## MINUTES OF THE BBC TRUST MEETING

**Held on Thursday 26 September 2013**  
**at the BBC Trust offices, Great Portland Street, London**

### Present:
- Lord Patten  
  - Chairman  
- Diane Coyle  
  - Vice Chairman  
- Richard Ayre  
  - Trust member  
- Alison Hastings  
  - Trust member for England  
- David Liddiment  
  - Trust member  
- Aideen McGinley  
  - Trust member for Northern Ireland  
- Elan Closs Stephens  
  - Trust member for Wales  
- Suzanna Taverne  
  - Trust member  
- Lord Williams  
  - Trust member  

### Apologies:
- Sonita Alleyne  
  - Trust member  
- Anthony Fry  
  - Trust member  
- Bill Matthews  
  - Trust member for Scotland  

### In attendance from the Trust Unit:
- Nicholas Kroll  
  - Director, BBC Trust  
- Alex Towers  
  - Deputy Director  
- Phil Harrold  
  - Head of Governance  
- Fran O’Brien  
  - Head of Editorial Standards  
- Mark Devane  
  - Head of Communications  
- Kate Atkins  
  - Chief Adviser, Governance  
- Jon Cowdock  
  - Head of Business Strategy  
- Alison Gold  
  - Head of Public Services Strategy  
- Georgina Hodges  
  - Chief Research and Audiences Adviser  
- Gareth Tuck  
  - Chief Financial Adviser
From the Executive:

Items 104 – 107  Tony Hall  Director-General
Items 104 – 107  Anne Bulford  Managing Director, Finance and Operations
Items 104 – 107  James Purnell  Director, Strategy and Digital
Items 104 – 107  Jessica Cecil  Chief of Staff, Director-General’s office
Items 104.3  Adrian Van-Klaveren  Controller, Great War Centenary
Items 107  Danny Cohen  Director, Television
Items 107  James Harding  Director, News
Items 107  Gautam Rangarajan  Acting Director, Strategy

Apologies:  Fiona Reynolds  Senior Independent Director
<table>
<thead>
<tr>
<th>AGENDA</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
</tr>
<tr>
<td>101</td>
</tr>
<tr>
<td>102</td>
</tr>
<tr>
<td>103</td>
</tr>
<tr>
<td>104</td>
</tr>
<tr>
<td>105</td>
</tr>
<tr>
<td>106</td>
</tr>
<tr>
<td>107</td>
</tr>
<tr>
<td>108</td>
</tr>
<tr>
<td>109</td>
</tr>
<tr>
<td>110</td>
</tr>
</tbody>
</table>
100 MINUTES AND MATTERS ARISING

100.1 The Trust approved the minutes of the meetings held on 18 July and 2, 6 and 11 September 2013 as an accurate record of proceedings. The Trust approved the publication of the minutes with no redactions.

100.2 The Trust noted the matters arising from previous meetings.

101 COMMITTEES AND NATIONS REPORTS

101.1 The Chairman of the Strategy and Approvals Committee said the committee had received a presentation from the Executive on its free-to-air strategy which covered YouView and Freeview.

101.2 The Chairman of the Audiences and Performance Committee noted the publication earlier that week of the Trust’s review of BBC Children’s services.

101.3 The Head of Public Services Strategy briefed Trust members on the performance of BBC services in the first quarter of 2013-14.

101.4 The Trust members for England, Northern Ireland and Wales provided an update on recent activity in their respective nations. The Chairman noted his visit to Scotland, which had included a meeting with Members of the Scottish Parliament.

102 DIRECTOR’S REPORT

102.1 The Director, BBC Trust presented his report, which provided an overview of activity undertaken by the Trust and previewed the key issues to be discussed by the Trust at the meeting.

103 NETWORK HD

103.1 The Trust’s Head of Business Strategy updated members on the Executive’s plans to launch HD channels for the five BBC network channels not already simulcast in HD – BBC News, BBC Three, BBC Four, CBeebies and CBBC – by early 2014.

103.2 The Trust discussed and endorsed the strategy for simulcasting these five network channels on HD, which had previously been discussed by its Strategy and Approvals Committee. It agreed with the committee’s recommendation that it was not necessary to apply a public value test to the proposals and approved the changes to the relevant service licences.

103.3 The Trust noted that within six months the Executive had committed to submit proposals covering the technical options and timetable to launch English Regions
variants of BBC One HD and variants of BBC Two HD for Wales, Scotland and Northern Ireland.

104 DIRECTOR-GENERAL’S MONTHLY REPORT

104.1 The Director-General updated Trust members on recent BBC programmes and events. He noted the range and quality of this year’s Proms season and praised BBC news teams for their reporting from Syria. He highlighted recent programme successes, including the BBC Two dramas *The Wipers Times* and *Peaky Blinders*, and noted the forthcoming Reith Lectures by artist Grayson Perry on Radio 4.

104.2 The Director-General briefed members on industrial relations and staffing issues. He noted the decision of Lucy Adams, Director, HR, to leave the BBC after five years. He paid tribute to broadcasters Sir David Frost and David Jacobs CBE who had died earlier this month.

104.3 Trust members received a presentation on BBC plans for covering the centenary of the First World War across TV, radio and online from 2014 to 2018.

105 NATIONAL AUDIT OFFICE ACCESS

105.1 The Trust’s Deputy Director provided an update on proposals by the Secretary of State for Culture, Media and Sport to amend the terms of the National Audit Office’s (NAO) access to the BBC for its programme of value for money reviews.

105.2 Members discussed the proposals with the Executive, having earlier discussed them amongst themselves. They agreed in principle the broad terms of a response to be sent the following week, to be agreed by Trust members and the Director-General as editor-in-chief.

105.3 Members agreed that the BBC should be open to scrutiny of its books but also free from any threat of political interference either with its output or with the creative process, and that arguments for NAO access needed to fulfil both these principles.

106 EXECUTIVE FINANCE REPORT

106.1 The Managing Director, Finance and Operations presented the Executive finance report, which covered the financial performance of the BBC to the end of June 2013. The report had previously been scrutinised by the Trust’s Finance Committee.

106.2 Members discussed a range of issues with the Executive, including the BBC’s property strategy and the impact of *Delivering Quality First* savings on BBC services.
107 STRATEGY REVIEW

107.1 The Director-General updated members on the progress of the BBC strategy review.

107.2 Members discussed various initiatives with the Executive, including the development of programme genres such as news, drama, arts and music and the expansion of the BBC iPlayer and digital services. They also discussed the best ways of reaching different audience groups.

107.3 The Trust approved the high-level strategy and agreed it was consistent with the four strategic objectives it had set for the BBC – increasing the distinctiveness and quality of output; improving value for money; setting new standards of openness and transparency; and doing more to serve all audiences.

107.4 The Trust noted that some of the initiatives would require regulatory approval and asked the Director-General to acknowledge this when he set out the emerging strategy in a speech in early October. It agreed to consider any resulting changes to the Delivering Quality First financial priorities as part of the budget process.

108 REVIEW OF BBC INTERNAL GOVERNANCE

108.1 Trust members discussed the review of BBC internal governance.

108.2 Members agreed that the objectives of the review would be to propose visible and significant reforms in the way that the Trust and Executive Board operated so that the BBC could demonstrate that it is well run and appropriately governed. It was agreed that licence fee payers and stakeholders must be able to see that the BBC is being appropriately held to account for its actions and that the BBC’s editorial and operational independence is being secured.

108.3 Members agreed that more could be done to be clearer about the roles and responsibilities of the Trust and the Executive Board. It was agreed that the review would consider possible changes within the parameters of the BBC’s current Charter and report by the end of the year.

108.4 Members were invited to provide their own thoughts and insights on this topic to the Trust Unit ahead of a special meeting to discuss emerging conclusions in early October.
**ITEMS FOR NOTING**

109.1  
(a) Minutes from committees and Audience Councils  
(b) Documents for sealing  
(c) Freedom of Information Act section 36 decision

**BUSINESS HANDLING AND COMMUNICATIONS**

110.1  
The Trust discussed the handling and communication of items considered at the meeting.