



**S4C Board Meeting Minute**  
**20<sup>th</sup> July 2018, S4C Llanisien, Cardiff**

**Meeting No. 419**

<b>Present:</b>	Huw Jones	(Chair)
	Elan Closs Stephens	(Board Member)
	Siân Lewis	(Board Member) (Item 1-8)
	John Davies	(Board Member)
	Owen Derbyshire	(Board Member)
	Rhodri Williams	(Board Member)
<b>S4C Staff:</b>	Owen Evans	(Chief Executive)
	Amanda Rees	(Director of Content)
	Gwyn Williams	(Director of Communication)
	Phil Williams	(Authority Secretary)
	Elin Morris	(Corporate and Commercial Director)
	Steve Thomas	(Strategic and Policy Advisor) (Item 5)
	Llion Iwan	(Head of Content Distribution)
	Rhidian Dafydd	(Yr Egin Programme of Work Manager)
	Catrin Hughes Roberts	(Partnerships Director (Item 6.3 & 6.4))
	Carys Evans	(Head of Data and Analysis) (Item 7 & 8)
	Huw Jones	(Senior Statistics Officer) (Item 7 & 8)
	Steve Cowin	(Chief Technical Officer) (Item 9)
	Bethan C. Williams	(Assistant to Authority Secretary)
<b>Apologies:</b>	Guto Harri	(Board Member)
	Hugh Hesketh Evans	(Board Member)
	Anita George	(Board Member)

**STANDING ITEMS:**

1. **Welcome and Declaration of Interest**

The Chair welcomed everyone to the meeting, in particular Owen Derbyshire and Rhodri Williams to their first meeting as Board members. It was noted that Anita George was unable to be present.

Members were asked if they had any interest to declare in the meeting's business to so declare their interest.

*See the Register of Interests under the Board section on the S4C website for general declarations.*

2. **Minutes of Board Meeting Number 418 held on 28<sup>th</sup> June**

Minutes of Board Meeting Number 418 held on 28<sup>th</sup> June were presented. The minutes were approved.

3. **Matters arising from the minutes of Meeting 418**

3.1 **8.13 Staff Survey** – it was confirmed that the results of the survey would be available in September.

3.2 **8.3 General pay rise**

EM noted that positive discussions had been held with BECTU.

### 3.3 **Signing the lease for Yr Egin**

It was confirmed that Trinity had secured a good number of tenants for Yr Egin and that they had satisfied the contractual requirements. The tenant list included a cross-section of companies in the areas of production, digital, subtitling, book publishing, branding and design. As a result, there was no reason to withhold S4C's rent payment.

## 4. **Action Points**

The Action Points were presented for information.

## 5. **Chair's Report**

The Chair presented his report with specific reference to the following matters.

### 5.1 **Parliamentary Committees**

The Chair and OE had attended evidence sessions with Westminster's Welsh Affairs Select Committee and the Assembly's Culture, Welsh Language and Communications Committee.

### 5.2 **Meetings with Ofcom**

It was reported that two positive meetings had been held with Ofcom representatives.

It was noted that S4C had agreed to draw up a draft document for discussion with Ofcom Cymru as part of the process of promoting the current statutory relationship between S4C and Ofcom. A summary of the statutory relationship, Ofcom's responsibilities and requirements upon S4C would be published on S4C's website over the summer.

### 5.3 **Annual Report 2017-18**

It was noted that the Annual Report had been published. The coverage in the press had been positive.

### 5.4 **Response to Review of S4C**

ST presented a draft response and progress report for submission to DCMS.

The document was approved for submission to the Secretary of State and the Chair was authorised to amend the document if further comments arose from DCMS.

## 6. **Chief Executive's Report**

The Chief Executive presented his report with specific reference to the following matters.

6.1 OE and AR had met with Ken Skates to discuss options for developing investment funds. It had been a constructive meeting and S4C was asked to produce outline plans.

### 6.2 **Update on Commercial Plans**

**[Summary:** An update on the commercial plans was presented and discussed. OE reported that he was eager to continue to develop the commercial strategy to reduce risk to the fund in future and ensure that the commercial reasoning behind all investments and their governance arrangements were clear.]

### 6.3 **Update on the Training Strategy**

CHR presented an update on the training strategy. It was reported that some information had been presented by TAC on how the courses would be run. The hope was that more information would be forthcoming in due course.

ITV and S4C had jointly developed a journalism training scheme with the scheme expected to be published in August. The aim was also to create links with the T. Glynne Davies post-graduate Scholarship to ensure opportunities for scholarship holders to gain work experience with the BBC and ITV.

It was noted that consideration was being given to a range of options to ensure training with production companies and apprenticeship schemes within S4C and the sector.

A progress report will be presented to the Board in January.

### 6.4 **Update on the Diversity Strategy**

An update was given on the implementation of S4C's Diversity Scheme.

The Board noted the importance of ensuring that plans were developed to implement S4C's commitment to diversity within the organisation, within the sector and on-screen.

## 7. **Analysis Report, Q1 2018-19**

CE and AR presented the Analysis Report for Q1 2018-19 which was originally discussed by the Content Committee in its meeting on 19<sup>th</sup> July.

## 8. **Report from the Content Committee meeting held on 19.07.18**

**[Summary:** HJ presented a verbal report on the Content Committee with a discussion on some of the key matters from the meeting. Reference was made to a number of examples of programmes currently being produced.]

## 9. **Update – Llanisien Estate**

**[Summary:** An update was given on plans for the S4C buildings at Llanisien and some of the potential options were discussed. Following a discussion, a best option was agreed upon, subject to further viability work.]

## 10. **Minutes of the Partnership Board meeting between S4C and BBC Cymru Wales (the "JPB")**

The minutes of the JPB meeting were presented. It was noted that the meetings were positive and an opportunity to discuss and air important matters relating to the relationship between S4C and BBC Cymru Wales.

It was noted that a discussion had been held on the S4C and BBC Cymru Wales digital plans, and to seek further discussions with Cymru Fyw to ensure cooperation on the development of plans, and to avoid competition and duplication of services.

**[Summary:** The nature and status of the minutes and the requirements under the 2013 Operating Agreement and the 2017 Partnership, Funding and Accountability Agreement were clarified.]

## 11. **Financial Report for Q1 2018-19**

**[Summary:** SW presented the Financial Report for Q1 2018-19.]

It was noted that the VAT end of year review was ongoing and that an update would be given to the Board when HMRC had completed their work.

**12. Reports from the Committee Meetings**

It was noted that a report of the Commercial Board's work had been presented above under the report of the Chief Executive.

It was noted that the work of the Content Committee's last meeting had been discussed under the Content and Analysis Report above.

Members asked for an update on the S4C music strategy and AR replied that the process of ensuring cooperation with the collection societies, artists and labels for the use of music online was proving difficult.

It was noted that the last meeting of the Audit, Risk Management, Personnel and Remuneration Committee had been postponed since there were no further reports from Internal Audit to consider.

It was explained that a revised programme of work would be drawn up for the Board's consideration in the autumn.

**13. The past month's programmes**

A discussion was had on the past month's programmes.

OE noted that the work of considering how to measure the service's success was ongoing and that recommendations would be submitted in the autumn.

**14. Report on the Viewers Hotline, Complaints and Compliance**

A report on the Viewers Hotline was presented for information.

**15. Programme of Work 2018-19**

The Authority Board's Work Programme was presented for information.

**Committee Membership**

The Chair presented the following recommendation for the Board's committee membership.

Up until October 2018	From 1 <sup>st</sup> November
<b>Audit, Risk Management, Personnel and Remuneration Committee</b>	
Hugh Hesketh Evans (Chair)	Anita George (Chair)
Elan Closs	Guto Harri
Guto Harri	Rhodri Williams
Rhodri Williams	
Anita George	
<b>Content Committee</b>	
Huw Jones (Chair)	Huw Jones (Chair)
John Davies	Siân Lewis
Siân Lewis	Guto Harri
Guto Harri	Rhodri Williams

Rhodri Williams	
<b>Complaints and Compliance Committee</b>	
Rhodri Williams (Chair)	Rhodri Williams (Chair)
Hugh Hesketh Evans	Owen Derbyshire
Elan Closs	Anita George
Owen Derbyshire	
Anita George	
<b>Scrutiny and Relocation Committee</b>	
John Davies (Chair)	Rhodri Williams (Chair)
Hugh Hesketh Evans	Owen Derbyshire
<b>Commercial Board</b> (subject to the strategy and new arrangements)	
Hugh Hesketh Evans	Owen Derbyshire
Owen Derbyshire	Siân Lewis
Siân Lewis	

**The recommendation was approved.**

16. **Any Other Business**

No other business was discussed.