



Information Policy & Compliance
bbc.co.uk/foi

12 January 2011

Freedom of Information Request - RF120101583

Thank you for your request under the Freedom of Information Act 2000 ("the Act") received on 30 November 2010.

BBC North's objective is to serve and represent audiences across the whole of the UK. It will deliver locally produced, high quality content for every platform using the latest innovations in technology. BBC North will also lead the way in training and developing local talent, building on the rich mix of skills and experience already available in the North of England. It will also forge new partnerships with organisations across the North of England to bring the BBC closer to the public.

The answers to your specific questions are as follows. Please note that we have taken 'orientation tour' to refer to familiarisation visits open to staff whose departments are scheduled to move to Salford Quays and their partners. The purpose of the visits is to help staff prepare for the move.

Please could you give me details of everything that BBC staff and non-staff are entitled to as part of their orientation tour – e.g. does it include an allowance for the cost of travel from London to Salford, typically how many days off work are they allowed and, if applicable, how many nights in a hotel, meals and any other allowance(s) for themselves and any friends and/or family members who accompany them.

Familiarisation visits, which are standard practice for the majority of companies relocating staff, take place over two working days including travel and overnight accommodation. Familiarisation visits increase the likelihood of staff making a decision to relocation: in the case of the BBC, the percentage of staff deciding to relocate currently stands at 46%, which compares favourably with a typical figure of 35%. In order to keep costs down, staff travel together on a group ticket where possible, to ensure best prices. Lunch is provided on site on both days, as well as one evening meal local to the hotel. Bed and breakfast is purchased in advance at a fixed price.

Do the tours include anything specific and, if so, what – e.g. a tour of the Media City buildings by BBC manager?



INVESTOR IN PEOPLE

The visits include a tour of the area, a visit to MediaCity and meetings with estate agents, area and education experts as well as BBC staff already living and working in the North West.

How many BBC staff and non-BBC staff have been on orientation tours of Media City over what time period and what has been the cost to the BBC so far, broken down as far as possible to show what the money was spent on. Finally, how many more BBC and non-BBC staff are expected to go on orientation tours of Media City, over what period of time, and how much are they expected to cost?

Since 2008, 934 staff, 370 family members and 246 others (a mixture of staff and family members), a total of 1550 people, have attended familiarisation visits to Salford. To date, 49 staff and 16 guests (total 65 people) have registered for visits in 2011. We expect these visits to end by Easter 2011.

The cost so far of these visits is detailed below. The amounts relate to costs submitted by 31 December 2010.

Category	Amount	Detail
Set up costs	£18,124	One off costs including consultants' initial research for briefing materials on residential areas, education etc.
Hotels	£106,080	
Lunch Day 1	£21,630	
Dinner	£30,185	
Lunch Day 2	£11,609	Tours of residential areas
Coach	£31,933	
Train	£109,126	
Tram	£3,279	Manchester Piccadilly-MediaCity Salford
Local expertise	£53,333	Local area experts, tour guides etc.
Exhibition space	£5,175	For display materials, booked when no internal space available
Delegate packs	£20,774	Local information, publications, maps etc
Misc. costs	£23,568	
Event management	£139,807	
TOTAL	£574,622	

An additional £111,318 in costs has been submitted, but not yet allocated to categories.

It is not possible at this date to estimate the cost of future expenditure on these visits, as the staff most recently in scope for relocation have not yet had to state whether or not they intend to take up the option of a familiarisation visit but we expect these visits to end by Easter 2011.

I hope this response satisfies your request.

Your Appeal Rights:

If you are not satisfied with this response you have the right to an internal review by a BBC senior manager. Please contact us at the following address: BBC Freedom of Information, Room 2252, White City, 201 Wood Lane, London W12 7TS, explaining what you would like us to review and including your reference number: If you are not satisfied with the internal review, you can appeal to the Information Commissioner. The contact details are: Information Commissioner's Office,

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, telephone 01625 545 700 or see <http://www.ico.gov.uk/>

Yours sincerely

Peter Salmon,
Director BBC North

