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**MINUTES of the BOARD MEETING**  
**Held on Tuesday 23<sup>rd</sup> June 2020 at 10.30 a.m.**  
**Via Video Conference Call**

Present: Lord Edward Faulks (Chairman)  
Rick Hill  
Anne Lapping  
Matthew Lohn  
Ian MacGregor  
Charles McGhee  
Barry McIlheney  
Mehmuda Mian  
Ruth Sawtell  
Claire Singers  
Martin Trepte  
Charlie Wilson

Attending: Charlotte Dewar – Acting Chief Executive  
Vikki Julian – Communications Manager  
Michelle Kuhler – PA/minute taker  
Tonia Milton – System and Office Manager  
Lauren Sloan - Joint Head of Complaints

1. Welcome and Apologies

There were no apologies received.

2. Declarations of Interest

No declarations of interest were received.

3. Minutes of the Previous Meeting

The minutes of the previous meeting held on 7<sup>th</sup> April 2020 were approved with one amendment made for Item 11, to discuss reporting the Guidance on reporting on Islam and Muslims. It was agreed that this would be deferred to a later meeting.

#### 4. Matters Arising

There were no matters arising.

#### 5. Chairman's Report - oral

The Chairman gave an overview of the status of IPSO working from home. He had received correspondence from the Regulatory Funding Company in respect of the financial implications of the Covid-19 on the industry. In cooperation with the Acting Chief Executive he had determined that IPSO would put in place emergency measures to make savings of 20% on its projected budget for Q3 and Q4 s of 2020. This had been proposed to the Regulatory Funding Company, which had accepted the proposal. It had been agreed that this did not have not affect any other provisions agreed in the 2019 budget settlement, including its provisions for unforeseen contingencies. Spending reductions had already begun in preparation for the funding reduction.

The Chairman finished by informing the Board that both he and the Acting Chief Executive had held one-to-ones with all staff. Out of this came questions regarding the future and in particular the continued availability of flexible working in future.

#### 6. Acting Chief Executive's Report

The ACE introduced her report by noting that she had taken additional steps to ensure that the Board were fully informed with IPSO's operations over the preceding months.

She discussed her impressions of the one-to-ones she had had with staff. There was a widespread feeling that communications have never been better amongst the separate teams, but communications/interaction between the teams was more difficult. IPSO would be trialling using Slack to help improve this situation. She also noted the appetite amongst staff for working from home 1-3 days per week in the long term.

A Health and Safety audit was in in progress, which would include consideration of technical measures and guidance for staff on safe working.

Board recruitment was under way, and Board interviews would be held in mid-July.

There had been a significant transition within the complaints team, with the departure of Holly Pick, and Lauren Sloan becoming sole Head of Complaints, supported by Katrina Bell as Senior Complaints Officer.

The Board members expressed their thanks to the Acting Chief Executive for the excellent communication since the lockdown started.

In response to a question, the Acting Chief Executive confirmed that she would continue to have periodic one-to-ones with all staff.

**The Board noted the report.**

## 7. Appointments

The Chairman introduced this item. He asked for the Board's approval for Matthew Lohn to be appointed Chair of the Audit and Risk Committee and for Barry McIlheney to join the committee as a member.

**The Board confirmed their agreement of these appointments**

The Chairman asked the Board to consider reappointment of Sir Hayden Phillips as Chair of IPSO's Appointments Panel for a further three years.

**The Board members agreed to Sir Hayden Phillips remaining as the Chairman of IPSO Appointments Panel for a further year.**

The Chairman asked the Board to consider reappointment of four Complaints Committee members, Richard Best, Janette Harkess and Peter Wright, for one more year.

**The Board agreed to reappoint these Complaint Committee members for a further year.**

A discussion was held in relation to IPSO's approaches to recruiting, policies, and relevant provisions of its Articles of Association.

## 8. 2020 Budget

The Acting Chief Executive introduced this item. She briefly noted the areas of spending that had been reduced in order to accommodate the funding cuts that IPSO had agreed with the RFC. She noted that it was possible to make these changes without harming IPSO's operations because of the current climate, but they could not be maintained in the medium or long term without requiring major changes to IPSO's remit.

The ACE took questions from the Board.

**The Board noted the report.**

## 9. IPSO 2020-2021 Interim Strategy

The Chairman introduced this item. He gave the Board an overview of the report's content.

The Acting Chief Executive took questions and comments from the members of the Board.

The Board members discussed the contents of the report and agreed that independence was critical to its ability to achieve its goals and that the public should remain at the heart of IPSO's work.

**The Board noted the report and approved the interim strategy and performance report, subject to several amendments.**

## 10. 2019 Staff Survey

**All IPSO staff left the meeting for this item, with the exception of the Acting Chief Executive.**

## 11. Confidential Item

**All IPSO staff left the meeting for this item.**

12. Any other business

There was no other business.

13. Date of next meeting

The date of the next meeting was confirmed as being on Tuesday 28<sup>th</sup> July 2020.

Michelle Kuhler  
PA to Chairman and CEO