



Press Recognition Panel
Mappin House
4 Winsley Street
London W1W 8HF

1 December 2022

Kavalneer Walia
Chief Executive, Civil Service Commission
1 Horse Guards Road
London
SW1A 2 HQ

By email only

Dear Kavalneer

Press Recognition Panel (PRP) Board Member Recruitment

Further to my letter of the 5 September 2022 I am writing to confirm that the PRPs recruitment process for the search and selection of one Board member has now concluded and one candidate has been selected for appointment.

The purpose of this letter is to seek your assurance, in accordance with Article 4.2 of the Royal Charter on Self-Regulation of the Press, that the process followed in the selection of the member was fair, open and merit based.

A robust and clear recruitment process was established and as previously advised PRP prepared a recruitment pack which was agreed by the full Board. The vacancy was advertised on the PRP website, through social media channels and a wide range of websites to ensure a diverse reach. The advert ran from 12 September to 28 October 2022. Applicants were asked to submit a detailed CV, covering letter explaining post suitability and to complete a diversity monitoring questionnaire. The responses to the questionnaire were anonymised.

The Nominations Committee throughout the process consisted of the Chair, Gerard Lemos and Board member Kathryn Cearns. The Nominations Committee Independent member, Julia Ferguson was also in attendance in an advisory capacity.

The committee were provided with a pack containing all the applications received, the anonymised diversity data and a draft set of questions to consider.

The committee met to discuss the applications on the 11 November 2022 and conducted a shortlisting exercise. Four candidates were selected for interview. No conflicts of interest were declared.

The panel also agreed a set of questions based on the essential and desirable criteria set out in the application pack and the domestics for the interviews.

The interviews were held on the 21 November 2022 at Mappin House, London, the offices of PRP.

The committee were provided with the applications for the shortlisted candidates, a form setting out the agreed questions to be asked along with the information contained in the application pack including person specification.

As required by Article 7 of the Charter, the responsibility for selecting and making the appointment lies with the serving Members of the Board. The Board discussed and agreed to invite Mark Williams to be a Member of the Board subject to receiving satisfactory references for Mr Williams and the Board receiving your confirmation under 4.2 of the Royal Charter on Self-Regulation of the Press, that the process followed in the selection of the member was fair, open and merit based.

The Board paper and discussion concerning the final candidates remains confidential, however the published minutes of the Board meeting will include the Boards decision.

I trust that the above provides sufficient detail to enable a satisfactory consideration of the recruitment process. Please do let me know if further supporting paperwork or conversation would be helpful.

My letter and your response will be published on the PRP website in accordance with our policy on openness and transparency. I look forward to your early response.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Susie Uppal', with a horizontal line and a small flourish at the end.

Susie Uppal
Chief Executive, Press Recognition Panel