

## Meeting of the BBC Remuneration Committee

## **SUMMARY MINUTES**

Thursday 24 September 2024  
Broadcasting House, London, and by video conference

## ITEMS OF BUSINESS

1. Minutes of 6 June Remuneration Committee
2. Quarterly management report
3. BBC Studios Long Term Incentive Plan (April 2024 award)
4. Diversity, Inclusion and Belonging strategy
5. AOB

## ATTENDANCE

### *Members:*

- Robbie Gibb Non-executive director (Chair)
- Muriel Gray Non-executive director

### *Apologies:*

- Damon Buffini Non-executive director

*Board members present:*

- Tim Davie Director-General
- Leigh Tavaziva Group Chief Operating Officer

*With:*

- Chris Sandford Head of Governance
- Uzair Qadeer Chief People Officer
- Nikki Severs HR Director, Reward
- Andrew Page PwC
- Heather Palmer Senior HRBP, ER and Support at Work (item 2)
- Sarah Gregory Deputy CPO (items 2, 4)

## REMUNERATION COMMITTEE SUMMARY MINUTES – 24 September 2024

### 1. Minutes of 6 June Remuneration Committee meeting and matters arising

1.1 The Chair welcomed the new external adviser, who was joining his first meeting. The minutes were approved and a list of diversity and inclusion training courses was noted. Access to the courses would be arranged for interested members of the Committee.

### 2. Quarterly management report

2.1 The Committee reviewed the quarterly management report. Variable EFT numbers were noted, along with how these were being managed. High levels of participation in the My Conversation process was welcomed, with the process now linked to eligibility for pay progression. The need to develop this process further, with a link to contribution in role, was discussed.

2.2 The Committee were briefed on a recent review of hybrid working policies across the organisation. Market trends and benchmarks were discussed, noting that very few organisations were moving to having staff back in the office full time. The proportion of agile and office based workers in the BBC was discussed and it was agreed there was a need for managers to have sufficient flexibility to deploy the policy as necessary in their area, particularly in creative environments. New norms and expectations in certain areas of work – such as coding and product – were also discussed. The policy would be kept under review and it was agreed there was a need to balance productivity with the ability for staff to learn and develop experience from colleagues.

2.3 The Committee noted an overview of the code of conduct and the ways by which breaches of different policies within the code were managed. Channels by which staff could raise issues were noted, along with multi-disciplinary processes now in place to enable swift resolution of cases where possible. It was noted that these issues would be a key factor in the proposed workplace culture review, agreed by the Board.

### 3. BBC Studios Long Term Incentive Plan (April 2024 award)

3.1 The Committee reviewed recommended measures and targets for the BBC Studios Long Term Incentive Plan April 2024 award, as applicable to the CEO BBC Studios. The proposed targets for the wider population had been discussed and agreed in principle by the Commercial Rem Group.

3.2 The Committee discussed the definition of the stretch target in the plan. A proposed change to the non-financial measures in the plan was also discussed. The Committee approved the proposals, subject to the points raised in the discussion.

**4. Diversity, Inclusion and Belonging strategy**

- 4.1 The Committee were briefed on the proposed structure and focus of the new plan that would replace the previous Diversity and Inclusion strategy. The new structure had been agreed by the Executive and was in line with what was seen broadly across industry and best practice.
- 4.2 The position on targets to the end of the Charter period was noted, and that these had been defined against demographics. The revised plan was noted and the final document would be shared offline.

**5. AOB**

- 5.1 There were no other items of business.