

Role Description for members of the Complaints Committee

Background

The Independent Press Standards Organisation's purpose is to uphold the highest editorial standards to protect the public and freedom of expression. It acts to monitor, maintain and where necessary improve the standards of the press, following the principles set out in the Editors' Code of Practice. The complaints function plays an essential part in IPSO's work by identifying and requiring remedial action for breaches of the Code.

The Complaints Committee determines whether the Code has been breached in individual cases that have been investigated by IPSO's Executive staff and makes requirements of remedial action in appropriate cases. The Committee applies the standards set out in the Editors' Code of Practice in individual cases, through which work it helps set the standards IPSO expects of the publishers it regulates.

Functions and operation of the IPSO Complaints Committee

Committee members' primary roles are to consider and issue rulings on complaints that have been investigated by IPSO's Executive staff, and to make procedural decisions about the handling of complaints where necessary. All members of the Committee are expected to participate actively in the consideration of complaints, including those circulated weekly on the papers, and to attend Committee meetings, unless prevented by unavoidable circumstances. To encourage a free and open discussion, Committee members are strongly encouraged to attend meetings in person, but hybrid options are available when required.

As well as issuing judgements on how the Code applies in individual cases, the Committee feeds into the process by which IPSO produces and disseminates guidance on editorial standards issues. The Committee's membership is represented on IPSO's Liaison Committee, which advises on IPSO's broader standards-raising work.

Committee members receive weekly papers and have seven days in which to provide comments in response, which are then circulated to other Committee members with a response by the Executive. The Committee also considers complaints at approximately 10 meetings per year, held at IPSO's offices in Farringdon, London.

Composition of the Committee

The Committee is chaired by IPSO's Chairman, Lord Faulks, and consists of 12 members: seven lay members (including the Chairman) and five editorial members. The editorial members may not be currently serving editors, but must have recent senior editorial experience.

Term of office

Members of the Complaints Committee will be appointed for terms of three years, renewable once.

Remuneration and expenses

Committee members are paid £1,225 per month for their services plus reasonable expenses.

Equal opportunities

IPSO is committed to the promotion of equal opportunities within the organisation through the way we manage the organisation and provide services to the community.

We want to create a culture which recognises, values, and respects that people are different. We believe that representing the diversity of the society in which we work is fundamental to our goals of protecting people and promoting freedom of expression.

We are committed to promoting a fair and inclusive workplace where all our people can flourish and reach their full potential. We know diverse teams allow for a more creative and productive environment and we strongly encourage applications from a wide range of people regardless of disability, ethnicity or sexual orientation, age, gender/sex, gender identity or expression, religion, belief, or social background.