>Annual Plan 2018-19 including budget</u></p> <p data-bbox="288 938 903 972">The Chair presented the Annual Plan draft.</p> <p data-bbox="288 1023 1230 1102">The COO highlighted significant objectives in the Annual Plan that represented new areas of work:</p> <ul data-bbox="336 1113 1321 1180" style="list-style-type: none"> <li data-bbox="336 1113 1321 1146">• Updating digital services available to publishers and complainants <li data-bbox="336 1158 1075 1180">• The first cyclical review of IMPRESS by the PRP <p data-bbox="288 1232 1283 1310">The Communications element of the plan would be embellished in the light of input from the Communications Group.</p> <p data-bbox="288 1361 1334 1608">The Chair announced that a Business Development Group would be established with DR, DL and EJ representing the Board. This group would support Konsta Saastamoinen in his business development work. The COO outlined proposals for the development of a Business Development Plan. The CEO would report separately on wider aspects of development.</p> <p data-bbox="288 1659 735 1693"><u>Participants' Consultation 2018</u></p> <p data-bbox="288 1704 1294 1821">In addition to formally consulting members on the budget and tariff, the consultation would also offer members the chance to feed back on the service they are receiving.</p>
8.	<p data-bbox="288 1870 596 1904"><u>Any Other Business</u></p> <p data-bbox="288 1915 376 1948">None.</p>