Meeting of the BBC Remuneration Committee

SUMMARY MINUTES

Tuesday 22 February, 2018
Room 04 A M5, New Broadcasting House, London

ITEMS OF BUSINESS

1. Minutes from 29 January Remuneration Committee
2. Quarterly management report
3. BBC Studios incentives update
4. Annual reporting
   a) Draft Remuneration report for Annual Report and Accounts
   b) 2017/18 Disclosure plan
5. Executive Committee pay update
6. For noting:
   a) BBC Worldwide Gender Pay Gap report
7. AOB
ATTENDANCE

Members:
- Steve Morrison  Non-executive director (Chair)
- Tanni Grey Thompson  Non-executive director
- Nicholas Serota  Non-executive director

Board members present:
- David Clementi  Chairman
- Tony Hall  Director-General
- Anne Bulford  Deputy Director-General

With:
- Gillian Taylor  HR Director, Reward
- Phil Harrold  Company Secretary
- Chris Sandford  Director-General's Office (secretary)
- Tim Davie  CEO, BBC Studios (for item 3)
- Jabbar Sardar  HR Director, BBC Studios (for item 3)
- Gautam Rangarajan  Director, Strategy (for item 4)

APOLOGIES
- Valerie Hughes-D'Aeth  Director, HR
1. Minutes from 29 January Remuneration Committee

1.1 The minutes were approved.

2. Quarterly management report

2.1 The Committee noted the main areas of focus highlighted in the management report. These included the ongoing work to map staff into pay ranges, which was now focused on on-air employees, with only a small number of groups still to be mapped. Projects looking at progression for women and BAME staff were being launched and there was also a need to look at the training offer for managers across the BBC. The latest headcount and paybill data for senior managers were noted. It was also noted that work to address issues raised by changes to IR35 was continuing.

2.2 An update was provided on the handling of pay cases raised by members of staff. A case management and triage process was in place to deal with these, handling and logging cases based on the specific issues raised. The Committee discussed proposals to make changes to the grievance process.

2.3 The Committee noted the report and also recognised the significant amount of management effort being put in to the current activity.

3. BBC Studios incentives update

3.1 The Committee discussed updated proposals for the BBC Studios incentive schemes in 2018/19, as requested at the previous meeting. The proposals aimed to: streamline the numbers of individuals on the scheme; harmonise the systems across staff from the two organisations being brought together; and ensure comparability with staff in the public service.

3.2 The Committee asked that a revised final proposal be developed based on the issues raised in conversation, to be discussed and approved by the Chair, Director-General and Deputy Director-General before the end of March.
4. Annual reporting
   a) Draft Remuneration report for Annual Report and Accounts

   4.1 The Committee noted a draft structure for the Remuneration report in the 2017/18 Annual Report and Accounts. A full draft would return to the next meeting of the Committee and the Chair was working up a draft statement for future discussion.

   b) 2017/18 Disclosure plan

   4.2 The Committee discussed the proposals for disclosure of pay over £150k as part of the 2017/18 Annual Report and Accounts. The Committee had previously discussed the need to provide greater context alongside the disclosure and a number of options for this were being considered, including specific information on the programmes an individual had worked on in the year. The Committee would have a further session on this issue before Easter, when initial high-level data would be available.

5. Executive Committee pay update

   5.1 The next paper set out a number of proposals for changes to Executive Director pay, as requested by the Committee at the January meeting. All of the proposals were approved as proposed.

6. For noting – BBC Worldwide Gender Pay Gap reporting

   6.1 The Committee noted the Worldwide gender pay gap report and associated documents, which would be published in March 2018.

7. AOB

   7.1 There were no items of other business.