

1. Constitution

- 1.1. The BBC Board has established a committee of the Board, under Charter article 31(1), known as the Editorial Standards Committee (“the Committee”) to oversee the BBC’s editorial standards and compliance with them across its public and commercial services.
- 1.2 In establishing this Committee it is important to be clear that the Board, and consequently its sub-committees, do not have a role in assessing individual editorial decisions, except in so far as they help in establishing overall standards. It is for the Board to set the Editorial Guidelines and the Director-General to meet them [Charter Article 25 (3)].

2. Remit

- 2.1 The remit of the Committee is to:
- Oversee, on behalf of the Board, the development and regular review of the BBC’s Editorial Guidelines, and assure the processes for compliance with them, particularly in relation to due impartiality and due accuracy;
 - Monitor, and challenge, on behalf of the Board, the level and management of editorial risk; providing assurance to the Board on management controls;
 - Monitor, and challenge, on behalf of the Board, compliance with the complaints framework and provide assurance to the Board on the effectiveness of this framework;
 - review findings and directions from Ofcom with regard to editorial matters, and compliance with the Ofcom Broadcasting Code;

3. Responsibilities

- 3.1 The core responsibilities of the Committee are to:
- oversee editorial standards, complaints and editorial compliance;
 - oversee and approve the BBC’s Editorial Guidelines;
 - approve the Guidelines for each UK election and referendum;
 - ensure party political and referendum broadcasts are offered to appropriate parties or organisations at each election and referendum;
 - oversee the BBC’s complaints processes and ensure that key themes and issues arising out of the process are dealt with appropriately;
 - keep under review the BBC’s Complaints Framework and to make any recommendations to the Board on any proposed changes;
 - monitor and review the BBC’s editorial compliance systems;

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- monitor reporting on editorial risks, judgements, whistleblowing data and the results of editorial investigations;
- oversee the thematic output reviews to be commissioned by the Board and to receive reporting on Executive content and other reviews;
- report to the Board on the current and emerging editorial risk environment;
- monitor the BBC's approach to mitigating the risk of mis- and dis-information;
- monitor, as necessary, the implementation of recommendations on editorial standards made in reports which have been agreed by the Board.
- Monitor the delivery of editorial standards training.

4. Membership and attendance

- 4.1 Members of the Committee are appointed by the Board. The Committee shall consist of four non-executive directors, one of whom shall be the Chair and the Director-General.
- 4.2 The Director, Editorial Standards and the Director, Editorial Complaints and Reviews, shall attend as advisers to the Committee. Two external editorial advisers will also be invited to attend every meeting.
- 4.3 The Chair of the main Board may attend the Committee at any time.
- 4.4 The Committee may request the attendance of any director or member of staff as required.
- 4.5 The Company Secretary (or their nominee) attends as Secretary of the Committee.
- 4.6 The Committee is free to meet in private at any time.

5. Quorum

- 5.1 The quorum necessary for the transaction of business is three Committee members, of which one should be the Director-General. A duly convened meeting of the Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Committee.

6. Frequency of meetings

- 6.1 The Committee meets at least six times a year and at other times as required.
- 6.2 Meetings may be held without members being physically present in the same place, for example by telephone or video-conference. When a member attends by telephone or video-conference they are counted as being in attendance for the purposes of a quorum.

7. Notice of meetings

- 7.1 Meetings of the Committee are summoned by the Secretary (or their nominee). Meetings can be requested by the Chair, or any member of the Committee.
- 7.2 Unless otherwise agreed, notice of each meeting confirming the venue, time and date together with an agenda of items to be discussed shall be forwarded to each member of the Committee and any other person required to attend no fewer than three working days prior to the date of the meeting.

8. Minutes of meetings

- 8.1 The Secretary (or their nominee) shall minute the proceedings and resolutions of all meetings of the Committee, including recording the names of those present and in attendance.
- 8.2 The Secretary should ascertain, at the beginning of each meeting, the existence of any conflicts of interest and minute them accordingly. Committee members should also advise the Secretary of any conflicts, as they arise, outside of the meetings.
- 8.3 Minutes of the Committee meetings shall be circulated promptly to all members of the Committee.

9. Review and reporting

- 9.1 Nominations Committee will annually review the effectiveness of the Committee along with all the sub-committees of the Board in terms of its performance, membership and terms of reference.
- 9.2 The Chair will formally report to the Board after each meeting of the Committee.