

Reference: 1-312801662

11 January 2016

Jenny Borritt
Information Requests

information.requests@ofcom.org.uk

Freedom of Information: Right to know request

Thank you for your request for information regarding the declared interests of Members of the Ofcom Board and Content Board. Your request was received on 21 December 2015 and we have considered it under the terms of the Freedom of Information Act 2000 (the Act).

In your email, addressed to Graham Howell, Secretary to the Corporation, you referred to the Communications Act 2002 and requested the following:

"...all resolutions in Ofcom minutes (main board and the Content Board) for persons with declared interests taking part in discussions or decisions as required by the said paragraph 17 (3) (a)/ (b) for the last 6 months of published minutes."

We regularly publish minutes and these can be found simply by typing 'minutes' into the search box at the top right of the Ofcom website: <http://www.ofcom.org.uk/>

However, for ease of reference, links to the pages containing the minutes of the Board and Content Board meetings respectively, are below:

- <http://www.ofcom.org.uk/about/how-ofcom-is-run/ofcom-board/minutes-notes/>
- <http://www.ofcom.org.uk/about/how-ofcom-is-run/content-board/minutes-and-notes-of-content-board-meetings/>

Board Meetings

The last published full minutes are for May 2015. We have checked those minutes and back to December 2014 and there were no declarations made.

We publish summary notes of the Ofcom Board meetings a month after the meeting takes place and then the full minutes (minus any redactions deemed necessary) six months after the meeting took place.

For information, the July 2015 summary note says that *"A number of changes to Members' interests were noted"*. When the full minutes are published they will reveal more detail, as follows:

*“**Sheila Noakes**: The Board noted that Sheila Noakes had been appointed to serve on the House of Lords EU Internal Markets Committee. She would recuse herself from any discussion the Committee might have of the Digital Single Economy.”*

*“**Patricia Hodgson**: The Board noted that Patricia Hodgson had been asked to serve on a Commission to review the Freedom of Information Act 2000. During the period of this appointment she would recuse herself from any issues of policy or substantive decision relating to Freedom of Information which might arise at Ofcom. Any such issues would be considered by the Deputy Chairman.”*

Neither topic has come to the Board since these declarations were made in July.

I can confirm that the meetings were held in compliance with the Communications Act 2002.

Content Board Meetings

Regarding the Content Board and Members’ declarations, we have published minutes for meetings up to and including 14 April 2015. The minutes state where interests were declared; Members excused themselves from discussions on those topics.

Meetings have also taken place on 2 June 2015, 22 September 2015 and 3 November 2015 when there were no declarations made in those meetings.

I can confirm that the meetings were held in compliance with the Communications Act 2002.

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

Jenny Borritt

If you are unhappy with the response or level of service you have received in relation to your request from Ofcom, you may ask for an internal review. If you ask us for an internal review of our decision, it will be treated as a formal complaint and will be subject to an independent review within Ofcom. We will acknowledge the complaint and inform you of the date by which you might expect to be told the outcome.

The following outcomes are possible:

- the original decision is upheld; or
- the original decision is reversed or modified.

Timing

If you wish to exercise your right to an internal review **you should contact us within two months of the date of this letter**. There is no statutory deadline for undertaking internal reviews and it will depend upon the complexity of the case. However, we aim to conclude all such reviews within 20 working days, and up to 40 working days in exceptional cases. We will keep you informed of the progress of any such review. If you wish to request an internal review, you should contact:

Graham Howell
The Secretary to the Corporation
Ofcom
Riverside House
2a Southwark Bridge Road
London SE1 9HA

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF