

**MINUTES OF THE TWO HUNDRED AND THIRTY-FIRST MEETING OF  
THE OFCOM BOARD HELD ON 20 SEPTEMBER 2016 IN CARDIFF**

**Present**

Patricia Hodgson	Chairman
Sheila Noakes	Deputy Chairman
Sharon White	Chief Executive
Lynne Brindley	Member
Graham Mather	Member
Ben Verwaayen	Member
Jonathan Oxley	Executive Member and Group Director, Competition
Steve Unger	Executive Member and Group Director, Strategy, International, Technology and Economists

**Apologies**

Bill Emmott	Member
Polly Weitzman	General Counsel

**In attendance**

Steve Gettings	Corporation Secretary
Jenny Leyland	Assistant Secretary to the Corporation

Other Ofcom Colleagues

**Reflections on Board Visit to Wales - oral**

1. The Board reviewed the key themes which had emerged from meetings and stakeholder engagement during the Board visit to Cardiff. The Board thanked all in the Ofcom Wales Office for their work on the arrangements for the visit.

**Minutes of the meetings held on 19 and 21 July 2016 and matters arising – Board Minutes 229(16) and 230(16)**

2. The minutes of the Ofcom Board meetings held on 19 and 21 July 2016 were **APPROVED** for signature as an accurate record. There were no matters arising not covered elsewhere on the agenda.

**Chairman's Report - oral**

3. The Chairman provided her report to the Board which included reference to a number of recent meetings.

4. Content Board Appointment: The Board **APPROVED** a proposal to extend Andrew Chitty's term on the Content Board by one year to 16 September 2017.

<p><b><u>Report from the Chairman of the Content Board – oral</u></b></p> <p>5. Lynne Brindley reported on matters discussed at the Content Board meeting held on 13 September 2016.</p>
<p><b><u>Reports from other Non-Executive Members – oral</u></b></p> <p>6. Graham Mather referred to a recent discussion with Ofcom’s Group Director, Consumer, about Ofcom’s consumer strategy. A paper on that topic would be discussed at the October Board meeting.</p>
<p><b><u>Chief Executive’s Report – Board Paper 90(16)</u></b></p> <p>7. Sharon White presented her report to the Board which included updates on Openreach reform and the European Commission’s recently published proposals for reform of the telecommunications framework.</p>
<p><b><u>BBC Update – Board Paper 91(16)</u></b></p> <p>8. The Board was updated on the draft BBC Charter and Agreement which had been published by DCMS on 15 September 2016. Ofcom would become the external regulator for the BBC with effect from 3 April 2017.</p>
<p><b><u>DCR Narrowband Market Review Consultation Proposals – Board Paper 92(16)</u></b></p> <p>9. The Board considered a paper which set out the key proposals to be included in a forthcoming consultation document on the Wholesale Narrowband Market Review. The Board noted that ahead of that consultation being finalised the team would return with options for addressing concerns in relation to the outcomes for retail consumers who purchase a fixed telephone service but do not take broadband (ie, landline only customers).</p>
<p><b><u>Broadband Universal Service Order Proposals – Board Paper 93(16)</u></b></p> <p>10. Ofcom had been asked to provide Government with technical advice on the design of a broadband universal service obligation (USO). The Board discussed and commented on an update on this on-going work.</p>
<p><b><u>Scotland Memorandum of Understanding – Board Paper 94(16)</u></b></p> <p>11. As previously discussed at the Board, the Smith Commission recommendations included a requirement for a Memorandum of Understanding to be put in place between the UK Government, Scottish Government and Ofcom covering appointments to MG Alba, consultation on Ofcom’s strategic priorities and Ofcom’s accountability to the Scottish Parliament. The Board was provided with an update on the negotiations and the latest draft of the MoU. The Board <b>AGREED</b> that the Chairman should sign the final version of the MoU, providing there were no material changes to the draft following review by relevant Ministers and the Scottish Parliament.</p>
<p><b><u>Board Forward Agendas – Board Paper 95(16)</u></b></p> <p>12. The Board discussed the Board forward plan and comments were noted.</p>
<p><b><u>Information items</u></b></p> <p>13. In noting the following information papers the Board wished to record appreciation for the work done by colleagues in the Ofcom Wales team to achieve the position reached on the compliance requirements relating to the Welsh Language Standards.</p>

Papers noted were:

- Welsh Language Standards – Board Paper 96(16)
- The Business Connectivity Market Review and the Digital Communications Review – Board Paper 97(16)
- Management Information Report – Board Paper 98(16)
- Strategic Risk Register – Board Paper 99(16)

**Minutes from other Boards/Panels/Committees**

14. The Board noted the minutes of the following meetings without comment:

- Minutes of the National Advisory Committee for Scotland (20 April 2016)
- Minutes of the Ofcom Spectrum Advisory Board (16 May 2016)
- Communications Consumer Panel (23 June 2016).

**Any Other Business**

15. There was none.

**Date of the Next Meeting**

16. The next Board meeting will be held on Tuesday, 18 October 2016.