MINUTES OF THE BBC TRUST MEETING

Held on 15 November 2016
at the BBC Trust, 180 Great Portland Street, London

Present:

Rona Fairhead Chairman
Sir Roger Carr Vice-Chairman
Sonita Alleyne Trust member
Richard Ayre Trust member

Items 100-102

Mark Damazer Trust member
Mark Florman Trust member for England
Bill Matthews Trust member for Scotland
Aideen McGinley Trust member for Northern Ireland
Elan Closs Stephens Trust member for Wales
Suzanna Taverne Trust member
Nick Prettejohn Trust member
Lord Williams Trust member

From the Trust Unit:

Alex Towers Director, Trust
Kate Atkins Chief Adviser, Governance
Frances Bryant Adviser, English Regions South

Items 100-103

Jon Cowdock Head of Business Strategy
Georgina Hodges Chief Research and Audiences Adviser
Kath MacLeod Head of Communications

Items 100-103, 107

Fran O’Brien Head of Editorial Standards
Tristan Pedelty Head of Policy and Charter Review

Item 105

Stephanie Simmonds Deputy Head of Legal

Items 100-103, 106

Gareth Tuck Head of Finance

From the BBC Executive:

Items 104-106

Tony Hall Director-General
Anne Bulford Deputy Director-General
Clare Sumner Chief of Staff to the Director-General
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The Trust approved the minutes of its meetings held on 20 October and 1 November 2016 as an accurate record of proceedings.

The Trust noted the reports from recent committee meetings.

The Trust approved a recommendation from its Editorial Standards Committee that a trial to allow product placement on BBC World News, subject to appropriate safeguards, be allowed to continue for a further 12 months.

Nick Prettejohn, Chair of the Value for Money Committee, said the committee had discussed Executive proposals for the renegotiation and extension to the licence fee collection contract, held by Capita. The committee had given approval for the Deputy Director-General to sign the new contract, subject to there being no further material changes.

Suzanna Taverne, Chair of the Services Committee, updated the Trust on the status of the BBC's application to create a fully-owned commercial subsidiary, BBC Studios, and set out the next steps to be taken by the Trust. Members discussed some of the key issues raised by the application.

The Director, BBC Trust presented his report, which provided an overview of the work undertaken by the Trust.

He updated members on the progress of the new BBC Charter and Digital Economy Bill and on the process for appointing the Chairman and non-executive members of the new BBC Board.

The Chairman updated members on discussions over Ofcom's estimate of the charges it would apply to the BBC for transitional work during the current financial year.

The Chairman noted that Tristan Pedelty, Head of Policy and Charter, was attending his last Trust meeting. She thanked him for
his work on the new BBC Charter and wished him well for the future.

104 DIRECTOR-GENERAL’S REPORT

104.1 The Director General briefed the Trust on recent BBC output, including coverage of the US elections which had attracted large audiences across TV, radio and digital. He praised the work of BBC news teams and journalists.

104.2 The Director-General noted that the final series of the Great British Bake-Off on the BBC before its move to Channel 4 had ended with an audience of 13.4 million people (54.8% of the viewing public). He welcomed the launch of Planet Earth II on BBC One, which had taken more than five years to film in over 40 countries and was the BBC’s first programme in ultra-high definition.

104.3 Trust members noted BBC seasons celebrating the 80th anniversary of television, the achievements of black people in the UK and influential women around the world.

104.4 The Director-General highlighted new BBC social media initiatives in its marketing and communications campaigns and commended BBC Three on its use of short-form content, targeted at younger audiences.

104.5 Trust members noted that the BBC would be announcing the following day plans to expand the BBC World Service, following new Government funding.

105 DAME JANET SMITH REVIEW

105.1 The Deputy Director-General set out the Executive’s draft official response to Dame Janet Smith’s report into the BBC’s culture and practices during the years that Jimmy Savile and Stuart Hall worked for the Corporation. She also presented further work by GoodCorporation into the BBC’s child protection and whistleblowing processes and a summary of actions taken by the BBC.

105.2 The Chairman welcomed the progress that had been made by the BBC in response to the reports by Dame Janet Smith and GoodCorporation. She suggested that, in its official response, the BBC provide further detail of recent work to develop the culture of the BBC in the areas identified by Dame Janet Smith.
The Deputy Director-General said the BBC’s response to Dame Janet Smith’s report would be published later this year following further discussion by the Executive Board.

**SENIOR MANAGEMENT PAY**

106.1 The Deputy Director-General outlined the BBC’s proposed approach to executive and senior leader pay for the remainder of the current Charter and transition period. This approach would continue the existing senior manager pay policy.

106.2 The Trust agreed that it would continue to monitor progress but, at this late stage in the Charter, it was right to leave formal decisions about new strategy, including targets and measures, to the incoming BBC Board.

**COMPLAINTS AND APPEALS PROCEDURES**

107.1 The Trust approved amendments to its Editorial Standards Committee’s terms of reference, protocols B2 and E3 and associated procedures, in line with the transitional arrangements agreed under the new BBC Charter. It delegated authority to the Chairman and Trust member Bill Matthews to approve any further minor changes.

107.2 The Trust also delegated authority to the Director and Head of Editorial Standards to determine, from January, which editorial appeals had no reasonable prospects of success, removing the route of appeal to Trust members that exists at present.

**DIVERSITY UPDATE**

108.1 Trust member Sonita Alleyne provided an update on progress towards Project Diamond, a diversity monitoring system for the broadcast industry, created by the BBC, Channel 4, ITV and Sky, and supported by Pact and Creative Skillset, through the Creative Diversity Network. The Trust agreed the BBC should continue to work towards meeting its new diversity targets, set this year.