

Tim Westwood Review

Q&A regarding the Review

1. What is the Review?

The BBC Board has commissioned a [Review](#) to fully examine what was known about concerns regarding Tim Westwood's conduct during his time with the BBC. The [Terms of Reference](#) for the Review were published in August.

The BBC Board asked that this work be carried out by someone independent to the BBC in order to gain the full confidence of those who come forward, as well as the wider public.

A [Call for Evidence](#) has now been published, which sets out in more detail the information that the Review wishes to receive.

2. Who is conducting the Review?

Gemma White KC. Gemma White is a barrister with over 25 years' experience. Gemma's professional practice is largely devoted to conducting internal investigations and inquiries for organisations in both the public and private sector.

Linklaters LLP is a highly reputable and experienced law firm that has been instructed by the BBC to assist Gemma White with the Review.

3. How do I contact the Review?

Gemma White has a dedicated email address for the Review which is:
GWKCBBCReview@blackstonechambers.com.

You can send any relevant information to that email address. Further contact details are set out in the [Call for Evidence](#).

4. How will information that I share with the Review be used?

If you share information with the Review, it will be used only for the purpose of the Review. It will only be disclosed insofar as is necessary for the purposes of conducting and reporting on the Review or where there is a legal requirement to disclose it.

Evidence provided to the Review will not be provided to the BBC during the course of or following completion of the Review. However, Gemma White's final report to the BBC will be published by the BBC and will contain reference to and quote from such evidence as Gemma White considers necessary for the purposes of fulfilling the Terms of Reference.

The BBC can ask Gemma White to agree to provide information or documents to the BBC, but whether Gemma White agrees will be a matter of her discretion. The BBC is also entitled to ask for copies of its own documents from the Review.

Gemma White may also disclose information to the BBC if she believes there is a serious risk to the health, safety or welfare of any person.

5. Can I speak to the Review anonymously?

The Review's report will not contain the name of anyone who says they were the subject of inappropriate sexual conduct without their consent.

Anyone else can also request that they remain anonymous both in the final report and that their identity is not disclosed to anyone else, including the BBC, and requests will be agreed where appropriate.

6. Can I ask that information I provide to the Review remains confidential?

Anyone who contributes to the Review can ask that all or part of any evidence they provide is not shared with anyone else, including with the BBC. Such requests will be agreed where appropriate to do so.

If you would like more information about anonymity and confidentiality, please contact the Review directly via the contact details in the Call for Evidence. Contacting the Review will not mean you are obliged to provide any substantive information.

7. Will the Review share information with the Police?

The Review will work with the Police to share information where appropriate and so as to ensure that any police investigations are not affected by the work of the Review.

However, your identity and/or information will not be shared with the Police unless you expressly consent to this or where there is a legal requirement to provide it. If you have any concerns at all about this, Gemma White would be happy to discuss with you before you provide any information.

8. Will meetings be in person and where will they take place?

Meetings with Gemma White will, to the extent possible, be arranged in person and at a mutually convenient time. Meetings will normally be arranged to take place in London, and will not be held in BBC offices or premises. They can be conducted elsewhere, or remotely, if Gemma White agrees.

9. Will I know in advance what Gemma White wants to discuss?

Five days before the meeting, you will be sent a written outline of the topics that Gemma White wishes to discuss in the meeting, and (if relevant) a list of the main documents likely to be referred to in the meeting. Gemma White will ask you questions during the meeting. A lawyer from Linklaters may also be present to support Gemma White, but they will not ask you any questions. A transcript writer or note taker may also be present. You will be given advance notice of a list of individuals who will attend the meeting and will have an opportunity to raise any concerns.

10. Can I bring a friend or someone else to the meeting to support me?

Yes, you are welcome to bring one person of your choice to accompany you. The role of that person is to assist and support you, not to participate in the Review.

11. Can I claim expenses for attending a meeting?

The Review will refund you (and one accompanying friend or family member) for the reasonable cost of standard class travel costs if travelling on public transport or for your reasonable fuel costs. You can also request to meet remotely if you prefer. Any other expenses would have to be approved in advance of your incurring them.

12. What if I do not get in touch with the Review but Gemma White thinks I might be able to help?

If you are a current or former BBC employee or contractor, you will usually be contacted by someone from the BBC's HR team in confidence, who will let you know that Gemma White wishes to speak to you and introduce you to the Review.

For other people, it is most likely that you will be contacted by Linklaters, solicitors to the Review.

13. I don't want to speak to Gemma White. Can I be forced to speak to her?

Gemma White wants to establish the fullest picture possible about the relevant facts in order to respond to the Terms of Reference, and she will be grateful for any information you can provide which you think may help. However, Gemma White cannot compel anyone to take part or to attend a meeting.

The BBC strongly encourages anyone with relevant information to please get in touch with the Review or to agree to any invitation to speak to the Review if possible, even if you do not think you know or remember anything relevant. Information which you may think is unimportant or irrelevant may be of assistance, even if it is just to provide helpful background context.

The BBC's expectation is that current employees and contractors should generally speak to the Review if they are asked to, but the BBC also understands that there will be circumstances where someone may have good reasons for not doing so.

If Gemma White invites someone to attend a meeting and they decide not to attend, they may be missing an important opportunity to help her get the fullest picture possible of the relevant facts. It is also possible that Gemma White may give less weight to any written account they have provided. The Review report may also refer to a person's decision not to attend a meeting.

14. Will I be offered support or resources if I do choose to contribute to the Review?

The BBC recognises that for some people contacting the Review may result in them re-living experiences which are very painful and difficult, and may be triggering or stressful. The BBC is enormously grateful to everyone who feels that they can assist the Review and recognises that this may have needed great courage.

Everyone involved in the Review will be offered a wide range of resources to support their wellbeing. In addition, a dedicated support line will be available to provide counselling to those who need emotional support at this time.

If you are currently under the active care of a clinician or therapist for mental health problems we would recommend that you discuss your participation in the Review with them to ensure that there are no clinical concerns about your involvement and that your condition is considered stable.

Details will be provided when participants come forward for the Review.

15. What happens if I may be criticised in the final report?

If Gemma White intends to make any criticisms of individuals or to set out any facts or allegations that are adverse to you, Linklaters will write to you (confidentially) setting out the proposed criticism and giving you an opportunity to make written representations in response (also confidentially). Gemma White will consider your representations before she concludes the Review and finalises her report.

16. Will the final report be public?

Yes, the intention is that the final report will be made public by the BBC.

17. Can I ask to have my name removed from the report if I am mentioned?

The names of any individuals who are alleged to have been subject to any inappropriate sexual conduct will not be published without their consent.

It is possible that the Review report will name other individuals who are relevant to the findings, unless an agreement has been reached not to name any particular individuals.

If you are named or can be identified from the report, you will have an opportunity to make representations as to why your identifying details should be redacted before it is published.