



S4C Authority Board Meeting Minute

28 June 2018, S4C, Llanishen, Cardiff

Meeting No. 418

Present:	Huw Jones John Davies Hugh Hesketh Evans Siân Lewis Elan Closs Stephens	(Chairman) (Member of the Authority) (Member of the Authority) - item 1-11 (Member of the Authority) (Member of the Authority)
S4C Staff:	Owen Evans Amanda Rees Elin Morris Gwyn Williams Steve Thomas Llion Iwan Rhidian Dafydd Catrin Hughes Roberts Phil Williams Bethan C. Williams	(Chief Executive) (Creative Content Director) (Director of Corporate and Commercial Policy) (Director of Communications) (Strategy and Policy Adviser) – items 7,9 (Head of Content Distribution) – item 10 (Project Manager for the Egin) - item10,12 (Director of Partnerships) – item 11 (Secretary to the Authority) (Assistant to the Secretary to the Authority)
Apologies:	Guto Harri	(Member of the Authority)

STANDING ISSUES:

1. **Welcome and Declaration of interest**

The Chairman welcomed all present to the meeting and asked for any member with an interest in the business of the meeting to declare their interest. No declarations were made.

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

2. **Minutes of Board Meeting 417** (held on 17.05.18)

The minutes of meeting number 417 were presented. The Authority approved the minutes.

3. **Matters arising from Minutes 417**

3.1.1 Diversity

The need to ensure that the 4 action points regarding Diversity are achieved promptly was noted, with an update to be presented to the Board.

Viewers' Evenings

Three new dates had been suggested, and Members were asked to indicate if the following dates and locations are convenient:

19th September - Welshpool;
27th September - the Lampeter or Newcastle Emlyn area; and
18th October - Llanbedr PS / Newcastle Emlyn or Llandudno.

Item 5.1.2 - S4C's Relationship with Ofcom

It was noted that a positive initial meeting had been held with Ofcom Wales to discuss formalising the statutory relationship. It was noted that the intention was for S4C to prepare a draft MOU for discussion with Ofcom Wales. The Chairman and OE's proposed meeting with Ofcom's chairman, Lord Burns, will be an opportunity to discuss the future of the relationship.

Wales Lottery

EM stated that Sterling had now completed the purchase of the Wales Lottery business.

4. **Action Points**

The Action Points were presented, and the following issues in particular were raised.

Item 20 – TAC / Training Scheme

[Summary: The issue of the TAC Training Scheme was raised. They had expressed a desire to cooperate with S4C at the meeting with the Authority in 2017. Specific discussions on the subject are underway.]

Item 23 – Archiving

[Summary: Members asked when they would be able to consider a proposed scheme with the National Library with respect to archive projects. Officers expect to report to the Authority in September. As well as working with the National Library to establish a Broadcast Archive, the topic of archiving includes the use of the S4C archive by production companies and the curating of the archive as part of S4C's digital strategy.]

Diversity Strategy

A question was asked about the plans for apprenticeships within S4C and an element of concern was noted that apprenticeships were considered as part of a diversity plan rather than a training strategy. OE noted that CW is now responsible for formulating S4C's policy in the field and that an update would be submitted to the Authority in due course.

5. **Chairman's Report**

The Chairman presented his report and referred specifically to the following matters.

Meeting with the Secretary of State

He reported that a useful meeting with the Secretary of State, Matt Hancock, had been held during the Hay Festival. GH was thanked for arranging the meeting. During the panel session, there was a question from the floor on broadcasting in Wales, and he had given a positive response.

Meeting with the Minister, Margot James

There had also been a constructive meeting with the Minister, Margot James. The Minister will be appearing before the Select Committee on the same day as S4C.

Appointments to the Board

[Summary: The confirmation of new appointments to the Board is expected soon and the announcement of re-appointments will follow shortly.]

The Welsh Affairs Committee

The Chairman and OE will be attending a meeting of the Welsh Affairs Committee shortly. The Chairman noted that the intention of the session is to discuss the Review of S4C and S4C's response. Euryng Ogwen will also give evidence to the Committee.

6. Annual Report 2017-18

A draft of the Annual Report 2017-18 was presented for the Members' attention.

It was noted that the report was based on a positive narrative of the year's performance, with comprehensive data sources to support the narrative. It presents an assessment of the performance of S4C's service on television and online, doing so in a long-term context to ensure that any year-on-year changes do not have an adverse effect on the performance of the service.

It is proposed that the report be laid before Parliament on July 16th and published on July 17th.

[Summary: There was a discussion about comparisons with other channels and it was suggested that the inclusion of a graph showing the comparisons should be considered if it could be presented in a simple way.]

The Board approved the draft report, delegating the authority to the Chairman to complete the document and to respond to any further comments received by the DCMS or the External Auditors.

7. A progress report on the structural issues arising from the Review of S4C.

PW presented an update on the structural issues arising from the Review.

It was explained that DCMS officials were keen to implement a number of the structural changes using primary legislation, but given the other topics on the Parliamentary timetable, S4C was unclear whether there would be an opportunity within the parliamentary timetable over the coming years to introduce legislation relating to S4C. S4C does not recommend using primary legislation to carry out the changes, and the progress report submitted to the Board sets out how the majority of the recommendations could be achieved by agreement between S4C and DCMS, rather than by waiting for legislation.

Recent discussions with DCMS officials had been positive, with the DCMS agreeing so far with S4C's suggestions on how to implement the recommendations.

It was noted that there were several issues where further discussions with the DCMS were needed, such as detailed questions about the number of members, the appointment process and the remuneration level of the board members, together

with arrangements for the appointment of the NAO as S4C's external auditors. It was also necessary to continue discussing funding questions, but the intention was to identify these as technical questions only for the time being. They are issues that will need to be considered further in due course when discussing the next spending review and the next Licence Fee settlement. There was no intention to continue to discuss funding questions at present.

The Board approved the update on the structural issues, stating that these issues should continue to be discussed with DCMS officials in order to submit a further update in July.

ST presented an update on S4C's plans in relation to partnerships, digital and commercial issues. It was noted that there would be a further opportunity to discuss the digital strategies and partnerships later in the meeting.

8. **Chief Executive's Report**

The Chief Executive presented his report and referred specifically to the following issues.

8.1 **Staff Questionnaire**

It was reported that a questionnaire had been drawn up to seek the views of staff on working at S4C. It was noted that the Board had been asking for the undertaking of such a questionnaire for several years, and OE was thanked for acting on the matter.

It was noted that the views of staff regarding the relocation to Carmarthen should be sought, and it was suggested that this could be done at the end of the process to receive feedback on the project, rather than as part of the staff questionnaire.

It was explained that the aim of the questionnaire is to find out the opinions of the staff at present, and to learn any relevant lessons, and then to assess the views of staff in one year, and at the end of the relocation project, to learn any lessons in the running of complex projects within S4C.

It was suggested that a question regarding the importance of working in a Welsh speaking workplace should be included and a question about the Authority Board and its role. It was noted that questions 47 and 48 were the same, and that they should be amended.

The Board approved the questionnaire with the above additions.

8.2 **Wales Lottery**

[Summary: OE presented a report on S4C's involvement with the Wales Lottery. The report considered the process of assessing potential investments and the method of assessing the regular performance of the investments.]

The new commercial strategy will be presented to the Authority in July.

8.3 **General pay rise for staff**

OE presented a report together with a recommendation regarding a general pay rise for S4C staff.

[Summary: It was explained that the BBC had agreed a package of pay increases and changes to the terms and conditions for staff with BECTU. Following a discussion, the Board approved the recommendation that was submitted for S4C. It was noted that the 2019-20 salary rise should be discussed with BECTU following the relocation.]

Members discussed adopting the aim of being a *real living wage* employer. It was noted that such a change would affect a small number of staff.

The principle was approved that S4C should adopt the aim of being a 'real living wage' employer, and therefore offer an annual minimum wage of £ 16,200.

9. **Programme Policy Statement Review for 2017/18 and the Programme Policy Statement for 2018/19**

AR and ST introduced the S4C Programme Policy Statement Review for 2017/18 and the S4C Programme Policy Statement for 2018/19.

[Summary: It was noted that submitting the Statement and subsequent Review to Ofcom is a statutory duty. Members discussed the documents and identified the need to highlight the importance of specific elements of the service: such as, the unique Welsh language coverage of live sports; the news service that presents stories from all parts of Wales; and the value of particular repeats and classic programmes from the archive. There was a need to refer to the areas that present challenges, such as content for teenagers and the attempt to connect with them, and to ensure that the factors that affect the performance of our programmes are clear.]

The S4C Programme Policy Statement and S4C Programme Policy Statement Review were approved by the Board, whilst authorising OE to complete the drafting following the Board's comments. The documents will be sent to Ofcom and published on the S4C website.

10. **S4C Digital Strategy**

[Summary: An update was presented about S4C's new digital strategy. Four options were proposed for the infrastructure and plans for the online platforms. S4C has to continue to maintain its own player at present and to update it regularly. It was suggested that discussions should continue with the BBC as to how the iPlayer team can assist S4C.]

Option 2 was approved for the Digital Plan, whilst indicating the need to continue to assess the affordability of the options in terms of S4C's ability to offer provision on a range of Smart TV platforms.

11. **Partnership Strategy**

CHR introduced the new Partnership Strategy. She explained that the new strategy was based on the strategic objective to attract viewers and the need to add value to S4C, and to work together where there are measurable outcomes for S4C. The strategy will focus on the areas of Welsh learners, education, children and young people.

The new strategy will focus on fewer partnerships but on ensuring that those partnerships provide distinct value for S4C. In due course it will be necessary to explain to many of the current and potential partners why S4C does not wish to continue in a partnership with them.

Following the discussion of the strategy, the Board approved the Partnerships Strategy, identifying the need to submit an action plan and priorities to the Board by September.

12. **Update on the Relocation and Co-location Schemes**

RhD submitted an update on the relocation plan.

[Summary: Much work had been carried out on the staffing work stream and an update was received on the recent proposal. The work included identifying risks within individual departments and the meeting discussed how to mitigate them.]

A temporary office will open on the Carmarthen campus on July 16th, which will allow staff who wish to do so to start working in Carmarthen before the move to the Egin.

It was noted that all staff transferring to the Egin will have moved by 24 September.

There were plans underway for the opening and launching of the Egin, including a launch for S4C and a launch by the University for the centre itself.

Construction work was continuing in line with the project timetable.

[Summary: An announcement is expected by the University on 16th July regarding the tenants who will occupy the Egin.]

Co-location financial plans

Members requested an update on the financial plans for the Co-location Project, and the only change noted was an additional £ 6,000 for archive costs. The BBC will update the financial model once the procurement process for archiving equipment has been completed.

The Llanishen estate

[Summary: It was noted that the feasibility work is continuing in relation to the options for the Llanishen Estate. Property consultants are assisting with the plans.]

An update and recommendation will be presented to the Board in due course as to the future of the Llanishen estate.

13. **Last Month's Programmes**

[Summary: There was a discussion about last month's programmes. There was praise for the coverage of the Urdd Eisteddfod in Builth Wells and for the series Y Fets which featured entertaining stories with strong personalities presenting them. The archive series Cic Lan yr Archif had appealed to a new audience, with positive responses to it being submitted to the Viewers' Hotline.]

14. **Viewers' Hotline Report and Complaints and Compliance Report.**

The viewers' Hotline report was presented for information.

[Summary: Members were informed of two complaints received recently. Officers are coordinating a response with the BBC for one in the field of news.]

15. **Work Programme 2018/19**

The updated Work Programme covering the work of the Authority until July 2016 was presented for information.

16. **Any other business**

No other matters were discussed.