

## Board Meeting 27 Minute

14:00 – 17:00, Tuesday 11 July 2017  
16-18 New Bridge Street, London EC4V 6AG

**Present:** Walter Merricks (Chair), Iain Christie (until 16:15), Martin Hickman, Emma Jones, Máire Messenger-Davies, Patrick Swaffer, David Robinson.

**Also in attendance:** Jonathan Heawood, Lee Hall (minutes) and Ed Procter.  
Jazz Berry, Sonia Giga and Konsta Saastamoinen attended from 15:57 to 16:14.

No.	Item
1.	<p><b><u>Procedures</u></b></p> <p><b>Apologies</b> Deborah Arnott sent apologies.</p> <p><b>Declarations of Interest</b> MH and EJ declared interests for discussion on the live arbitration.</p>
2.	<p><b><u>Previous Meeting Minute &amp; Matters Arising</u></b></p> <p>The rolling action list was noted.</p> <p>Minor amendments were agreed to the Minute.</p> <p>The Board approved the previous meeting's Minute subject to the Chair signing off the amended version.</p>
3.	<p><b><u>Regulation</u></b></p> <p><b><u>Complaint Ref 055/2017</u></b> The Board referred to the adjudication papers and considered Complaint 055/2017.</p> <p>It was noted that Richard Gurner was a past member of the Appointment Panel. None of the Board members recalled</p>

No.	Item
	<p>knowing or ever having met Richard Gurner. It was agreed that none of the members of the Board should be required to recuse themselves from considering the complaint.</p> <p>The Chair summarised the Board's decision on Complaint 055/2017.</p>
4.	<p><b><u>Information</u></b></p> <p><i><u>15:50 to 15:57 break</u></i></p> <p><i><u>JB, SG, KS joined the meeting at 15:57</u></i></p> <p><b><u>Internal report</u></b>  Membership growth is accelerating and the volume of regulatory activity is going up.</p> <p>JH will discuss with RK about memberships for partner organisation members and report back to the Board.</p> <p>JB, KS, SG introduced themselves to the Board and the Board members introduced themselves in return.</p> <p><i><u>JB, SG, KS, IC left the meeting at 16:15.</u></i></p> <p><b><u>Regulatory Activity Report</u></b>  The Board noted the Regulatory Activity Report and had a confidential discussion.</p>
4.	<p><b><u>Governance</u></b></p> <p><b><u>Board Appraisal &amp; Evaluation</u></b>  The Board approved the Board Appraisal Policy.</p> <p><b><u>Register of Interests</u></b>  The Board agreed to follow the BBC Trust approach to putting the ROI online.</p> <p>LH to create a mockup of how the ROI will look and circulate to the Board.</p> <p><b><u>Health &amp; Safety</u></b>  The Board noted the Health &amp; Safety Report.</p>

No.	Item
	<p><u>Appointment Panel</u> The Board discussed feedback from the recent Appointment Panel meeting. Minutes will be circulated.</p> <p><u>Code of Conduct</u> The Board agreed to the changes to the Code of Conduct put forward by the Appointment Panel, and the removal of duplicate paragraph 10.</p> <p>The Code of Conduct will be consulted on by putting it on the IMPRESS website until the end of the first week of September. It will be included on a newsletter and tweeted.</p>
5.	<p><b><u>Strategy</u></b></p> <p><u>Options for an IMPRESS Charitable Organisation</u> The Board was updated on progress in this area.</p>
6.	<p><b><u>Business Development</u></b></p> <p><u>Suggestion to form a working group</u> The Executive will talk to relevant members of the Board and take this forward.</p>
7.	<p><b><u>Arbitration</u></b></p> <p>The Chair told the Board that the live arbitration has now concluded and the process was conducted satisfactorily. The verdict will be published in accordance with IMPRESS policy.</p> <p>MH and EJ recused themselves and left the room as the arbitration was to be discussed in detail.</p> <p>MH and EJ returned to the room.</p>
8.	<p><b><u>Any Other Business</u></b> None.</p>
	<p><b><u>Next Board meeting: Tuesday 12<sup>th</sup> September, 14:00 – 17:00 IMPRESS, 16-18 New Bridge Street, EC4V 6AG.</u></b></p>