



## **INTERNET WATCH FOUNDATION BOARD MEETING**

**10.15am – Tuesday 30<sup>th</sup> March 2010  
At Yahoo!, 5th Floor, 125 Shaftesbury Avenue, London**

### **MINUTES**

**Present:** Stephen Locke (Independent Vice-chair and acting Chair)  
Emma Ascroft (Industry Vice-chair)  
Rodney Brooke  
Alisdair Gillespie  
Mark Gracey  
Hamish MacLeod  
Suzy Walton (joined the meeting at 10.20 am)

**IWF Staff:** Peter Robbins (CEO) ("PR")  
Helen Redman ("HR")

**Apologies:** Eve Salomon, Naomi Cohen and Mary MacLeod

### **1. Welcome and Apologies**

- 1.1. Apologies were received from Eve Salomon, Naomi Cohen and Mary MacLeod.
- 1.2. Mark Gracey declared an interest in one of the matters to be discussed as AOB.
- 1.3. Suzy Walton joined the meeting at 10.20am.

### **2. Minutes of the last meeting**

The Board approved the minutes of the last Board meeting held on 9<sup>th</sup> February 2010 subject to minor amendment.

#### **Action 1**

***The minutes of the February Board meeting are to be amended by HR.***

### **3. Matters arising - including action summary**

- 3.1.1. Action 4:- PR confirmed that the CPS has not yet replied to the IWF.
- 3.1.2. Action 20:- The text regarding the role of the Senior Independent Director (SID), and Standing Order 4 were approved, subject to minor amendment.
- 3.1.3. Action 22:- PR provided further information to the Board about the company selected to supply the RMS3 database.



3.1.4. Action 26:- The plans for a dinner with key parliamentarians were noted by the Board, and the Board asked that Sarah Robertson arrange this for October 2010.

**Action 2**

***PR is to continue his discussions with the CPS in respect of independent verification of the CAIC list.***

**Action 3**

***Action 18 of the Action Summary is to be amended by HR.***

**Action 4**

***The Executive is to ensure that all appropriate steps to mitigate the risk in purchasing RMS3 are taken.***

**Action 5**

***Sarah Robertson is to arrange the dinner with key parliamentarians for October 2010.***

**Action 6**

***HR is to arrange for the text regarding the role of the Senior Independent Director (SID), and Standing Order 4 to be updated.***

**4. Content Assessment**

4.1. Item 4(a) Covering Report

This was noted by the Board.

4.2. Item 4(b) Appeals against Content Assessment Procedure

The Board asked that the paper be revised.

**Action 7**

***The paper is to be amended by PR.***

4.3. Item 4(c) Complaints processes and procedures

4.3.1. It was agreed that the paper should be revised.

4.3.2. The Board asked PR to consider use of a knowledge management database.

4.3.3. The Board will delegate authority to a sub-committee established pursuant to paragraph 3.8.

**Action 8**

***The paper is to be amended by PR.***

**Action 9**



***PR is to consider use of a knowledge management database.***

**Action 10**

***To be included as an item for decision on the June Board agenda.***

4.4. Item 4(d)

This was noted by the Board.

**5. The scoping group's report setting out its recommendations regarding transparency of blocking**

It was agreed by the Board that, with the agreement of the Funding Council, general guidance about splash pages should be produced by the IWF's Executive. Mark Gracey will discuss the matter with the Funding Council, and a scoping group meeting will then be held. Mark Gracey will revise the report and then bring it back to the Board with the Funding Council's comments.

**Action 11**

***Subject to the agreement of the Funding Council, general guidance about splash pages is to be produced by the IWF's Executive.***

**Action 12**

***A further scoping group meeting is to be held following the next Funding Council meeting.***

**Action 13**

***The report is to be revised by Mark Gracey.***

**6. Simultaneous Alerts / International Membership of the IWF**

PR expressed his thanks to Stephanie Ayres for her work with the Funding Council on this issue. The paper is to be submitted to the Funding Council as an information item.

**Action 14**

***PR is to revise the paper which will then be submitted to the Funding Council as an information item.***

**7. Chair's report**

7.1. Item 10 (a) Executive Committee

The notes of the Board Executive Committee meeting held on Friday 12<sup>th</sup> March 2010 were noted by the Board.

7.2. Item 10(b) Committee Membership

PR and Eve Salomon recently met the CEO of Virgin Media.

7.3. Item 10(c) Meetings past and future

PR advised the Board that the new Director of Policy and Performance and Deputy CEO, Deborah McGovern, would be devising the new strategic plan.



## **8. CEO's Report**

This was noted by the Board.

## **9. Audit Committee report**

The Audit Committee had been provided with a copy of the revised risk register, and it asked the Executive to make further revisions to it. The Board would review the risk register at its October Board meeting.

### **Action 15**

***The Executive is to revise the Risk Register as requested by the Audit Committee.***

## **10. Funding Council Update**

10.1. Hamish MacLeod gave an oral update in respect of the Funding Council's review of its consultation process. The Board offered the Funding Council assistance, if needed.

10.2. It was noted that Fred Langford would meet with some Funding Council members to discuss options as to how blocking might work.

10.3. There will be a Funding Council election at the end of April 2010 to elect a new industry representative to the Board to succeed Hamish.

10.4. The self-certification pilot is coming to the end of its trial period. Participants are to file certificates in April. Fred Langford and Mark Gracey will produce a report for the next Board meeting.

### **Action 16**

***Mark Gracey and Fred Langford will discuss issues from the self-certification pilot and they will report back to the Board.***

## **11. Financial Update**

11.1. Item 11(a) Management Accounts to February 2010

The management accounts were noted.

11.2. Item 11(b) Balance Sheet to February 2010

The balance sheet was noted.

### **Action 17**

***The Executive was authorised by the Board to invest part of the £350,000.***

## **12. Membership Update**



This was noted by the Board.

### **13. Hotline Operational Report**

This was noted by the Board.

### **14. A briefing: Optimising the IWF's website for search engines (information item)**

This was noted by the Board.

### **15.AOB**

15.1. The Board discussed the letter of 22 March to PR from John Carr, on behalf of the Children's Charities Coalition on Internet Safety (CHIS). The acting Chair confirmed that he was happy for Mark Gracey to remain present during the discussion. PR will respond to John Carr.

15.2. The acting Chair noted that Suzy Walton's and Rodney Brooke's terms of office would come to an end on 31<sup>st</sup> August 2010, but that both Suzy and Rodney had been invited to remain as trustees for a second term of three years. Both Members had accepted such appointments.

15.3. It was noted that this was Hamish MacLeod's last Board meeting for the IWF. The acting Chair asked that the Board's thanks be recorded in respect of Hamish's services.

### **Action 18**

***PR is to respond to John Carr.***

### **16. Date of next meeting**

The date of the next Board Meeting is Tuesday 8<sup>th</sup> June 2010 at 10am.

The meeting ended at 1.25pm.