

Board Meeting 33 Minute

14:00 – 17:00, Tuesday 10th July 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.

Also in attendance: Clara Aguirre (partial), Lee Hall (minute), Jonathan Heawood, Sarah Power (partial), Ed Procter (partial), Konsta Saastamoinen (partial)

No.	Item
1.	<p><u>Procedures</u></p> <p><u>Apologies</u> Andrea Wills.</p> <p><u>Declarations of Interest</u> None.</p>
2.	<p><u>Previous Meeting Minute & Matters Arising</u></p> <p><u>Minutes</u> Minor changes to the meeting 32 minute were agreed. Subject to these changes the minute was approved.</p> <p><u>Rolling action list</u> The Board noted the Rolling Action List.</p>
3.	<p><u>Information</u></p> <p><u>Internal Report</u> The report was noted. The Board asked for the points to be suitably broad in future reports.</p>

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	<p>JH told the Board about a meeting with DCMS Minister Margot James MP concerning data protection law and Internet safety. IMPRESS was invited to be involved in upcoming work on Internet safety.</p> <p><i>LKK & SP joined the meeting.</i></p> <p>LKK introduced Sarah Power, IMPRESS's new Regulatory & Administrative Assistant.</p> <p>JH updated the Board on a meeting with representatives of the Cairncross Review. The Board thanked DR for arranging the meeting. Submissions to the Cairncross Review were due in September.</p> <p><u>Regulatory Activity Report</u></p> <p>LKK presented the Regulatory Activity Report and said there was a steady stream of publishers joining IMPRESS.</p> <p>EP reported that the complaints handling function had been busy. There was a number of publishers in the compliance process that the Executive was working on guiding them through to becoming regulated.</p> <p>LKK informed the Board about the testing of an expedited adjudication process.</p> <p>LKK updated the Board on the process of consulting Member publishers on incorporating data protection law changes into the Arbitration Scheme and Regulatory Scheme. The Board approved these changes.</p> <p><u>External Report</u></p> <p>The Board noted the External Report.</p> <p><i>LKK & SP left.</i></p>
4.	<p><u>Communications</u></p> <p><u>Communications Strategy Update</u></p> <p><i>CA joined the meeting.</i></p> <p>The Board discussed the content of the Communications Report.</p> <p>The Chair asked for the results of the Member Survey to be communicated</p>

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	<p>to the Board.</p> <p>The Board discussed educating the public – including journalists and educators – more widely about press regulation and the work of IMPRESS.</p> <p>The Chair asked DA to circulate information from the Communications Group on criteria for responding to media enquiries & engaging with the media.</p> <p><i>CA left the meeting.</i></p>
5.	<p><u>Legal</u></p> <p><u>NMA vs PRP Judicial Review Proceedings Update</u> The Board noted the JR paper.</p> <p>The Board asked to receive the skeleton argument.</p>
6.	<p><u>Fundraising</u></p> <p>JH reported a recent meeting with the trustees of IPRT at which an extension of IMPRESS’s funding agreement was discussed.</p> <p><u>Business Development Plan</u></p> <p><i>KS joined the meeting.</i></p> <p>The Board thanked KS and EP for a comprehensive Business Plan and discussed the plan to diversify funding.</p> <p><i>KS left the meeting.</i></p>
7.	<p><u>Risk</u></p> <p><u>Populated Risk Register</u></p> <p>The Board discussed the populated Risk Register. The Board were invited to inform the Executive if any mitigating actions are missing from the Register.</p> <p>The Board approved the populated Risk Register.</p> <p><i>EP left the meeting.</i></p>

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8.	<p data-bbox="272 253 507 286"><u>Health & safety</u></p> <p data-bbox="272 338 683 371"><u>Annual Health & Safety Review</u></p> <p data-bbox="272 376 1305 454">The Board thanked Sonia Giga for excellent work on health & safety and approved the report.</p>
9.	<p data-bbox="272 510 395 544"><u>Finance</u></p> <p data-bbox="272 548 778 582"><u>IMPRESS Report & Accounts 2017-18</u></p> <p data-bbox="272 586 1082 620">The Board thanked LH for his work on the Report & Accounts.</p> <p data-bbox="272 665 1007 698">LH presented the accounts and the preparation process.</p> <p data-bbox="272 743 1305 889">DR reported on a discussion with the Audit Manager and a Director from Sayer Vincent to discuss the report & accounts. In a section where LH was absent, Sayer Vincent had no issues to raise with regards to the financial running of IMPRESS.</p> <p data-bbox="272 934 954 967">The Board approved the Report & Annual Accounts.</p> <p data-bbox="272 1012 507 1046"><u>Post-Audit Report</u></p> <p data-bbox="272 1050 794 1084">The Board noted the Post-Audit Report.</p> <p data-bbox="272 1128 603 1162"><u>Letter of Representations</u></p> <p data-bbox="272 1167 1002 1200">The Board approved the Letter of Representations.</p>
10.	<p data-bbox="272 1256 587 1290"><u>Any Other Business</u></p> <p data-bbox="272 1294 1310 1417">JH reported an invitation he had received to write a book on press freedom. The Board approved JH undertaking this project and will not be involved in the content.</p> <p data-bbox="272 1462 1326 1496">The Board asked for a paper at the next meeting with regards to the PRP.</p>