

Internet Watch Foundation

BOARD MEETING

**9.00am - Tuesday 15 July 2014
Holiday Inn, Lakeview, Bridge Road,
Impington, Cambridge, CB24 9PH**

MINUTES

- Present:** Sir Richard Tilt (RT) (Chair)
Mary MacLeod (MM) (Independent Vice-Chair)
Jonathan Drori (JD)
Peter Neyroud (PN)
Sue Pillar (SP)
Jonny Shipp (JS) (Industry Vice-Chair)
Brian Webb (BW)
Andrew Yoward (AY)
- Apologies:** Catherine Crawford (CC)
Philip Geering (PG)
- IWF Staff:** Susie Hargreaves (SH) (CEO)
Fred Langford (FL) (Director of Global Operations - DGO)
Heidi Kempster (HK) (Director of Business Affairs - DBA)
Emma Hardy (EH) (Director of External Relations - DER)
Sandrine Harvey (SJH) (Minutes)

1. Welcome and Apologies

The meeting began at 9.00am.

There were apologies from Catherine Crawford and Philip Geering.

Declarations of Interest

There were no declaration of interest.

Appointments

Further to Lord Ken MacDonald's Human Rights Audit Report, the two following appointments were made:

Sir Mark Hedley has been appointed as Chief Inspector for the Hotline. Sir Mark Hedley will supervise the next audit Hotline, which will take place between July and December 2014.

Dr. Uta Kohl has been appointed as Co-optee Human Right Trustee for an 18-month period in the first instance. Dr. Uta Kohl will join the Board at the next meeting in September 2014.

Action: RT to write letters of appointments to Sir Mark Hedley and Dr. Uta Kohl.

2. Year-end management Accounts for IWF and IWL

IWF

Commentary

The year-end management accounts for IWF were approved further to the following amendments:

In the "Income and expenditure for 12 months to 31 March 2014", the sentence "Expenditure at year end was 2% better than expected" should be read as ""Expenditure at year end was 2% **less** than expected."

Action: HK to amend accordingly.

The Chair queried the reasons behind holding such an important sum on an instant access deposit account. The DBA is due to review the investment policy.

Action: HK to review the investment policy.

A Board member raised some concerns about the income from grant funding/campaign and the IWF International not meeting their targets. As there is no track record of grant campaign/funding, it is difficult to predict the outcomes. A similar discussion about took place at the audit committee in June 2014 and the committee reached the conclusion that the budget would need to be revised accordingly as the grants come in.

The Chair of the audit committee mentioned that the audit review will take place during the week starting 21 July instead of 14 July in order to accommodate with the office move.

Cashflow

It has been brought to the attention of the DBA that the cashflow assumptions should reflect those members with 90 day payment terms (90 days after the invoice has been issued).

Action: HK to adjust the wording of the cashflow assumptions accordingly.

IWL

The year-end management accounts for IWL were approved. It has been highlighted that these accounts were the last one active as IWL had been made dormant. No activities will be shown on the year-end management accounts, but will still be presented to the Board once a year.

3. Date of next meetings

09 September 2014 – Board meeting at CEOP, London. Please note that the meeting will end around 3pm after a presentation by Jonny Gwynne.

25 November 2014 – Board meeting/ AGM, IWF offices, Histon, Cambridge. The Board meeting will start at 10.00am followed by lunch at 1.00pm and the AGM at 2.00pm.

The meeting ended at 9.30am.