



**Minutes of Internet Watch Foundation Special Board Meeting  
Friday, 2 December 2005 at 10 a.m.**

At the offices of Baker and McKenzie, 100 New Bridge Street, London EC4V 6JA

**Present:** Roger Darlington (Chair), Christine Atkinson, Mark Gracey, Sonia Livingstone, Hamish MacLeod, Nick Truman, Jim Reynolds  
**IWF Staff:** Peter Robbins (Chief Executive), Brian Wegg  
**Apologies:** Michele Elliott, Tink Palmer, Ian Walden

**1. Apologies and introduction**

Roger Darlington opened the meeting, noted the apologies and explained that this was a special additional Board meeting where only two main items would be considered.

**2. To receive the recommendation from the Chair Appointment Panel**

On behalf of the Panel, Hamish MacLeod outlined the procedures leading up to the short listing and interviews and explained that following thorough interviews with each of the short listed candidates, the Panel is unanimous in recommending to the Board that Amanda Jordan OBE is offered the position of Chairman.

Chair proposed that, Amanda Jordan be offered a three year contract as Chair of IWF and in the event that Amanda is unwilling to accept the offer, the Panel's reserve choice be offered the position.

Board unanimously supported the proposal.

Board carried out a brief review discussion of the recruitment process, noting the effectiveness of the consultancy company and their favourable comments on the preparation and documentation provided by IWF.

Chair asked that Board's thanks to the Panel members and to the staff involved in the process be recorded in the minutes.

**3. AOB**

Chair asked Board to consider a further item which had been notified.

The executive had been informed that an announcement would be made by the Charity Commission on Monday 5 December that IWF's application to become a registered charity had been approved. The announcement triggers a number of actions in order to complete the conversion to a registered charity and means that Board needs to approve the revised accounts for 2004/5 presented in accordance with the accounting and reporting procedures for a charity.

It was explained that the financial statements include all the figures approved by the Directors of IW Ltd and received and noted by the owners of the company, the IWF Board, but now presented in a different form. These were group consolidated accounts for the charity, combining IW Ltd accounts and IWF accounts, a company which had previously been dormant. If at some time in the future IW Ltd carried out any trading on behalf of the charity its accounts would need to be presented separately.

In answer to a question, the executive asked Board to note that that the figures for 2003/4 were shown as a comparative. Although our application for registered status dated from December 2004, figures were available for the previous financial year enabling a direct comparison and where this was possible it is a legal requirement to publish those figures.



The executive confirmed that once approved, the Company Secretary would normally sign the Trustees' report and a Director would sign the balance sheet.

Board unanimously approved the Consolidated Financial Statements for Internet Watch Foundation for the year ending 31 March 2005.

There was no further business.

Meeting closed at 11.05 a.m.