
S4C Authority Meeting Minute
14 November 2013, S4C, Llanishen, Cardiff

Meeting No. 371

Present:	Huw Jones	(Chairman)
	John Davies	(Member of the Authority)
	Carol Bell	(Member of the Authority)
	Aled Eirug	(Member of the Authority)
	Glenda Jones	(Member of the Authority)
	Marian Wyn Jones	(Member of the Authority)
	Rheon Tomos	(Member of the Authority)
Elan Closs Stephens	(Member of the Authority)	
S4C staff:	Ian Jones	(Chief Executive)
	Garffild Lloyd Lewis	(Director of Communications)
	Elin Morris	(Director of Corporate and Commercial Policy)
	Kathryn Morris	(Director of Finance)
	Dafydd Rhys	(Director of Content)
	Phil Williams	(Secretary to the Authority)
	Sarah-Jane Pritchard	(Assistant to the Secretary to the Authority)

Opening remarks

The Chairman welcomed all present to the meeting.

1. Declaration of interest

The Chair asked for any member with an interest in the business of the meeting to declare their interest. No declaration was made.

See the Register of Interests section of the S4C Authority website for general declarations.

2. Minutes 370 (17 October 2013) and matters arising

2.1 Minutes 370

The minutes of meeting 370 were presented.

The Authority approved the minutes.

2.2 Matters Arising

The following were noted:

2.2.1 **Strategic Planning**

It was noted that the officers were seeking to arrange a meeting with Sue Owen, the Permanent Secretary at the DCMS.

2.2.2 **Pobol y Cwm**

[**Summary:** DRh gave an update on the negotiations. The BBC's final report is expected before the end of November.]

2.2.3 **The Property Portfolio**

[**Summary:** The latest update on the building and land at Lambourne Crescent was noted.]

2.2.4 **Report of the Audit and Risk Management Committee**

The meeting of the Audit and Risk Management Committee had been postponed to allow time for the Internal Auditors to complete a number of reports. The next committee meeting is scheduled for December.

3. **Chairman's Report**

3.1 The Chairman presented his written report with particular reference to the following issues:

3.2 **Visit of the DCMS Secretary of State**

The Chairman referred to the visit of the Secretary of State for Culture, Media and Sport, Maria Miller, to S4C. It was a constructive and friendly meeting and they were able to discuss several issues including the success of **Y Gwyll**, the relationship with the BBC Trust and changes to S4C's remit.

3.3 **Report for the Audiences and Performance Committee of the BBC Trust**

HJ and AE had presented the interim report to the Audiences and Performance Committee of the BBC Trust. They were welcomed by the Committee and had an opportunity for a constructive and supportive discussion. They noted that the Committee had appreciated receiving a comprehensive report as they consider the performance of S4C for the first time under the Operating Agreement. In the future, an interim summary will be sufficient for the purposes of the Committee in the autumn.

There was a discussion about many aspects of S4C's services including the challenges S4C faces, the success of **Y Gwyll**, the importance of access services, the proposed presence of S4C on iPlayer, the costs of sports rights, and a discussion of many programme genres and the challenge of coping with funding cuts.

3.4 **The House of Lords**

[**Summary:** A meeting had been held with several members of the House of Lords to give them an update on issues related to the long-term funding of S4C.]

It was noted that officers will be contacting the new Lords from Wales in due course.

3.5 **Strategic Planning**

[**Summary:** HJ gave an update on the work of the team preparing the strategy.]

4. **Chief Executive's Report**

4.1 IHJ submitted his written report with specific reference to the following matters.

4.2 **Corporate Objectives 2014**

IHJ submitted the revised Corporate Objectives for 2014 and explained that the corporate objectives have been presented to S4C staff and members of the management team for the preparation of departmental objectives.

4.3 **Co-location / Relocation**

[**Summary:** IHJ presented an update on the Relocation project and the Co-location project with BBC Wales.]

4.4 **Chief Financial Officer**

[**Summary:** IHJ gave an update on his plans for continuity within the Finance department. The appointment of a Chief Financial Officer from the beginning of the year was noted.]

4.5 **Youview**

It was noted that the preparation work for introducing S4C to the Youview platform was continuing with the aim of launching S4C on Youview in December.

4.6 **The Production Sector**

The system of programme delivery in the form of electronic files will begin towards the end of the first quarter in 2014; with tapes only accepted in exceptional circumstances after this date. It is hoped that the new system will simplify the process of delivering programmes and create financial savings for the production companies and S4C in due course.

4.7 **Presentation to the annual meeting of TAC**

IHJ had given a presentation to the annual meeting of TAC, which had provided an opportunity to outline the changes to the commissioning process, and had received a positive response from the production companies. It was decided to distribute a copy of the presentation to Members.

5. **Report of the Director of Content**

[**Summary:** DRh presented his written report and discussed the genres of Drama, Entertainment and Factual programmes with reference to the Remembrance Sunday programmes and the performance of **Y Gwyll** in particular.]

6. **Monthly Research Report**

The Monthly Research Report was presented.

[**Summary:** It was noted that the work on the reporting of the **Clic** service was continuing.]

7. **Report of the Director of Communications**

7.1 GLL presented his written report and referred to the following matters:

7.2 **Promotion and Marketing**

The current priority of the department was the marketing campaign for **Y Gwyll**. Trying to reach new viewers and infrequent viewers is a key part of the project.

It was noted that the next Viewers Evening will be held in Caerphilly on 18 November.

7.3 **Partnerships**

GLL explained that the department is developing a significant number of new partnerships and noted that the Content Department is also responsible for developing and leading a number of the projects resulting from the new partnerships.

7.4 **The Relocation Projects**

[**Summary:** It was noted that the areas have now set up project teams to coordinate their plans. It was decided to arrange for the Authority to visit the areas to be given presentations about the plans before officers present the papers and relocation recommendations to the Authority in March.]

8. **The Revised Complaints Process**

The work on a revised complaints process is continuing and it was decided that officers should present a further draft of the process, based on the guidance received from the Authority at its last meeting, to the next meeting of the Complaints and Compliance Committee in November.

9. **Financial Report**

9.1 KM presented the financial report and referred in particular to the following matters.

9.2 She noted that the discussions with the DCMS regarding the 15-month financial period are continuing and that the DCMS officers are considering how to report

internally to the Treasury for S4C's expenditure over the 15-month period. Officers will also discuss the necessary arrangements for the change with the external auditors.

It was agreed that the officers would present a recommendation to the Authority in order to move to a 15-month period from 1 January, 2013 and then to fiscal years from April 1, 2014.

- 9.3 There was a discussion about the budget for 2014-15 and it was explained that officers are preparing a budget for January - March 2014 for submission to the Authority for its approval in December, and that a budget for the fiscal year 2014 -15 will be submitted for the Authority's approval before the end of March 2014.

10. **Report of the Commercial Board (held on 16 October)**

[**Summary:** CB presented her report of the meeting of the Commercial Board. In addition to what was discussed there was a presentation by the company Dolphin regarding S4C's advertising revenue and it was noted that there will be a review of the investments of the Digital and Coproduction Funds every 6 months from now on.]

11. **Complaints and Compliance Report and Viewers Hotline**

[**Summary:** The Complaints and Compliance Report was presented.]

The Viewers Hotline report was noted.

12. **To Consider the content and format of the Discussion Day**

[**Summary:** Members discussed the content and form of the discussion day to be held in January.]

13. **Any other business**

No other issues were discussed.

14. **Date of next meeting:**

The next meeting will be held on December 12, 2013.