

**PRESS RECOGNITION PANEL**  
**Minutes of the 38<sup>th</sup> meeting of the Press Recognition Panel Board**  
**held on 28 August 2018 at Mappin House, 4 Winsley Street, London W1W 8HF**

**Present:** David Wolfe QC (Chair), Harry Cayton, Carolyn Regan, Harry Rich and Emma Gilpin Jacobs

**In attendance:** Susie Uppal (Chief Executive), Saima Ansari, Paul Nezandonyi, Cindy Butts (for the public session and part 1 of the strategy session) and Kathryn Cearns (part 1 of the strategy session)

**BOARD MEETING – PUBLIC SESSION**

**Welcome**

1. The Chair **welcomed** Members and attendees to the thirty eighth meeting of the Press Recognition Panel Board.

**Declaration of members' interests**

2. Emma Gilpin Jacobs will be working with The Economist as part of her role with the Pew Trusts in relation to 'The Evidence Initiative' which aims to shine a spotlight on the importance of evidence-based policy and decision-making across the globe.
3. The Chair confirmed that he was now on the management committee of Matrix and therefore also a director of Matrix Chambers Ltd.

**Minutes of the meeting held on 6 July 2018, outstanding actions and matters arising**

4. The draft minutes of the meeting held on 6 July 2018 were **noted** as factually correct and **agreed**, subject to a minor amendment.

**Chief Executive's report – August 2018 – Paper PRP74(18)**

5. The Board received a paper which provided an update on Executive activity since the July CEO report that had been circulated by email. The

Board **noted** the interim July CEO report and supporting Annexes.

6. The CEO provided an update to the recent letter that had been sent to the MoJ concerning the Department's decision to designate the PRP as within the 'Departmental Boundary'. The CEO explained that the MoJ had emailed on 13 August 2018 with an interim reply as stated at paragraph 5 of the CEO report. The subsequent reply received this morning clarified that the 'other government departments' referred to in the interim reply were DCMS and HM Treasury.
7. redacted
8. The Board noted that there were elements of the response that did not accurately reflect the PRP's position. The Board agreed that a meeting would be helpful to clarify any misunderstanding and to discuss the way forward.
9. The Board **noted** with thanks the contents of the Chief Executive's report.

#### **Finance report – July 2018 – Paper PRP75(18)**

10. The Board **noted** the latest financial position as at 31 July 2018 and reviewed the Management Accounts.

#### **Any other business and close of public session**

11. None raised. The Chair thanked Cindy Butts for joining the Board for the public session.

### **BOARD MEETING – CONFIDENTIAL SESSION**

#### **Minutes of the meeting held on 6 July 2018, outstanding actions and matters arising**

12. The confidential section of the draft Minutes were recorded as factually correct and agreed subject to a minor amendment.
13. Under matters arising, it was noted that a meeting had been arranged with the NAO on 19 September to discuss the recent audit and to improve and streamline the interaction for both the NAO and JS2 for the audit in the next financial year.

#### **Risk register review – Paper PRP76(18)**

14. The Board agreed the updated register as amended by the ARC and the

Executive.

15. The Board discussed the risks that would need to be captured following the strategic discussion later that morning. It was agreed that the recent correspondence received from the MoJ and the appointment of the Independent Member of the Nominations Committee should be reflected in the register too.
16. The Board agreed that the register, as updated by the Executive following the strategic session would be considered by the ARC at its next meeting in November prior to consideration by the Board at its next meeting in December.

**Any other business and close of confidential session**

17. The Chair noted that Board and ARC meeting dates had been agreed for 2019.

**Strategic Session – Session 1**

Board, Executive and Independent members for ARC and the Nominations Committee.

18. The Chair opened the session and explained that there would be two further sessions, one with the Board and CEO and a final session of the Board only.
19. The attendees considered and discussed the ethos and principles that the Board had agreed in their initial early Board meetings. The Board continued to perform their duties independently, fairly, openly, transparently and inclusively.
20. The Board agreed that the second section concerning the principles would be revisited and refreshed by the Board following the completion of the strategic sessions to ensure continued currency.
21. redacted
- 21.1 redacted
- 21.2 redacted
- 21.3 redacted
- 21.4 redacted

21.5 redacted

22. redacted

23. redacted

**Strategic Session – Session 2**

Board and CEO

24. redacted

25. redacted

26. redacted

27. redacted

28. redacted

29. redacted

**Strategic Session – Session 3**

Board only

30. redacted

**Date and time of next meeting**

The next scheduled meeting of the Board will take place at 10:00 on 30 October 2018 at Mappin House, 4 Winsley Street, London W1W 8HF.

Drafted: Saima Ansari  
Executive Administration Manager

Signed: David Wolfe QC  
Chair