



ALBA | CHRUTHACHAIL

MINUTES / GEÀRR-CHUNNTAS

Board Meeting 9 July 2020 – 10.00 to 13.00 Via Teams

Present / An Làthair:

Robert Wilson (RW)	Chair
Ewan Angus (EA)	Board Member
David Brew (DB)	Board Member
Duncan Cockburn (DC)	Board Member
Stephanie Fraser (SF)	Board Member
Philip Long (PL)	Board Member
Sarah Munro (SM)	Board Member
Elizabeth Partyka (EP)	Board Member
David Strachan (DS)	Board Member

In Attendance:

Iain Munro (IM)	Chief Executive
Gary Cameron (GC)	Interim Director, Strategy (for item 5)
Clive Gillman (CG)	Director Creative Industries (for item 7)
Isabel Davis (ID)	Executive Director (for items 9 & 10)
Lyndon Jones (LJ)	Minutes

1.	Apologies and declarations of interest
	<p>There were no apologies.</p> <p>The Chair provided an update on the recruitment of further Board members. The process was currently on hold and would recommence in the spring of 2021. The skills matrix would be kept up to date to help scope the recruitment requirements for new members. It was also questioned if the hold also impacted on the young observer and additional membership of non-Board members to the committees. It was agreed that this would be followed up.</p> <p>Action: IM to discuss with Karen Lannigan</p>

	<p>Declarations of interest pertinent to this meeting:</p> <p>DC declared he was a Board Member of Aberdeen Performing Arts. DS declared he was a shareholder in Zinc and Trustee of Dunedin SM declared that she would stepping down as Chair of Scottish Contemporary Arts Network.</p>
2.	Notes of call of 16 June 2020
	<p>The notes of the previous meeting were approved as an accurate record.</p> <p>There were no matters arising not covered by the agenda.</p>
3.	Committee Updates
3.1	<p>A&R Committee Draft Minutes 4 June 2020</p> <p>The Committee Chair highlighted the agreement of the revised timing of the work of Audit Scotland, with an approach of asking the Board to sign off on the annual accounts in November, whilst keeping to the deadline for laying the annual accounts before Parliament by the end of the year. The Committee discussed consolidated accounts to cover both GIA and The National Lottery, and draft approach has been provided to Audit Scotland, to which they have raised some questions which will be worked through. The Committee has requested an audit check on financial controls systems during remote working as an additional piece of work. The Risk Register was discussed and the top 5 risks included on the agenda today. There was a request that the mitigation actions be included in further papers of the Summary Risk Register to the Board.</p>
3.2	<p>F&GP Committee Draft Minutes 10 June 2020</p> <p>The Committee Chair highlighted that since the meeting, approval had been given to the Targeted Budget. The meeting covered general updates and gave insight to wellbeing initiatives for staff during the current working from home period. The Estates strategy was being reviewed in light of the current situation. There had been a helpful presentation on Digital Transformation which positively updated on the impact the work was having on the organisation. The Committee has requested that the Digital Transformation Risk Register be shared with the A&R Committee for sight. There was a discussion on handling business activity as lockdown eases, which would require to be in line with Scottish Government guidance and have staff health and safety as the prime consideration.</p>
4.	Chief Executive Report
	<p>IM reported that the National Partnership for Culture has held its first meeting. Discussions with the Partnership Chair had recognised the need to carefully understand the relations between the group and CS. A request for observer status was being made. The Board observed potential gaps in the membership of the Group, particularly in respect of heritage and the historic environment.</p> <p>The full report from the Independent Economic Advisory Group had been shared with the papers and SG were due to formally respond by the end of July. The RFO Chairs sessions had been completed with a thank you to Board members for their participation. Both the Chair and IM reflected that the meetings had</p>

	<p>been well received with a clear request for more. It was clear from the meetings that the role of Local Authorities was also key to many of the issues organisations faced.</p> <p>The EDI report highlighted the EDI Advisory Group to be established. The Board were asked to feedback on the best format and information to be provided for the detailed EDI agenda item being planned for the next meeting. SM has currently been conducting a similar piece of work and would be happy to share that material with CS. The CS Budget Letter has now been received, confirming overall planning assumptions. One budget line to note was the reduction in the YMI budget and relaxation on the p6 target. All Local Authority recipients had now received communication on the change.</p> <p>The paper noted that Audit Scotland requested to attend and observe the Board meeting and F&GP Committee in September. There was also an update on the current situation with Strident who are seeking leave to appeal the Competitions Appeal Tribunal (CAT) decision. CS continues to take legal advice and more will be reported back to the Board as appropriate.</p> <p>The Board were asked to note the dates of the next staff induction and to make LJ aware if they wished to join. Also, it was requested that the data protection training be completed by all Board members.</p> <p>It was noted that it was the 90th birthday of Richard Demarco and there would be some external media to mark the occasion.</p> <p>There has been a request from Clare Baker MSP for a meeting, to be accompanied by Tracy Brabin MP, Shadow Secretary of State for DCMS, and Ian Murray MP, Shadow Secretary of State for Scotland.</p>
<p>5.</p>	<p>Draft Creative Catalyst Programme proposal</p>
	<p>GC joined for this item.</p> <p>The original purpose of the draft paper was to propose the unlocking of extra resources to support the needs of the sector, however the UK Government announcements made over the weekend had a significant bearing on the approach. The focus of the paper maintained a proposed two-year programme to stabilise the sector and provide support to adapt to a new future. Prior to the UK Government announcement of the cultural support package and Barnett Consequentials, the Scottish Government had announced £10 million to support performing arts venues. Draft objectives are to address issues of solvency, protect jobs, and increase commissioning opportunities for freelancers. Eligible RFO's would be supported through a targeted application process of up to £750,000 per application by the end of July, and all others through an open application process through August. Speed was required and FST would be involved in the development of the process.</p> <p>Concerns about Local Authority funding were discussed, recognising the importance of Local Government as important partners in ensuring provision across the whole of Scotland. CS would continue to seek productive partnerships and longer term strategic approaches with LA's in this complex environment.</p>

	<p>The announcement of the UK Government package of £1.57 billion, with £97 million coming to Scotland through consequentials would be discussed with the Scottish Government to inform their decisions on its use. The £97m was for culture and heritage and early indications were that this would all be grant funding and would need to be distributed 'in year'. It was a significant sum but it was already clear that demands on it were likely to mean that it would not be possible to meet everyone's needs or expectations.</p> <p>The proposed Creative Catalyst programme was welcomed by the Board, recognising the need to support people directly, as well as organisations, and to both stabilise the current situation and provide options to adapt to a changing future. The need to ensure EDI was at the heart of all CS does, was reinforced. The role of Screen could be expanded in the paper to highlight the social and cultural value. The digital reach of all artforms was noted. It was also suggested that strategic thinking around young people could be highlighted within the paper.</p> <p>The challenge of in year spend were discussed and options to help address it.</p> <p>GC was thanked for the paper. Updates would be provided to the Board as discussions with the Scottish Government progressed.</p>
6.	Annual Plan 2020/21
	<p>This agenda item was deferred for revision in the light of the funding developments of the last few days. A small group of the Board were suggested to work with GC on shape the plan in light of new funds. Members were asked to put themselves forward if they would like to be involved.</p>
7.	Creative Economy Proposal
	<p>CG joined for this agenda item.</p> <p>The paper proposed the strengthening of CS's role within the Creative Economy, making sense of the strategic landscape and alongside essential partners such as the Enterprise Agencies and Universities. The paper identified the challenges and steps to be taken and acknowledged the complexities of the creative economy.</p> <p>The Board discussed the challenges and opportunities noted in the paper, recognising that this was an evolution of the work undertaken to date. There was a need to ensure CS was understood as a development organisation in the creative economy, building its profile and relationships in this regard, and not be misunderstood as just a funding organisation for the arts and screen. It was noted that CS has been invited to speak with the Board of the South of Scotland Enterprise Partnership.</p> <p>Particular opportunities have been identified in relation to design, music and publishing which were discussed by the Board. It was agreed that a plan to progress next steps would be brought to the next Board meeting, including on resourcing.</p>
8.	Risk Register – 5 Top Risks
	<p>The summary of the five top risks were noted. It was agreed that the summary would include risk mitigations in future papers. A full discussion on the detailed Risk Register would take place at the September meeting.</p>

9.	Screen Scotland Update, including Studio
	<p>ID joined for this agenda item.</p> <p>The paper highlighted that some of the initial COVID-19 restrictions had relaxed to enable remedial works on the building to begin again. International demand for studio space was continuing and live discussions with prospective clients were progressing. This was in anticipation of production activity being able to recommence as soon as possible, subject to appropriate Government approved safety guidance and production protocols being in place, which were being worked on with the British Film Commission and Scottish Government. The building scale was helpful to enable filming and social distancing to be achievable and workable.</p> <p>The Board thanked ID for her update.</p>
10.	Screen Terms of Reference (ToR)
	<p><u>Screen Committee and Partnership Delivery Group</u></p> <p>The Chair of Screen Committee highlighted the need to be able to evolve the ToR to reflect the partnership working. The Screen Committee would concentrate on Corporate Governance matters and the Partnership Delivery Group would focus on delivery of priorities. The Board were asked to approve the approach and ToR's.</p> <p>There was a request to clarify the position of MG Alba in relation to the new ToR as they were reflected in the existing ToR. It was agreed to address that outwith the meeting.</p> <p>The Board approved both sets of ToR's, subject to resolving the wording on MG Alba, with circulation of final ToR's to all by email.</p>
11.	Any other business
	There was no AOB.
12.	Date of next meeting
	The date of the next full Board meeting was scheduled for the 25 th September. It was agreed that an update call would be scheduled during August, date options would be circulated to Board members.

