

ASSOCIATED NEWSPAPERS

**Annual statement to the Independent
Press Standards Organisation 2019**

1. Factual information

1.1 Overview

A division of Daily Mail and General Trust, Associated Newspapers is one of the largest publishers of national newspapers and news websites in the UK, its titles including the Daily Mail, Mail on Sunday, MailOnline, Metro and Metro.co.uk. The company also publishes the Irish Daily Mail, Irish Mail on Sunday and evoke.ie website in the Irish Republic. MailOnline is a global news website with independent editorial operations in the USA and Australia.

1.2 List of Titles

The Associated Newspapers titles regulated by IPSO are:

- Daily Mail (*Circulation area England, Wales and Northern Ireland. **Average circulation including Scotland and Ireland December 2019: 1.09 million***)
- The Mail on Sunday (*Circulation area England, Wales and Northern Ireland. **Average circulation including Scotland and Ireland December 2019: 0.88 million***)
- Scottish Daily Mail (*Circulation area Scotland. **Average circulation December 2019: 67,900***)
- The Scottish Mail on Sunday (*Circulation area Scotland. **Average circulation December 2019 57,800***)
- Metro (*Distribution in major cities and suburban areas in England, Scotland and Wales. **Average circulation December 2019: 1.42 million***)
- MailOnline (all content relating to news events in the UK) (*Global audience. Global monthly unique visitors December 2019: 207 million*)
- Metro.co.uk (*Global audience. Global monthly unique visitors December 2019: 60 million*)

1.3 Responsible person

Associated Newspapers' responsible person is Peter Wright, Editor Emeritus.

2 Editorial standards

2.1 Overview.

Associated Newspapers has always been committed to upholding the editorial standards enshrined in the Editors' Code of Practice. The CEO is chair of the Regulatory Funding Company; the Editor Emeritus is a member of the IPSO Complaints Committee; and the Editor of Metro is a member of the Editors' Code of Practice Committee.

Compliance with Editors' Code, Data Protection Act and Bribery Act is a requirement written in to all journalists' contracts.

Whenever there are changes to the legal and regulatory framework within which our journalists work we ensure they are informed and, where necessary, undergo training to guarantee they understand and comply with new requirements.

There were no significant change in regulatory requirements in 2019, however the Editor Emeritus continued delivering a series of seminars explaining the changes to the Code made in 2018, and educating them in how recent rulings by the Complaints Committee affect working practices. The seminars will continue into 2020 (see section 4.1).

All our newspapers carry regular corrections and clarifications columns, normally on page two. Our websites carry regular corrections and clarifications panels on their news page.

All Associated titles employ managing editors with responsibility for ensuring compliance with the Editors' Code and resolving any alleged breaches. During this period there were two for the Daily Mail and Metro, one for The Mail on Sunday, and four for MailOnline and Metro.co.uk.

We operate an automated complaints management system to ensure all complainants have access to the Editors' Code and assistance in making a complaint, and complaints are logged, acknowledged and outcomes recorded.

We publish our Complaints Procedure (See Appendix 1).

All journalists are required to seek advice from managing editors and/or the editorial legal department in respect of any journalistic inquiries or proposed stories which may raise issues under the Editors' Code or the law.

The editorial legal department currently employs five full-time lawyers and one part-time. An in-house lawyer is present until the daily newspapers go to press, and they remain on call 24/7 for the newspapers and for Mail Online. Additional cover is provided by rota lawyers during the evening for the Daily Mail and Metro, and a staff lawyer and two rota lawyers for The Mail on Sunday on a Saturday. All the editorial content of the newspapers is read before publication by either an in-house lawyer or a rota lawyer.

Two in-house lawyer are embedded with MailOnline and Metro.co.uk between 8am and 10pm, with a lawyer providing remote cover between 10pm and 8am. Online editors select content for legal advice pre-publication, there is constant dialogue between editors, journalists and lawyers, and lawyers monitor content as it is published.

2.1 Guidance from IPSO.

All desist notices received from IPSO are circulated to all relevant journalists, and placed on the legal warnings database. On receipt of desist notices managing editors will occasionally speak to

IPSO's Director of Operations, either to seek clarification, or to check whether the notice relates to any activities of Associated journalists.

More rarely, from time to time managing editors speak to IPSO's Executive for guidance on Code issues. Practice varies a little from title to title, according to the nature of the material they publish. The Daily Mail would generally only seek guidance on the application of the Code, or helpful precedents, without reference to a specific story. The Mail on Sunday may give some detail of a particular story or picture. MailOnline and Metro do not normally seek pre-publication advice from IPSO

Similarly the IPSO Executive will occasionally contact a managing editor regarding a story they believe one of our titles might be about to publish, and draw his/her attention to potential Code issues.

In either case IPSO's Executive invariably make clear that any advice they give is only for guidance and not for official clearance. They always point out that the IPSO complaints committee would ultimately rule on any complaint and they may well take a different view to that offered by the executive. The decision to publish rests with the Editor alone.

2.2 Verification of stories

We are very aware that across the industry a large proportion of all complaints are about accuracy, and our titles are no exception. Associated Newspapers has a formal step-by-step Verification Policy which is distributed to all journalists. (Appendix 2).

2.3 Financial Transparency

At Associated Newspapers we have always had a strong record of protecting our journalistic integrity from inappropriate commercial pressure. To help our journalists further we have during 2019 issued Financial Transparency guidelines, which codify and strengthen previous practice. They can be found at Appendix 4.

3 Complaints handling

3.1 Forms in which complaints are accepted.

All our titles have very large, broad-based readerships and, unsurprisingly, we receive complaints in many different forms, about a wide variety of issues. For this reason we offer a range of avenues for complainants: *(Please note this section gives Daily Mail web and email addresses; there are parallel web and email addresses for our other titles).*

(a) IPSO. The most frequently used avenue for complaints is IPSO. Complainants go directly to IPSO and are then referred to us.

(b) Readers' Editor. Readers who prefer to make a formal complaint under the Editors' Code directly to us are encouraged to do so via an automated complaints form which is hosted on

a dedicated web page www.dailymail.co.uk/readerseditor. Here they are given full information about the Editors' Code, details of our Complaints Policy, and easy-to-follow instructions on how to formulate a complaint. This route is prominently displayed on page two of our newspapers and the UK news page of our websites.

(c) Corrections. We are aware that some readers may want to take issue with a simple point of accuracy, which may not be a significant inaccuracy under the Code, or for a variety of reasons may not wish to engage in a formal process. We therefore offer in parallel with the Readers' Editor service an informal email route through corrections@dailymail.co.uk. It is publicised in the same way. If these complaints engage the Code in any way we record them with formal complaints.

(d) Contact Us. Some readers who use the Readers' Editor service realise, on reading the Editors' Code, that the matter which concerns them is not a Code issue, but a question of taste and decency, an opinion they wish to express, or something they simply wish to make known to us. Others may decide, having looked at the IPSO process, that they would rather not make a formal complaint. We therefore offer, on the landing page of the Readers' Editor web page, a second informal route called Contact Us. As with Corrections complaints that arrive by this route do nevertheless sometimes engage the Code, in which case they are recorded as formal complaints.

(e) Email/Letter. Some complainants prefer to complain in writing directly to the editor or journalist involved. Where these complaints might engage the Code they are recorded with other formal complaints.

3.2 Handling of editorial complaints.

Due to the very different nature of newsprint and digital publishing, there are some differences between the way our print and web titles handle complaints.

(a) Newspapers. Daily Mail and Metro complaints are assessed at the outset to determine whether there is any issue under the Code. If there is no breach a member of the Managing Editor's team will write to the complainant explaining carefully how this decision has been reached. If the complaint is more serious and likely to go to IPSO for a ruling, it will be passed to the Managing Editor so it can be dealt with straight away. Mail on Sunday complaints follow a similar process, but are generally handled from the outset by the newspaper's Managing Editor.

(b) Websites. The much larger volume of content, and the speed with which it is published, makes websites more open to complaint than newspapers. At the same time continuous 24-hour publication means inaccuracies can be corrected immediately and permanently, sometimes within minutes of publication. Speed is of the essence, and for that reason online complaints go directly to Managing Editors, who try to resolve them as soon as possible. If that can't be done they will engage with the complainant and IPSO in the same way as the newspapers' Managing Editors.

3.3 Keeping of records.

All complaints that are entered via the complaints management system are recorded electronically. Complaints that are framed under the Code and are submitted by letter or email independently are also entered into the system, as are complaints referred by IPSO. When substantive complaints are resolved key information is transferred to a central register which records the name of the complainant, nature of the complaint, Code clause raised, outcome, remedial action (if any), and time taken to resolve

3.4 Resolution of complaints.

The average time taken to resolve complaints in 2019 was 16 working days. This represents the time taken from our receipt of a complaint to our last substantive exchange with the complainant or, in the case of complaints which proceed to IPSO for ruling, the last substantive exchange with IPSO. It does not include time spent waiting for IPSO to rule on a complaint or issue its ruling, as this is beyond our control.

3.5 Information provided to readers.

All readers using our automated complaints service are given full details of how to make a complaint and our Complaints Procedure. The Complaints Procedure gives an outline of how IPSO handles complaints, and encourages potential claimants to visit IPSO's website for further information. (Appendix 1) The automated complaints service is publicised on page two of our newspapers and the news page of our websites (Appendix 4).

4 Training Process

4.1`Details of training programmes

In 2019 we continued a major series of training seminars for all staff, given by the Editor Emeritus and entitled 'The Editors' Code: How to make sure YOU don't get an adverse adjudication from IPSO'.

The seminars explain the changes in the Code which were introduced in 2018, but their main purpose is to help journalists understand the lessons learned from recent rulings by IPSO. 12 seminars were held during the year, and the series continues into 2019. The subjects covered are summarised in Appendix 5. Each attendee was given a copy of the revised Editors' Code.

Many of our journalists have also received initial training through our Journalism Training Scheme. This took a new intake of 27 trainees in 2019. Full details of the current course are given in Appendix 6.

In addition to this, MailOnline and Metro.co.uk hold internal induction sessions on key topics for new members of staff.

4.2 Numbers taking part.

Due to remote working it is not possible to access precise figures, but approximately 360 journalists attended seminars in 2019.

4.3 Plans for further training

The vast majority of our journalists have now attended a recent training seminar, but there will be seminars in 2020 for trainees and new joiners.

5 Compliance

5.1 Complaints ruled on by IPSO

During this period IPSO ruled on 27 complaints against Associated Newspapers titles. Seven were upheld. The rulings were:

05228-18 Versi v Daily Mail. **Upheld**

01507-19 Luby v Daily Mail. Not upheld

08073-18 A woman v Daily Mail. Not upheld

04288-19 Bellamy v Daily Mail. Not upheld

05072-19 Smith v Daily Mail. **Upheld**

07363-18 Williams-Thomas v The Mail on Sunday. **Upheld**

Scott-Samuel v The Mail on Sunday. Not upheld

02805-19 Luck v The Mail on Sunday. Not upheld

05046-19 Powell-Smith v The Mail on Sunday. **Upheld**

05942-19 HRH The Duke of Sussex V The Mail on Sunday. Not upheld

05871-18 A Woman v Mail Online. Not upheld

07543-18 White v Mail Online. **Upheld**

05768-18 Solomon v Mail Online. **Upheld**

07188-18 Jones v Mail Online. **Upheld**

08070-18 Family of Tony Carroll v Mail Online. Not upheld

07397-18 Lewin v Mail Online. Not upheld

01337-19 Siedenburg v Mail Online. Not upheld

07265-18 A woman v Mail Online. Not upheld

00148-19 Jamelia v Mail Online. Not upheld

01759-19 A Man v Mail Online. Not upheld

01641-19 Adomaityte v Mail Online. Not upheld

04681-19 Carden v Mail Online. Not upheld

05741-19 Grant and Pitts v Mail Online. Not upheld

01314-19 Gharu v Mail Online. Not upheld
05158-19 Bashagha v Mail Online. Not upheld
07037-19 Foley v Mail Online. Not upheld
05601-19 Sultan bin Muhammad Al Qasimi and the Al Qasimi family v Mail Online. Not upheld

For the sake of completeness, there was also on ruling made in December 2018, but which was not issued until the following February, and therefore missed our 2018 Annual Statement:

04364-18 Virgin Trains v Mail Online. **Upheld**

IPSO mediated nine complaints without making a determination on whether or not there had been a breach of the Code:

07441-18 Ambrose v Daily Mail
03448-19 A man v Daily Mail
06676-18 A Man v Mail Online
07827-18 Wilson v Mail Online
00209-19 A Woman v Mail Online
01551-19 Cuthbert v Mail Online
03816-19 Hayden v Mail Online
04369-19 Allen v Mail Online
00248-20 Greany v Mail Online

5.2 Steps taken to respond to adverse adjudications:

04364-18 Virgin Trains v Mail Online. This concerned a report on allegations made by a woman on Mumsnet, which were only put to the complainant for comment very shortly before the story was set live. Staff were given instructions on how to ensure the subjects of stories were given adequate time to issue a statement.

05228-18 Versi v Daily Mail. This concerned a first-person feature article filed from Paris. Staff were reminded that that facts in foreign stories must be checked and presented with as much care as in domestic stories.

05072-19 Smith v Daily Mail. This involved the inaccurate presentation of statistics in a political press release. The journalists involved were sent memos reminding them of the importance of ensuring that statistical information is correctly presented, and carefully checked.

07363-18 Williams-Thomas v The Mail on Sunday. This concerned an erroneous caption to a photograph which was added to the online version of the story. MailOnline reminded the reporter and editors concerned that when captions are added online line care must be taken to ensure that they are faithful to the original article.

05046-19 Powell-Smith v The Mail on Sunday. This involved misinterpretation of a political research paper. Staff were sent a memo reminding them of the importance of checking the interpretation of research papers against the original document itself, and not relying on comments made by third parties.

07543-18 White v Mail Online. This involved a headline which adopted a claim made about EU law as fact, though the body of the story made the correct position clear. Staff were reminded that headlines must be supported by the text, and claims must not be adopted as fact.

05768-18 Solomon v Mail Online. This involved a picture taken at a wedding. Staff were reminded that although weddings are generally public events there may be circumstances in which photographs taken at a wedding breach an individual's right to privacy.

07188-18 Jones v Mail Online. This concerned a story about the alleged murder of a British citizen in Malaysia, which included crime scene footage accidentally embedded from a Malaysian. Website. Staff were reminded they must take care that video concerning British citizens which is embedded from foreign publications is checked to ensure it complies with the Editors' Code.

5.3 Details of other incidents

Any complaints which arrive outside the IPSO system are normally settled without admission of liability. Although they are investigated internally, they do not go through an independent process of investigation and adjudication, so it would be unfair to both the complainants and the journalists involved to offer a view on whether or not there was a breach of the Code in individual cases. In addition some complainants choose not to use the services of IPSO because they prefer to resolve their complaint with us privately, and we must respect that.

However we can supply the following details for complaints resolved under IPSO rules during 2019. This list does not include legal complaints, or those resolved informally:

Total number of complaints resolved:

183

This figure includes:

Number of complaints adjudicated or mediated by IPSO:	36
Complaints referred by IPSO and resolved by us within the 28-day period:	48

Clauses of the Code raised (some complainants raised more than one clause, none raised clauses 8, 13 or 15):

1 Accuracy	157
2 Privacy	40
3 Harassment	18
4 Intrusion into grief	19
5 Reporting of suicide	5
6 Children	11
7 Children in sex cases	4
9 Reporting of Crime	6
10 Subterfuge	8
11 Victims of sexual assault	6
12 Discrimination	8
14 Confidential sources	4
16 Payments to criminals	1

Outcomes (internal determinations do not reflect an independent investigation and adjudication):

Code not engaged (internal determination)	67
Code potentially engaged (internal determination)	78
Upheld by IPSO	7
Not Upheld by IPSO	20
Outcome mediated by IPSO	9

Ways in which complaints were resolved (some complaints involved more than one action, an agreement to resolve a complaint does not necessarily mean there was a breach of the Code):

Online article amended	78
Online article, picture or video removed	26
Correction/clarification published	48
Footnote added to online article	25
Donation to charity	4
Apology published	5
Private letter of apology/clarification	3

Goodwill payment/compensation	1
Reader's Letter	1
No remedial action required	39

Appendix 1. Complaints Procedure

Daily Mail

Complaints Procedure

We take great pride in the quality of our journalism and do our utmost to ensure the accuracy of everything we publish. All our journalists are required to observe the rules of the Editors' Code of Practice and we are members of the Independent Press Standards Organisation (IPSO), the new regulatory body for the press set up in response to the Leveson Inquiry.

One of IPSO's key principles is that all its members should have effective mechanisms for dealing with complaints and correcting errors as promptly as possible. If you wish to complain about a story in one of our publications, or the behaviour of one of our journalists, we will do everything we can to put matters right.

But first, please take a few moments to read the advice below:

1. Is your complaint covered by the Editors' Code of Practice?

The Editors' Code sets standards for accuracy, respect for privacy, cases of intrusion into grief or shock, stories involving children, discrimination and the behaviour of journalists, including photographers. [Click here](#) to check whether your complaint is covered by the Code and make a note of the clause you believe has been breached.

If you wish to draw an issue to our attention but do not wish to make a formal complaint under IPSO rules, [click here](#) to send your concerns to our Managing Editor.

2. Important points to check before you submit your complaint

Under IPSO rules complaints will normally only be accepted within four months of the date of publication of the article, or the journalistic conduct in question. Outside that period, complaints can be considered up to 12 months after the date of first publication only if the article remains on our website, and it can be investigated fairly given the passage of time.

Please note that we cannot begin considering a complaint until we have received all supporting documentation you wish to submit, including correspondence with the journalist concerned. Normally complaints can only be considered if they are made by a person who has been personally and directly affected by an alleged breach of the Editors' Code. If you are making a complaint on behalf of another individual you need to enclose with your complaint an email or letter from that individual, giving you permission to act on their behalf.

If you are taking legal action against any of our publications, you need to let us know, because we may then be unable to consider your complaint under IPSO rules.

Complaints from representative groups affected by an alleged breach of the Code can only be considered where the alleged breach is significant and where there is a substantial public interest in it being considered.

Third party complaints can only be considered where they seek to correct a significant inaccuracy of published information, in which case the position of the party most closely involved will be taken into account.

Complaints may be rejected if there is no apparent breach of the Editors' Code, or if they are without justification (such as an attempt to argue a point of opinion or to lobby), vexatious, or disproportionate.

Complaints about headlines will normally only be considered in the context of the article as a whole to which they relate.

3. What happens next?

As soon as we have checked that we have all the relevant information to consider your complaint it will be acknowledged and considered by our Readers' Editor.

The Readers' Editor, who is a qualified lawyer and not a member of any of our publications' editorial staff, will come to an independent decision on how to take your complaint forward. If the Readers' Editor cannot establish that there has been a potential breach of the Editors' Code, they will inform you of their decision.

If we receive a number of complaints about the same issue the Readers' Editor may identify one complainant as the lead complainant, with whom we will attempt to resolve the case. If a resolution is agreed we will inform other complainants of the outcome.

If the Readers' Editor believes there has been a potential breach of the Code they will pass your complaint to the Managing Editor, who may offer you remedial action.

In cases of inaccuracy you may be offered a clarification or correction. If this is the case the Managing Editor will offer you a wording, which will usually be published in the Clarifications and Corrections column which appears on Page Two of the newspaper concerned, or in the case of our websites online.

Unless it involves a straightforward factual error, a clarification or correction will normally not be published until you have told the Managing Editor you are happy with the wording. Once you are satisfied and the clarification or correction has been published the complaint is closed. It may also be closed if you do not respond to our offer.

In cases where a clarification or correction is not an appropriate remedy, such as invasion of privacy, intrusion into grief, or behaviour by a journalist which is in breach of the Editors' Code, the Managing Editor may offer you an apology. This may be in the form of a published statement or a private letter. If a statement is to be published you may be asked to approve the wording. If your case has been referred to us by IPSO both parties must inform IPSO of the outcome.

4. What happens if I am not happy with the remedy offered to me?

Under IPSO rules we must attempt to resolve all complaints before they are considered by IPSO. If after 28 days your complaint has not been resolved you are then free to take it to IPSO. Visit the IPSO website to find out how to do that: www.ipso.co.uk

If IPSO's Complaints Committee finds that your complaint has disclosed a potential breach of the Editors' Code it will try to mediate an agreed resolution.

If the Complaints Committee cannot resolve your complaint by mediation it will determine whether or not there has been a breach of the Editors' Code. This may result in an adjudication with a requirement for us to take remedial action, which may consist of publication of a correction and/or the adjudication itself.

The nature, extent and placement of such an adjudication and/or correction will be determined by the Complaints Committee. Remedial action will not normally include an apology unless that has been agreed by you and the publication.

Please note IPSO has no authority to award financial compensation.

Appendix 2 - Verification of stories



Verification of stories

Accuracy is at the heart of everything we do as journalists. The following is a list of the various steps that should be taken to verify a story is accurate. It is not an exhaustive list - there may be occasions when a story can be verified by means not covered here, but if so great care should be taken, and the steps taken to secure verification should be made clear to the legal department and to your Editor or Acting Editor before publication.

Journalists must also be aware that a story may be accurate, but still in breach of the Editors' Code, or the laws of libel or contempt. You also need to take into account the Data Protection Act and the Bribery Act.

1. **Is your story supported by an on-the-record quote or bone fide document?** If the quote or document is reported accurately and in context, describes the activities of the person or organisation who produced it, and is attributed to them, there should be no need for further verification.
2. **Does the quote or document you are relying upon describe the activities of another person or organisation?** Then its accuracy needs to be checked and the person or organisation given an opportunity to comment. You need to be sure that the questions you want to put have been received by the individual or organisation concerned, and quote their response fairly.
3. **What if the person or organisation refuses to comment?** If you are sure they have received your request for comment, you must make it clear the material you intend to publish is a claim or allegation and attribute it to its source. You must also accurately report the refusal to comment, which may in itself contain an element of comment.

4. **What if it is not possible to contact the person or organisation concerned?** You need to keep a note of all the steps you have taken to reach them. Do not say in your story that so-and-so 'did not comment' but make it clear that you were unable to reach them. If it is a substantial story and you suspect they are evading you, briefly spell out in the story the steps you took. Make it clear to your editor and legal department that you have been unable to contact the subject of the story.
5. **Are you relying on an off-the-record briefing?** If someone has briefed you about their own activities, or their own organisation (and they are qualified to do so) you can normally regard that as sufficient verification. However, if you think there is a danger that they will later complain, you may need to make it clear that in such circumstances you would regard the obligation of confidentiality as broken and may name them as your source. You may also be asked to give your source, confidentially, to your editor. If you are unable to do so your editor is unlikely to run the story. An off-the-record source who can't be named is unlikely to be strong enough evidence to defend an accuracy complaint to IPSO.
6. **Are you relying on an off-the-record briefing concerning the activities of a person or organisation other than the one giving you the briefing?** Then any claims need to be put to the person or organisation as in steps 2-4.
7. **What if I have two independent off-the-record sources?** It is helpful, but not sufficient to ensure verification. You still need to go through the processes in step 2-4.
8. **Check the legal warnings basket before you approach anyone for comment, and before you file your story.** If the facts in your story have been the subject of legal warnings or corrections in the past, make sure you take this into account and seek advice from the Legal Department. If the subject of your story has issued a desist notice, asking journalists not to contact them, you should not make an approach unless you have consulted the Legal Department and/or a senior editor and established there is a public interest in doing so.
Note – we are aware some journalists currently have difficulty accessing the legal warnings basket. An improved, easy-to-access basket is under construction and will be launched very shortly. It will be followed by a new clarifications and corrections basket.
9. **Public interest justification.** Before you engage in any activity which might give rise to a possible breach of the Editors' Code, you must be able to demonstrate that you have a reasonable belief that your actions, and the publication of any story involved, are justified by the public interest. In the case of misrepresentation or subterfuge, you must demonstrate that you have pre-existing evidence of the activities you plan to investigate, that your actions are in the public interest and that the material cannot be obtained by other means. To do this you must consult the Legal Department and/or a senior editor, and keep a record of how the decision was taken.

Appendix 3 - Financial Transparency



Financial transparency for journalists

It has always been a central principle of our journalism that the editorial and commercial branches of our company work independently, without one exercising inappropriate influence on the other... church and state do not mix.

Of course there are times when it is perfectly legitimate, even desirable, for businesses which advertise with us to work with us on editorial projects: many supported the Mail's Turn the Tide on Plastic campaign, for instance.

But advertisers should never be in a position to use the fact they have a commercial relationship with us to apply pressure on journalists, whether it is to include certain content, exclude it, or to angle articles in a particular way.

If you feel an advertiser is putting you under this sort of pressure, inform your Managing Editor straight away so action can be taken.

Nor should you accept financial inducements, or gifts which may be offered or perceived as inducements, from businesses or individuals you may be writing about. Again if you are in any doubt, or feel you are being placed in an awkward situation, make sure you inform your Managing Editor, who will advise you on how to respond. You should also have had training on the Bribery Act. If you haven't, contact the Legal Department, who will arrange it.

If you are writing about a business with which you are aware we have a direct financial link, for instance another subsidiary of DMGT, then that relationship should be made clear in the copy.

There are also some areas where there are particular risks, and more specific rules apply:

- **Financial Journalism**

Financial journalists – including sub-editors and anyone else who has access to financial copy - should avoid doing anything that could be construed as unethical or trading on their privileged position. In particular:

- Never buy or sell shares in companies on which you have any inside or ahead-of-the-market information.
- Never buy or sell shares in companies on which you are in the process of writing or editing stories.
- Never buy or sell shares you know will soon be tipped in any of our publications

It would be unreasonable to forbid financial journalists to hold any investments, however you should list any directly-held shares in the Financial Journalists' Share Register, which is published on ThisisMoney.co.uk.

It is not always practical for a financial journalist to avoid writing articles about companies or funds in which they have an existing shareholding. However if you think a reader may perceive a potential conflict of interest then you should inform your head of department, and declare that you have a holding at the foot of the article.

- **Advertorials and sponsored content**

Some advertisers prefer to present their message in an editorial format. If an advertiser is paying for content and/or has editorial control over it, then it must be made clear to the reader by distinct labelling, such as 'Advertising Feature', 'Sponsored Content' or 'Sponsored by *Name of Company*'.

There are also some areas, commonly described as service journalism, where a closer relationship with businesses may be permissible, so long as sensible guidelines are followed:

- **Travel**

It would not be possible to provide a full range of travel features unless journalists are able to take advantage of offers from travel companies to sample destinations they serve. However no offer should be accepted unless:

- You have cleared it with your Travel Editor.
- It is made clear to the travel company that you are not under any obligation to write a favourable article, or indeed to write any article at all.
- If a travel company has covered the cost of flights or accommodation featured in a travel article this should be made clear on the page, preferably in a fact box, with wording such as: '*Name of Journalist* travelled to *name of destination* with *name of travel company*'.

- **Fashion and beauty**

It is not feasible to write about fashion and beauty without the use of clothing and beauty products loaned or supplied by manufacturers and/or retailers. However any arrangement which involves a significant financial input from a supplier, such as covering the cost of models, photographers, or travel to a location, and is not labelled as sponsored content, should be avoided. If you are in any doubt about a proposed project, you must clear it with your head of department. If for any reason a supplier has made a significant financial input into an article it should be made clear in a fact box.

- **Motoring**

As with travel and fashion, it would not be possible to write about new cars without taking them on loan for test drives. However if this takes place in a location which involves significant financial input from a manufacturer – such as flights or hotels – this should be made clear in a footnote (*'name of journalist travelled to name of location with name of company'*).

Finally it is a good general rule for all journalists, if you think you may be putting yourself in a position where you could be accused of a conflict of interest, to ask yourself: 'Would I be embarrassed if this were to appear as a story elsewhere?' If the answer is yes, don't do it.

Appendix 4 – Complaints Service

The following pages give examples of the way our complaints service was publicised in our various titles during this period. Please note that the Metro.co.uk content management system automatically gives the page the date on which it was first created. It has been updated since then, and the version below was current during 2018

Weather

Go to daily.mail.co.uk/weather for UK and world 5 day forecast

Region	Temp (°C)	Temp (°F)
London	4	40
Manchester	5	41
Birmingham	5	41
Edinburgh	5	41
Belfast	6	43
Newcastle	6	43
Cardiff	7	45
Sheff	7	45
Nottingham	7	45
Leeds	7	45
Bradford	7	45
Coventry	7	45
Sheff	7	45
Nottingham	7	45
Leeds	7	45
Bradford	7	45
Coventry	7	45

Summary: Sun and showers

UK TODAY: It will be bright with showers. Showers will be most frequent in the west, some of which will be heavy with hail. Some showers are likely to be wintry over northern hills. A breezy day. Max 9c.

Today's weather

City	9am	12noon	3pm	6pm	9pm
London	5c	8c	7c	5c	4c
Plymouth	6c	8c	6c	5c	4c
Cardiff	6c	8c	6c	5c	4c
B'ham	4c	6c	5c	4c	3c
M'chester	4c	6c	5c	4c	3c
Newcastle	4c	6c	5c	4c	3c
Glasgow	4c	6c	4c	3c	2c
Aberdeen	4c	4c	4c	3c	2c
Belfast	3c	4c	4c	3c	2c

5 day forecast

City	Thu	Fri	Sat	Sun	Mon
London	5c	8c	9c	10c	8c
Plymouth	10c	11c	10c	8c	8c
Cardiff	8c	10c	8c	8c	8c
B'ham	8c	8c	7c	6c	6c
M'chester	6c	7c	7c	7c	7c
Newcastle	4c	6c	5c	6c	6c
Glasgow	6c	7c	6c	6c	6c
Aberdeen	5c	6c	6c	5c	5c
Belfast	7c	6c	4c	4c	5c

Yesterday

City	24 hours	24 hours	24 hours	24 hours	24 hours
London	4c	8c	7c	5c	4c
Manchester	4c	6c	5c	4c	3c
Birmingham	4c	6c	5c	4c	3c
Edinburgh	4c	6c	5c	4c	3c
Belfast	4c	6c	5c	4c	3c

Moon and Sun

MOON rises 12.30pm, sets 6.10pm
 Sun rises 07.15am, sets 16.00pm
 Moon phase Waxing Gibbous, 75%
 High tide London 18.45pm, Liverpool 18.00pm
 Low tide London 03.45am, Liverpool 03.00am
 Sunrise 07.15am, Sunset 16.00pm
 Moonrise 12.30pm, Moonset 6.10pm

Europe forecast

City	Temp (°C)	Temp (°F)
London	4	40
Paris	5	41
Berlin	6	43
Rome	7	45
Madrid	8	46
Stockholm	9	48

Around the world yesterday

City	Temp (°C)	Temp (°F)
London	4	40
Paris	5	41
Berlin	6	43
Rome	7	45
Madrid	8	46
Stockholm	9	48
Beijing	10	50
Delhi	15	59
Sydney	18	64
Auckland	12	54
Wellington	10	50
Christchurch	10	50
San Francisco	12	54
Los Angeles	14	57
New York	15	59
Chicago	13	55
Atlanta	15	59
Mumbai	25	77
Delhi	28	82
Singapore	28	82
Perth	20	68
Wellington	10	50
Christchurch	10	50
San Francisco	12	54
Los Angeles	14	57
New York	15	59
Chicago	13	55
Atlanta	15	59
Mumbai	25	77
Delhi	28	82
Singapore	28	82
Perth	20	68

KUROSU

EVERY day in the Mail you can play Kurosu, the most addictive brain teaser since Sudoku. There are only two rules:

- Fill in each space with either a nought or a cross so there are no more than two consecutive noughts or crosses in any row or column. Important note: diagonals don't count.
- Each row and column must contain three noughts and three crosses.

Today's difficulty rating: ★★

		X			X
				X	
O	O				
O		O			
					X
X				O	

PLAY more Kurosu and 26 addictive puzzles like them every day on your smartphone or tablet with Mail Plus, your Mail newspaper on your screen. Get a FREE trial today at daily.mail.plus.co.uk
Solution on Puzzles & Prizes back page

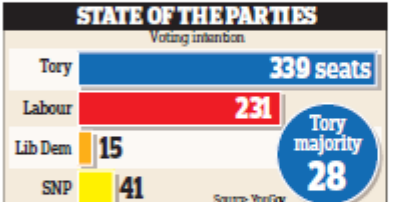
Continued from Page One

with their failed coup in 2016 that ended up strengthening his grip on the party. Yesterday Mr Johnson warned: 'This is a very close fought election and we need every vote. The only mathematical alternative to a working majority Conservative government is a real risk of another hung Parliament.'

The PM warned that the country faces a 'lost decade' if he does not win, warning that Britain would be led by a 'Hammer-banking, IRA-supporting, anti-Semitism-condoning appeaser of the Kremlin' in Jeremy Corbyn.

As the election campaign entered its final hours:

- 15 former Labour MPs appealed to traditional voters to back someone else, saying that under Mr Corbyn, 'Labour is no longer the party we have supported all our lives'.
- Mr Corbyn claimed an army of supporters would propel him to victory by getting out the vote tomorrow, saying Labour had more people out than in 2017.
- A senior minister warned that Labour's plans to retain free movement were a threat to national security as they would prevent the UK banning and deporting serious foreign criminals and terrorists.
- A major poll of 10,000 members revealed barely a third support Labour, despite the union giving the party £3million to fight the election.
- Biggel Farage ridiculed an evening he will spoil his ballot paper while telling his supporters not to 'remate your vote'.
- The survey suggests the Tories are on course to win 359 seats. It finds that Jeremy



ONE DAY TO GO

PAGES 4-11

Corbyn's Labour Party are set to win 231 seats. The Liberal Democrats are set to take 15 seats, with the SNP snatching 41. The margin of error in the poll means YouGov cannot rule out a hung Parliament. The poll's range of possible outcomes stretches from 367 Tory seats to only 311.

The survey was conducted over the last week up until yesterday.

Tory strategists fear the Tories' riding may have been affected by Mr Johnson's eccentric reaction to the story of a four-year-old boy forced to sleep on a hospital floor. The Conservatives were also embroiled in a row after officials briefed that Health Secretary Matt Hancock's aide had been punched outside the hospital by Labour activists – a claim which video footage later showed to be untrue.

Mr Johnson has warned that the polls are narrowing and points out that tactical voting could mean Mr Corbyn could still end up in Downing Street.

A leaked Tory party memo warned the chances of a Labour-led coalition have been 'seriously underestimated' as gains of just 15 seats by the SNP, Lib Dem and other minor parties could lead to Mr Corbyn in Downing Street.

YouGov's projection is considered significant because it uses a complicated methodology which closely matched the

result of the last election in 2017. It tries to pin down the general mood of various voting demographics and calculates how this will affect each individual constituency.

But it cannot take into account tactical voting or the popularity of specific candidates.

Also, The Times said the projected margins of victory in a number of seats were less than 5 percent – meaning that many could change.

A number of senior Labour figures – such as Dennis Skinner and Caroline Flint – could lose their seats.

And Lib Dem such as Chuka Umunna and Luciana Berger

'On course for surprise gains'

could be on their way out as well as ex-Tories Dominic Grieve, David Gauke and Anna Soubry.

Yesterday a betting firm predicted that the Conservatives were on course for a comfortable majority.

Sporting Index predicted the Tories will claim 359 seats – a majority of 28. The firm said that towards the end of November, it looked like Labour were on course to make surprise gains.

But Sporting Index's political trading experts warned that has cooled. It predicts Labour will get just 215 seats.

Ryan Halliwell, spokesman for Sporting Index, said: 'All the interest from our customers is in the Tories at the minute, and since the end of November the quote for Conservatives seats has built momentum, peaking at 351. We're now slightly further down at a predicted 359 seats for Boris Johnson's party.'

d.morlan@dailymail.co.uk
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Worried how you'll get to the polls on Thursday? Find help at action.conservatives.com/vote

See key seats where voting tactically will help get Boris and Brexit over the line at daily.mail.co.uk/tacticalvoting

Swinson less popular than Corbyn

LIBERAL Democrat leader Jo Swinson has ended the General Election campaign less popular with the voters than Jeremy Corbyn.

By Daniel Martin
 Policy Editor

A poll by Ipsos Mori found Miss Swinson has a net favourability rating of minus 31, even worse than the Labour leader's score of minus 30.

Both trail Boris Johnson, whose rating stands at minus 11.

The poll is devastating for the Lib Dems, and lends support to the theory

that the more the voters see of their leader, the less they like her.

At the start of the campaign, Miss Swinson had a score of minus 20. Now the rating is minus 31 (18 per cent favourable, 49 per cent unfavourable).

Mr Johnson's leadership rating has also fallen, from minus eight to minus 14 (33 per cent favourable, 47 per cent

unfavourable). Only Mr Corbyn has seen an improvement in his favourability rating.

At the start of the campaign, the Labour leader was on minus 30. Now he is on minus 30 (26 per cent favourable against 56 per cent unfavourable).

SNP leader Nicola Sturgeon last night pledged to lock Boris Johnson out of Number 10 if the Tories fail to win a majority tomorrow. She branded Mr Johnson a 'danger' to Scotland and told the BBC today programme she would be prepared to prop up a minority Labour government in return for a second referendum on Scottish independence. She added that another condition of support would be an end to the welfare cuts that have caused so much misery.

Clarifications & corrections

A PICTURE caption in Monday's paper said that Carrie Symonds and Priti Patel had visited a Sikh temple in London. In fact they were pictured at Wazzeen Temple, which is Hindu. We apologize for the error.

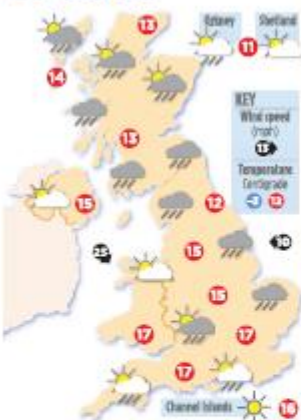
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IPSO Regulated

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Weather



UK FORECAST

GENERAL FORECAST
Widespread heavy rain to start, heaviest across the East. Rain becoming lighter and more patchy across the North and East, but with some heavy bursts across the South East. More areas will stay cloudy. Brighter later across the South West, Wales, North East Scotland and Northern Ireland.

REGIONAL FORECASTS
South East, London, East Angles: Largely cloudy with outbreaks of rain, some heavy. Wind N moderate. Max 17, 6.5C.
South, South West, Wales, Channel Islands: Early cloud and rain will quickly clear to leave a bright day with some scattered showers. Wind W moderate. Max 17, 6.5C.
Midlands, North West, North East:

Cloudy with rain, some heavy. Rain will ease and become patchy. Wind E moderate. Max 16, 6.5C.
Scotland: Cloudy and damp start, rain turning light and patchy. Bright spells in the North East. Wind SE moderate. Max 15, 5.5C.
Northern Ireland, Eire: Largely fine and dry with sunny spells, hazy at times because of patchy cloud. Wind W light. Max 17, 6.5C.
WEEK AHEAD
Disrupted with rain spreading east tomorrow. This rain will clear the North and West later, leaving late sunshine. Bright start for Tuesday, widespread showers developing. Mixtures of sunny spells and scattered showers by midweek. Then largely unsettled, with further rain and breezy conditions.

WEATHER WATCH

John Kettleby

September's warmest weather was in the penultimate weekend, when Weybourne, Norfolk, recorded 27.7C, but change came quickly. Frost, were rare and mostly confined to the Scottish Highlands, leaving temperatures overall just above average. It was a little sunnier than normal.

Into October and we had a couple of cold nights and the threat of former Hurricane Idun. In the event, winds barely reached gale force in the West, but there was heavy rain, especially in the North and in South Scotland, pelting out on Friday.

The weekend began quietly, but we set for further heavy rain to place today. An intense low pressure south of Iceland will dominate our weather for the next few days, bringing a risk of rain and occasional bursts of rain sweeping in from the Atlantic. It's a typical pattern at this time of year.

SIX-DAY FORECAST

	MON	TUE	WED	THU	FRI	SAT
LONDON	15	15	15	15	15	15
ABERDEEN	11	11	11	11	11	11
BELFAST	11	11	11	11	11	11
BIRMINGHAM	14	15	15	14	15	14
LIVERPOOL	15	15	15	15	15	15
LONDON	15	15	14	15	15	14
GLASGOW	14	13	12	13	13	13
LEEDS	15	15	15	15	15	15
MANCHESTER	14	15	14	15	15	14
NEWCASTLE	12	13	13	14	15	12
NOTTINGHAM	14	15	15	15	15	15
PLYMOUTH	15	15	15	15	15	15

EUROPE WEEK AHEAD



Generally settled in Spain, some rain in the North West. France, Germany and central Europe will be unsettled, with rain clearing the South East. Some sunny spells. Becoming more settled in the South East.

Storm as BBC star tells Rory: You are too white and posh to be London Mayor

By Glen Owen
POLITICAL EDITOR

BBC presenter Justin Webb triggered a row yesterday when he suggested that Rory Stewart should not stand for London Mayor because he was a white, male, Old Etonian.

The former Tory leadership candidate quit the party on Friday and quickly announced he would be running for the London job as an independent.

But Mr Webb asked whether it was 'really 2020' for him to be standing against black Conservative candidate Shama Bailely and Muslim Sajid Khan, Labour's current Mayor.

On Radio 4's flagship Today programme, Mr Webb asked Mr Stewart: 'You mention that you are proud of the diversity of the mayoral race in London, you are a white guy and Old Etonian - it's not really 2020 is it, really, to be challenging a black man who is the Conservative candidate and the Muslim mayor?'

Mr Webb, who was himself privately educated, added: 'You are saying don't elect them, elect a white Etonian.' Mr Stewart hit back: 'I'm definitely not saying that. I am saying that you should not be voting for me on the basis of my ethnicity but on the basis of the fact that I feel that, as an ex-Cabinet Minister, as someone who has run big projects internationally... I can turn things around.' Allies of



CONTROVERSY: Justin Webb



HITTING BACK: Rory Stewart

Mr Stewart had expected his privileged background and ethnicity to be used against him in the race, given that more than 40 per cent of London's population is now non-white.

It may also be unhelpful to his prospects that, if he was successful, both the Prime Minister and the London Mayor

would have attended the same school.

But his allies were privately angry yesterday at what they describe as the 'last tolerated prejudice' against privately educated white males.

Boris Johnson - won two elections to be London Mayor despite being white, male and an Old Etonian.

After falling in his leadership bid, Mr Stewart became increasingly critical of Mr Johnson's approach to Brexit, leading to him being one of 21 Tory MPs who were sacked from the party for voting to block a No Deal Brexit.

Mr Stewart said he was running as an independent candidate in May's election to protect

'Challenging a black man and a Muslim'

the city from 'Brexit danger', claiming that the 'wonderous' city was at risk because of Britain's exit from the EU.

His remarks were attacked by Mr Bailely, who said he thought it was 'distressing' that Mr Stewart was not concentrating on rising crime levels in the capital. He said: 'It's incredible to me that everyone seems to be running their London campaigns on Brexit. I'm trying to have a conversation with nine million Londoners who are living in a city that's riddled with crime.'

Mr Stewart was also challenged about his privilege on Channel 4 News on Friday.

Presenter Cathy Newman asked him how someone of his background felt to be damaging the chances of a 'Jamaican, comprehensive-educated, son of a single mum' like Mr Bailely. He denied feeling guilty, saying: 'It's democracy.'

Tory Minister backs rebel

CULTURE Secretary Nicky Morgan has sparked a loyalty row after wishing Tory deserter Rory Stewart 'good luck' in his fight against the official Conservative candidate to be London Mayor.

Mr Stewart, currently MP for Penrith, infuriated colleagues last week by declaring he was standing in the capital as an independent. He immediately became the bookies' second favourite behind Labour Mayor Sajid Khan, dealing a major blow to Tory candidate Shama Bailely's hopes.

But in a message seen by The Mail on Sunday, Mrs Morgan wrote: 'Penrith's loss can be London's gain - good luck Rory!'

Mr Stewart, who is standing down from his Commons seat, replied: 'Thank you.' Last night, the message was

met with anger from Tory colleagues, although Conservative MP Peter Bone said he hoped the message was sent 'in error'.

He told The Mail on Sunday: 'It is a little strange to say the least that a Tory Cabinet Minister would wish good luck to someone standing against an official Conservative Party candidate.'

Mrs Morgan was unavailable for comment last night.

By Brendan Carlin
POLITICAL CORRESPONDENT

Mr Stewart, who is standing down from his Commons seat, replied: 'Thank you.' Last night, the message was

CORRECTIONS & CLARIFICATIONS

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■ To report an inaccuracy, email corrections@mailonsunday.co.uk. To make a formal complaint, go to mailonsunday@ipso.org.uk or contact IPSO directly at ipso.co.uk.

■ An article on March 17, 2019, alleged that two law firms KRW Law and Madden & Pincane were behind a probe and 'witch hunt' into killings by British troops during the Irish Troubles and were secretly receiving millions of pounds in Legal Aid. We acknowledge that these allegations were wrong and we had not intended to impugn the professional integrity or impartiality of either firm with a view to the clients on all sides of the political and religious divide. We apologise for any unintended suggestion to the contrary.

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Record infant mortality rise hits country's poorest parts

POORER areas have suffered an unprecedented rise in infant mortality in the last five years, a new report reveals. While more affluent regions of England were unaffected, there has been a sustained yearly increase of 24 infant deaths per 100,000 live births in the most deprived parts of the country between 2014 and 2017. Liverpool University's Prof David Taylor-Bostman said the analysis suggests about a third of the increase in those years may be attributed to rising child poverty. These findings are really concerning given the child poverty is rising, he said. It is time for the government to

reverse this trend estimating a welfare system that protects children from poverty. The research, published in BMJ Open, found there were 572 more infant deaths in the three years between 2014 and 2017 than would have been previously expected based on trends. Ben Barnard, of the Joseph Rowntree Foundation, said the analysis highlights the impact on mortality rates throughout children's lives. We cannot stand by while a child born in the wealthiest parts of our country can expect nearly two decades longer of healthy life than a child born in the most deprived parts. We need to see action to solve poverty, she added.

METRO BITES

- A GYM GOER who posed Hannibal Lector's face on a photo of his mate and posted it on a wall has been banned by bosses. Robert Conn, 51, says staff at the Stockton-on-Tees club mistook it for a photo of Hitler.
- A WOMAN was impregnated by the wrong sperm donor following a paperwork mix-up at a fertility centre. The mistake at Simply Fertility in Chelmsford was among 606 errors in the UK in the past year - up from 571 - figures show.
- TWO girls, aged 14 and 16, held on suspicion of the murder of an 81-year-old man will face no further action. The man, named locally as Patrick Marnon, died on Saturday at home in Wisbech, Cambridgeshire.



High Court battle: Tafida's parents, Shelina Begum and Mohammad Raqeeb can move her to Italy as

Parents win court battle to keep little Tafida alive

By BRIAN FARMER

THE parents of a severely disabled five-year-old girl have been given the go-ahead to keep her alive so she can be taken to an Italian hospital. Tafida Raqeeb's parents won a High Court fight yesterday when a judge ruled the youngster could be moved to the Gaslini children's hospital in Genoa. Solicitor Shelina Begum, 39, and construction consultant Mohammad Raqeeb, 45, of Newham, east London, hope to move Tafida in the next ten days. But The Royal London Hospital, where she is being treated, could try to overturn the ruling in the Court of Appeal. Specialists said further treatment was futile because Tafida had permanent brain damage and was in a minimally conscious state with no chance of recovery. Her parents say the Italian doctors would keep her on life support until she was diagnosed as brain dead. Her family have a British-Bangladeshi background and are Muslim. Under Islamic law, only God is allowed to end life. Mr Justice MacDonald ruled that 'on a



Severely disabled: Tafida Raqeeb collapsed in February

fine balance' it was in Tafida's best interests for 'life-sustaining treatment' to continue. He said there could be no justification for stopping her parents moving her to the Italian hospital. The judge had heard how Tafida woke up her parents complaining of a headache early one morning in February. She collapsed shortly afterwards and doctors discovered blood vessels in her brain were tangled and had ruptured. Specialists say Tafida could live for years with life-support treatment. But they say she cannot swallow, talk or see.

CONTACT US

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 Text: 020 330 1000
 Web: metro.co.uk

CORRECTIONS & CLARIFICATIONS

The film *Warren* is about an escape from a Nazi concentration camp in occupied Poland, not a Polish death camp as we said in Wednesday's *Scale* section. Metro strives for complete accuracy but mistakes do sometimes slip in. If you spot anything, please email corrections@metro.co.uk with the article and date as the subject line. Metro is a member of the



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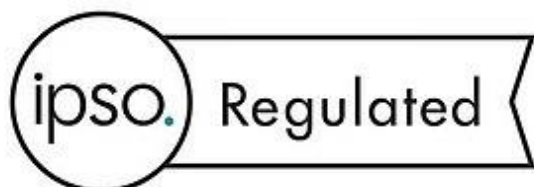
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Appendix 5 - 2018 seminar programme

The Editors' Code: How it's changed – and how IPSO interprets it.

The precise content of seminars varied according to the audience and topical issues in the news, but the outline remained broadly constant:

1. Introduction
 - Despite the misgivings of some, IPSO is working – even the Leader of the Opposition has used its services.
 - A revised Editors' Code came into force in January 2018. The most important change is that a headline must be supported by the text beneath.
 - Now that IPSO has been in operation for more than five years it is possible to see how it deals with problems as they emerge, and valuable lessons can be learned from studying its rulings.

2. Taking care with headlines and sub-decks
 - Great care must be taken with sub-decks, which often contain detail not given in the main headline. That detail must be supported by the text of the copy, which must be read carefully to ensure headlines and sub-decks are accurate.
 - This is particularly true if they appear on the front page – IPSO have shown themselves increasingly ready to rule that due prominence means errors on the front page must be remedied by corrections flagged on the front page.
 - Case histories – *Khan v Daily Mail*; *DHSS v Daily Mirror*
 - Pictures and online video can present similar problems if they are not carefully checked against headlines. Case history – *Dartington v Daily Mail*

3. The importance of rechecking stories followed from other publications
 - Even the most reputable publications make errors, so it is important when following stories first published elsewhere to go back and check any original sources that are quoted.
 - Case histories – *Versi v MailOnline*; *Sivier v MailOnline*

4. The dangers of rushing to publication
 - Complex stories about controversial subjects require careful checking and expert input, and extra care must be taken that all legal and scientific arguments are correctly understood.
 - Case histories – *Wass v The Mail on Sunday*; *Ward v The Mail on Sunday*; *Hill v The Mail on Sunday*.
 - Extra care must be taken when covering breaking stories from tweets and social media, particularly if using technology such as tweet decks, which may obscure time-stamps. Case history – *Various v MailOnline*.

- Subjects of stories must be given adequate time to respond to a request for comment – and if a request has been made by email it should be followed up by a telephone call to check it has been received. *Case history - Premier Inns v MailOnline.*
5. You cannot assume that because information has been published elsewhere the individual concerned does not retain a reasonable expectation of privacy.
 - As with accuracy, fresh checks must be made when following up an article or republishing a picture which may breach an individual's privacy.
 - If you believe an individual in a story needs to be anonymised care must be taken to ensure they are not still recognisable. *Case history – Ahmed v Daily Mail.*
 - However if the complainant has put similar material into the public domain themselves a complaint is unlikely to succeed. *Case history – Rooney v Daily Mail*
 - Nor is a complaint likely to succeed if the complainant is photographed in a place where photographers are known to be present. *Case history - Murray v Daily Mail*
 - But IPSO are likely to rule there is a reasonable expectation of privacy where a photographer takes pictures of someone in a private location, without their knowledge. *Case histories – Princess Beatrice of York v MailOnline; Prince Henry of Wales v MailOnline.*
 6. It is possible to identify a victim of a sex offence even if no story is ever published.
 - Care must be taken when seeking interviews not to identify to third parties individuals as having been involved in a case involving sexual offences, because it may then be obvious they were victims. *Case history – Warwickshire Police v Daily Mail.*
 7. Reporters must always identify themselves to a responsible executive when entering a hospital or similar institution, and subterfuge must never be employed unless the conditions of clause 10 (ii) have been fully met. *Case history – Jeary v Daily Mail.*
 8. Clause 9 – Reporting of Crime – is normally engaged when an innocent person is identified in story about a criminal relative. But it can also apply when a story about an innocent person names a relative who has been convicted of crime. *Case history – A Man v MailOnline.*

Appendix 6 – Training of Journalists

The Associated Newspapers editorial training scheme

The Associated Newspapers training scheme is the largest run by any national newspaper and has a formidable reputation throughout the industry for producing excellent, well-trained journalists.

In 2019 we took on 27 trainees - seven reporters, five sub-editors, three sports journalists, six online reporters for MailOnline in the UK and another six for DailyMail Australia. They included three Stephen Lawrence scholarship students.

This year we have already trained ten people for MailOnline and have interviewed more than 50 candidates for the September 2020 intake.

The selection process focuses on ensuring as much diversity as possible both in terms of ethnicity and social background. In some cases we have arranged bespoke training before trainees join the main scheme.

The Daily Mail currently has three Stephen Lawrence trainees on the 2019/20 scheme. All three are come from immigrant families who moved to the UK, are the first in their families to attend university, and are Muslim. There are also two previous Stephen Lawrence trainees with us, one of whom is now foreign editor.

The training is run by respected journalists led by Sue Ryan, a former managing editor of The Daily Telegraph, and Peter Sands, a former editor of The Northern Echo and editorial director of Northcliffe Newspapers.

The selection process is very robust. Most trainees have done a journalism master's degree, NCTJ or Press Association course so have basic skills in news writing, sub-editing, law, government, court reporting, shorthand and the Editors' Code.

The reporters are taught for two weeks under Peter Sands, and the sub-editors and online trainees for four weeks. It is an intensive course with a lot of red-penning of exercises and zero tolerance of mistakes. These are the topics covered in this year's basic training:

Reporting course

The course presumes attendees have already taken a qualification in journalism and had newsroom experience. It deals mainly with the tasks which will be required while working for our titles:

- a skills checklist (grammar, spelling, accuracy, attitude, structure, media law)
- intro writing and story structure
- the art of storytelling for the web
- tight writing and attention to detail
- professional standards (all UK trainees study the Editors' Code in detail and are given an electronic copy)
- media law (libel, privacy, copyright, bribery)
- covering a breaking story
- sources of stories
- story development
- the senior reporter's survival guide
- stories from the written word (agendas, reports, financial information)
- writing lighter stories/picture stories
- developing contacts
- writing a profile
- forward planning and working to the diary
- copy tasting, conference and putting together a newlist
- professional behaviour
- current affairs knowledge
- Mail style
- understanding the Mail audience

The focus of the course is on developing and writing stories. Trainees take live stories from the wire services and put them into Mail style, and have to source and write an exclusive for publication during the course. There are speakers from the newsroom - news, city, sport and production department heads, plus senior reporters and columnists.

Sub-editing course

- a skills checklist (grammar, spelling, accuracy, attitude, structure, media law)
- the art of the sub-editor
- a glossary of subbing terms
- the 70 most common errors in newspapers
- intro writing and story structure
- the art of storytelling
- tight writing and attention to detail
- professional standards (all UK trainees study the Editors' Code in detail and are given an electronic copy, trainees from the USA and Australia study the codes of practice that apply in their home countries)
- media law (libel, privacy, copyright, bribery)
- proofreading

- the subbing perils
- Mail style
- understanding the Mail audience
- Mail headline writing and practical headline exercises
- captions, subdecks, standfirsts, factfiles
- analysis of different newspaper styles
- Photoshop
- Adobe InDesign
- an introduction to typography
- handling pictures and graphics
- layout and design
- putting together a picture spread
- editing stories from different sources
- editing a live breaking story
- current affairs knowledge

After basic training all trainees undergo placements for between four and five months.

We used to send trainees to regional papers but the nature of their production means they no longer have proper sub-editing teams. So we send the subs to The Scottish Daily Mail, The Irish Daily Mail and Metro, where they will learn from professionals.

Reporters and online journalists go either to these papers or to big regionals such as The Manchester Evening News, Birmingham Mail and Liverpool Echo. Here they learn the skills of going on the road. They also spend around two months with a news agency.

Courses are tailored for the individual, but generally every trainee will have six months paid training before filing or subbing their first story to the Daily Mail, Mail on Sunday or MailOnline. And once they have joined their chosen paper or website they continue to be treated as trainee and are given mentors. Department heads take time to teach and encourage them.

More than 400 trainees have graduated from the scheme and many are now senior executives on our newspapers and websites – so trainees may well find themselves working for someone who not very long ago was a trainee themselves.

Sue Ryan

Peter Sands