



ALBA | CHRUTHACHAIL

## MINUTES

### Board Meeting 23 May – 10.00 to 14.00 Board Room – Waverley Gate

#### Present:

Robert Wilson (RW)	Chair
Iain Aitchison (IA)	Board Member
Ewan Angus (EA)	Board Member
David Brew (DB)	Board Member
Karen Forbes (KF)	Board Member
Cate Nelson-Shaw (CNS)	Board Member
Elizabeth Partyka (EP)	Board Member
David Strachan (DS)	Board Member
Karthik Subramanya (KS)	Board Member

#### Apologies:

Erin Forster (EF)	Board Member
Sheila Murray (SM)	Board Member

#### In Attendance:

Iain Munro (IM)	Acting Chief Executive
Ken Miller (KM)	Director, Communications (for item 6)
Hazel White (HW)	Open Change (for item 7)
Karen Lannigan (KL)	Director, Human Resources & Office Services (for item 7)
Clive Gillman (CG)	Director, Creative Industries (for item 9)
Ian Stevenson (IS)	Director, Finance (for items 10, 11, 12 and 13)
Lyndon Jones (LJ)	Minutes

	<b>Private Session – Board members only (no minute taken)</b>
<b>1.</b>	<b>Apologies</b>

	Apologies as noted.
<b>2.</b>	<b>Declarations of interest</b>
	DB – Board member of MG Alba DS – Director of Strategy, Tern TV EP – Lay Member of Court, Edinburgh Napier University
<b>3.</b>	<b>Minutes of the meeting – 28 March 2019</b>
	Minutes of the previous meeting had been circulated with the papers and were approved as an accurate record of the meeting. There were no matters arising.
<b>4.</b>	<b>Committee Minutes</b>
4.1	Screen Committee – Agenda 22 May and draft Minutes 19 March 2019.  The Committee Chair spoke to the agenda and updated on the most recent meeting that had been held on 22 May. The work with the partner agencies continues to develop. DS reported that the Project Board would evolve to Partnership Delivery Group meeting on a bi-monthly basis and DS would attend the meetings when diaries allowed. It was reported that EKOS were undertaking a business development support scoping study and will report its draft findings directly at the next Screen Committee.
<b>5.</b>	<b>Chief Executive Report</b>
	IM highlighted the key elements of his report. Fuller directorate updates could be found on the Board SharePoint. The contents of the report were noted with attention paid to the following:  The CTEEA Committee evidence session attended by IM and IS had gone well. The areas of discussion were wide-ranging, with much discussion on funding and subsequent press headlines reporting the challenges of funding needs. It had been indicated that Creative Scotland would be called back to provide further evidence later in the year.  The first Funding Review conversation had taken place on the 22 May in Dundee and had been well received. The inclusive and collaborative approach to conducting the conversations worked well and would be fine-tuned as necessary as the sessions progressed. Board members were invited to attend any sessions that they could. Further information on the next stage of the process will take place once all the sessions had finished and conversations had been collated.  Scotland’s Creative Industries Partnership (SCIP) was discussed. In order to evolve a refreshed approach to support the further development of the Creative Industries, a clear mandate and appropriate resources for CS would be required.

	<p>Scotland + Venice 2019 had been well received and congratulations were recorded for Charlotte Prodger, the curatorial team and project partnership, Chaired by Amanda Catto. It was noted that Robert Wilson and Iain Munro had attended the Biennale and S+V opening events and met with a range of country delegations. It was confirmed that Scotland 'Pavilion' had been an excellent and accessible venue in a strong location and the S+V team were exploring options along with the organisers of the Scotland+Venice architecture project to explore its potential for further biennales. Further information would be shared to the Board in due course.</p> <p>The successful recipients of the Create:Inclusion funding scheme would be announced today. There had been an exceptional level of demand and the team were ready to manage the disappointment of unsuccessful applicants. There had been strong external input throughout the whole process to give confidence and trust in the final decisions.</p> <p>The National Lottery 25<sup>th</sup> Birthday campaign was highlighted as a forthcoming celebration in the second half of 2019. There would be an event held in Scotland on the 20<sup>th</sup> June to begin promoting the Scottish successes. As the campaign progressed, Board would be kept updated.</p> <p>The CS Environmental Plan was highlighted, and it was requested that a member of the Board volunteer to join the Green Group and be the Board Champion.</p>
<p><b>6.</b></p>	<p><b>MSP survey – results and response</b></p>
	<p>KM joined for this agenda item.</p> <p>The Board were presented with an overview of the key findings resulting in the latest MSP survey conducted by Ipsos MORI between September and December 2018.</p> <p>The three key measures are, Familiarity with Creative Scotland, Favourability toward Creative Scotland and Advocacy of Creative Scotland.</p> <p>It was recognised that many results reflected the negative attention arising from the RFO decisions earlier in the year but there were some positive opportunities to pursue to ensure MSP's understand CS as a development organisation and the ways in which local communities that MSP's represent are supported.</p> <p>The next steps were to include within CS's Communication Plan a focus on MSP engagement in the autumn and refreshing communications around CS's role as a development organisation, advocacy for the sector and local communities and engagement in the strategic, funding and organisation reviews.</p> <p>The Board were supportive of the plan as a way forward. They requested that the full survey, with MSP respondents, be shared with the Board. It was also requested in general that the Board had the latest lines to hand around any issues in the public domain in order to ensure appropriate CS representation by Board members.</p>
<p><b>7.</b></p>	<p><b>Organisational Review</b></p>

	<p>HW and KL joined for this agenda item. It was agreed that IA would chair this item as a member of the Board Sub Committee.</p> <p>The Board noted that the overall change agenda covered culture, values, structures and operations and that the Acting CEO had been mandated by the Board, with Scottish Government support, to drive forward the programme of work. A discussion took place on the positive progress to date.</p> <p>There was a discussion on the executive leadership structure, and it was confirmed that the recruitment for a permanent CEO would commence shortly. The timescales for the successful applicant would work alongside the ongoing change programme.</p> <p>The Board agreed to progress with a smaller executive group, ensuring there was appropriate due diligence in relation to the process of change, timelines, costs and sensitivity to the existing senior leadership team.</p> <p>The Acting CEO would progress next steps with HR support.</p>
<b>9.</b>	<b>Creative Industries update and briefing</b>
	<p>CG joined for this agenda item.</p> <p>CG made a presentation to update the Board on the Creative Industries Strategy, progress to date, and future ambitions.</p> <p>The size, scale and nature of the Creative Industries was discussed, noting the sub-sectors and challenges for growth. The importance of the Creative Industries to Scotland's Economic Strategy was noted.</p> <p>The Board welcomed the presentation and progress to date and reinforced its appetite to have CS assert its leadership even more in this area.</p> <p>A plan on how best to do this was invited for future discussion.</p>
<b>10.</b>	<b>Screen Scotland update including Studio</b>
	<p>IS joined for this agenda item.</p> <p>It was reported that positive progress continues in all aspects of Screen Scotland and its work. Due diligence continues on the studio deal with the preferred bidder. The requirement for decision making outwith Board meetings was discussed to ensure swift progress can be achieved as necessary. The Board agreed that the 'approval process outwith meetings' be used to achieve this.</p> <p>The update was noted by the Board.</p>
<b>11.</b>	<b>Year End Financial update</b>

	<p>IS remained for this agenda item.</p> <p>The financial results for the 2018/19 year end were included with the papers, noting the GIA and National Lottery positions and timings of commitment versus cashflow.</p> <p>The Board noted the contents of the report.</p>
<b>12.</b>	<b>Touring Fund update and Budget</b>
	This agenda item was deferred to the July Board meeting.
<b>13.</b>	<b>YMI Formula Fund approvals</b>
	<p>IS remained for this agenda item.</p> <p>The Board were asked to approve two YMI Formula Fund awards relating to Glasgow City Council and Aberdeenshire Council which were above £500,000 and required Board approval, as per the delegated authority arrangements.</p> <p>The Aberdeenshire application was considered to require further development and would be reconsidered in July. It was noted that other applications under £500,000 had been returned for further development where it was felt necessary, in order to ensure appropriate use of the funding in delivering the YMI outcomes.</p> <p>The Board discussed oversight of the whole formula fund 33 applications and how best to approach that in future years.</p> <p>The Board agreed to approve the Glasgow application, with the revised Aberdeenshire application returning to the July Board meeting.</p>
<b>14.</b>	<b>AOB</b>
	<p>RW asked if the Board meetings scheduled for the 11<sup>th</sup> July could be brought forward to the 8<sup>th</sup> July. All agreed with the request and an earlier start of 9am. A further request to move the meeting on the 18<sup>th</sup> December was made. As the meeting is scheduled to coincide with the anticipated timing of the Scottish Government budget announcements, it is difficult to bring the meeting forward. It was therefore agreed that the meeting will move to January 16<sup>th</sup>, 2020.</p> <p>KS noted his apologies for the July meeting.</p> <p>LJ would send around an amended meeting schedule to all.</p>



08/07/2019