



INTERNET WATCH FOUNDATION BOARD MEETING

10.00am Tuesday 28 May 2013
Room 12, NCVO, Regent's Wharf, 8 All Saints Street, London N1 9RL

MINUTES

- Present:** Sir Richard Tilt (RT) (Chair)
Dr. Suzy Walton (SW) (Independent Vice-Chair)
Jonny Shipp (JS) (Industry Vice-Chair)
Naomi Cohen (NC)
Philip Geering (PG)
Mary MacLeod (MM)
Peter Neyroud (PN)
Brian Webb (BW)
Andrew Yoward (AY)
- Apologies:** Sir Rodney Brooke (RB)
- IWF Staff:** Susie Hargreaves (SH) (CEO)
Fred Langford (FL) (Director of Global Operations)
Emma Lowther (EL) (Director of External Relationships)
- Minute Taker: Sandrine Harvey

IWF Board Closed session

There was a closed session of the IWF Board from 10.00am to 10.30am.

1. (a) Welcome and Apologies

The meeting began at 10.30am.

There were apologies from Sir Rodney Brooke.

(b) Declarations of Interest

There were no declarations of interest.

2. (a) Minutes of the last meeting

The Board approved the minutes of the meeting held on 26 February 2013.

3. Actions arising

Action: *SJH to report Item 3 lead by SH/PN as no longer required.*

Item 8 from 26 February 2013 is still on-going. The small group is formed of PG & the Director of External Communications.

Action: *PG & the Director of External Communications will discuss the results further and feedback as soon as possible.*

4. Election of Vice-Chair

The term of the current Vice-Chair is ending at the end of August 2013. Mary MacLeod has been nominated as candidate proposed by Jonny Shipp and seconded by Richard Tilt. **This was unanimously approved by the Board.**

5. Funding Council Report 14 May 2013

Facebook and the Use of CAIC List for Monitoring

The use of the list is still an on-going discussion

Interdependencies

The Members are voting on the interdependencies' issue and the result will be known at the next Board meeting.

Charity Status Working Group

The Working Group's recommendations have been **accepted** by the Funding Council.

IWF Reports

Questions have been addressed by the Funding Council to the CEO and will be addressed in the next CEO report.

Action: SH to answer the Funding Council questions in the next paper on 13 August 2013.

6. Updated 2013/2014 Budget

This paper will be revised at the next Board Meeting on 16 July 2013.

1. Background

In the first paragraph, the following corrections were made:

"...for the period April 2014 – March 2015" should be read as "... for the period **April 2013 – March 2014**" "...and includes a number of omissions," should be read as "...and includes a number of **updates**".

2. Summary of changes to approved budget

The Board were concerned about number of changes and asked for an explanation. Three reasons:

- New items such as the Human Rights Audit, authorized by the Board,
- Changes in schedule of EU payment
- Under budgeted items from the Secretariat department prepared by previous DCEO.

CEO took responsibility for any changes but felt that they needed to be brought to attention of Board as would increase agreed deficit by additional £66k to £ (207k) on the year.

Some concerns were expressed by the Board on the sustainability of the organisation in the future. The Board also needs to be reassured that the budget is fixed and will be kept to in the future. The intention is to create a budget which allows the executive some flexibility of movement within budget headings but within an overall agreed bottom line.

At current rate organisation would reach agreed levels of reserves within 2013/2014 and would need to present balanced budget by March 2014.

Particular concern was expressed around future of EU grant (representing 20%) of turnover and gap between current operating costs and annual income (approx. £200k). There is also an income target of £100k for new sources – fundraising/international.

Board asked for a financial update on international activities. FL responded that countries take the OCSARP would pay after. There was also an option to pay through a new international membership fee which would be discussed as part of the membership review. International activities were starting to generate some funds: for example we had quoted £15k to Mauritius to carry out the initial assessment which would generate a £5k contribution after costs.

SH raised the importance of the membership fee review which would be the most obvious way to address long term sustainability. JS commented that consultation with the membership would be important.

It was mentioned that RB had commented that all the adjustments were comprehensible.

It was also noted that on the arrival of the new CEO, the quality of the management accounts and financial reporting had considerably improved.

Action: SH will revise the budget and suggest various options to reduce the deficit at the next Board meeting on 16 July 2013.

Board will work to support CEO and new DBA to create a sustainable financial model

7. Chair's Report

The Director of External Relations and her team were congratulated by the Chair for their excellent work and efficiency in organising the BT Tower and Annual Report events.

Brian Webb arrived at this point.

The Chair reported that the Resolution regarding the Charity Working Group had been **accepted** by the Funding Council. The Protocol suggested by Anne-Marie Piper had been well received; copies were passed to the Board members as it had been omitted to be included in the Board papers. The Board agreed to endorse the protocol.

The Human Rights Audit will be led by Lord Ken Macdonald, who will visit the office on 4 June 2013 to start his preliminary research and he will present his initial report at the away day dinner on Monday 15 July.

8. CEO Report

2. Strategic developments

2.1 The Hotline Inspection

It has been requested to check that the Hotline team is aware that a Human Right Audit is also taking place to avoid overlap.

Action: *FL to inform the Hotline team of the Human Rights Audit.*

6. Key Membership update

6.1 New Member

It was questioned why Huawei was an associate and not full Member.

Action: *RH to check for the next Board meeting in July.*

MM requested an update on UKCCIS.

The CEO explained that she was still a member of the UKCCIS Board. The key areas under discussion at the moment were public Wi-Fi and age verification. The meetings were particularly useful to network.

SW asked how the CEO was balancing the international travel with managing the UK operation. SH responded that overall it was fine, although the speaking engagement in Brazil was not a very good use of her time, so engagements will be chosen carefully in the future to ensure they met with overall objectives. SH and RT met regularly and agreed the international travel schedule.

8.1 International Report

2. OSCARP

The Director of Global Operations reassured the Board that reports would be assessed according to UK law and if there is any criminal content, it will be passed on to the relevant law enforcement in the country. He, then, listed a number of countries.

In the long term, the Board would like the organisation to be recognised as the international standard for Hotlines, which could also attract new partnership.

8.2 EU Strategy

4. Recommendation

The CEO explained the term of "Think Tank" as it was unclear.

8.3 EU Grant

2. Future of the EU Safer Internet funding

At the time of the Board meeting, a decision had not been made about the future of the EU grant. PN thought it would go in the long term but in the short term we needed to address our partnerships with:

- The strongest countries
- The weakest/developing countries

The Board felt that the paper on the EU Grant did not address the most likely scenario which was that there would be less money which would not be spread out evenly. If this was the case, it was crucial that the IWF makes a strong case to receive its share.

JS has offered for Telefonica to host a meeting in Brussels for the main hotlines. SH and FL were keen to stress that IWF is working hard with officials and MEPs to raise awareness and was mindful of the complex political sensitivities involved.

***Action:** SH/FL to re- look at all possible scenarios regarding the EU grant and represent to the Board with an appropriate action plan and a clear understanding go to the threats and risks of said scenarios .*

***Action:** FL will attend the next Funding Council meeting to engage with the Members to support the idea of developing a "Think Tank".*

9. Communications Report

6. IWF logo project

No further update. The designer has been briefed and both options evolutionary and revolutionary will be considered. JS will take over NC in the working group for the logo.

***Action:** EL to update JS on the logo projects' status.*

7. IWF animation

A number of meetings have been organised to promote the animated film.

***Action:** EL to explore all options.*

The Board asked if we were doing all we could to raise awareness of the IWF and were satisfied that given existing resources, everything is done in that respect.

***Action:** EL to send email to the Board about the coverage in the Sunday Mirror on 7 June.*

10. Technical Report

The Board noted a very good report.

3. IWF Policies

3.1 Splash Page update

RT was concerned that FC members were reluctant to introduce Splash Pages.

Action: *FL to produce a report to explaining the reasons behind the issue of the splash pages.*

7. Staff

The Board would like to be reassured that it is in the Staff Handbook that the Hotline is aware of the whistleblowing policy and they can address themselves to the Board.

Action: *Heidi Kempster (Director of Business Affairs) to check the Staff handbook.*

11. Peer to Peer Report

The Chair congratulated on the quality of the report.

The Board agreed that a "green paper" should be prepared to expose the issues, and then sent to the Funding Council for their comments.

Action: *FL to write a "green paper" as soon as possible.*

Action: *The Board to agree the draft before sending it to the Funding Council.*

12. Public Reporting and Proactive Reports

The author's recommendations were **accepted**.

The Chair congratulated FL on the very good quality of the report.

The increase in costs for processing could be sustained for a short time by the reserves.

The need for a MoU with ACPO might not be necessary.

Action: *FL will check the necessity of a MoU with ACPO and will contact Alex Marshall - CEO of the Policing College and Chair of the Professional Practice Committee.*

3. Options

3.1 Flexible/hybrid approach

The item 3.1.2 could be a risk and should be taken into account.

13. Project with SWgFL and Plymouth University and ITUSage project

2.4 The author's recommendation has been **approved** by the Board.

Action: *FL to write to the Home Office and CEOP to indicate withdrawal of any use for the IWF URL list for monitoring as part of the ITUsage project until a full*

evaluation of the project has been completed and the Funding Council working group has concluded.

3.3 The author's recommendation has been **approved** by the Board. The Members should be offered the opportunity to become industrial partners to industrialise the hardware of the ICAAlert project with Plymouth University.

Action: *FL to continue the ICAAlert project and await a response from the letter regarding the ITUsage project.*

14.Salaries Briefing paper

The pros and cons of implementing PRP or 4-point scale have been discussed.

It was agreed that the CEO's post would also be benchmarked with a view to being put on a scale basis in future.

Action: *The Executive to produce costed options and the implementation plan to be presented to the working group to look at and will be presented to the Board at the next meeting in November 2013.*

15.Membership Discussion Paper

The paper has been remitted to the July away day Board meeting. The Chair asked Trustees to mail him with any further information to the paper.

16.Newsgroup policy

This was noted and accepted by the Board.

17.AOB

The issue of publishing the license agreement was discussed and will be revisited at the next Board meeting.

Action: *SH to investigate possible risks and report back to Board*

Item 7 - The Protocol accepted by the Funding Council was also **approved** by the Board.

18.Date of Next Meeting

The next meeting will be the away day on Monday 15 July and Tuesday 16 July 2013 at the Felix Hotel, Huntingdon Road, Cambridge.

The Board is asked to be at the venue at 6pm. It will start at 6.30pm with some drinks and dinner at 7.30pm. Lord Macdonald will be the guest speaker.

On Tuesday 16 July, Chris Ratcliff from Portland TV will be presenting on why the IWF should engage with the adult industry. The meeting will finish at 3pm.

The meeting ended at 1.05pm.