



ALBA | CHRUTHACHAIL

NOTES

BOARD MEETING 24 April 2020 – 0900 to 1000 Via Teams

Present:

Robert Wilson (RW)	Chair
Iain Aitchison (IA)	Board Member
Ewan Angus (EA)	Board Member
David Brew (DB)	Board Member
Duncan Cockburn (DC)	Board Member
Karen Forbes (KF)	Board Member
Stephanie Fraser (SF)	Board Member
Philip Long (PL)	Board Member
Cate Nelson-Shaw (CNS)	Board Member
Elizabeth Partyka (EP)	Board Member
David Strachan (DS)	Board Member

Apologies:

Sarah Munro (SM)	Board Member
Karthik Subramanya (KS)	Board Member

In Attendance:

Iain Munro (IM)	Chief Executive
John Campbell (JC)	Digital Transformation Director (for item 3)
Lyndon Jones (LJ)	Notes

1.	Apologies
1.1	Apologies were noted from Karthik Subramanya and Sarah Munro.
1.2	Declaration of Interest
	No new declarations related to business items on today's agenda.

2.	Previous Notes
2.1	Notes of the meeting 7 April were approved, clarity on Sarah Munro joining the meeting having accepted the invite. Action: LJ to clarify
2.2	Matters arising RW and IM reported back on the telephone call with the Cabinet Secretary. It was a positive call with focus given to the new £100 million fund package and the request for CS to work with the other agencies to help shape it for the creative sector, which would be discussed as part of the agenda today. The Board recognised that the value of the creative sector and negative impact of COVID-19 needs ongoing acknowledgement. The impact on creative organisations which receive funding via local authorities was discussed. It was noted that the majority of arms-length external organisations (ALEO's) have put their staff into furlough. Action: IM to contact Maureen Mallon at OSCR who has been looking at the impact of ALEO's during the crisis.
3.	COVID 19 – Business Continuity update
3.1	Bridging Bursaries JC joined for this agenda item. IM noted the extremely positive response to the reopened Arts Bridging Bursaries. Additional funding from SG and the Freelands Foundation had doubled the budget. Demand was high and the scheme would close today as publicised. The Screen Bridging Bursary continued to run in parallel and would remain open whilst there continued to be available budget. The payments to successful applicants from the first round were now going out within the four-week timescale of the scheme. Some unsuccessful applicants had written to complain, with some taking to social media to express their unhappiness. These were being investigated along with Directors sampling applications and decisions for Quality Assurance as part of the audit process. IM explained some of the reasoning for unsuccessful applications. JC gave an overview of the data analytics live from the system. The Board were impressed with the capabilities of the system and expressed support for continuing to develop the use of the system for future funding programmes.
3.2	Open Fund The basis of the £7.5 million fund was sustaining individuals and organisations in the context of COVID-19. So far there had been 46 individual applications and 24 applications from organisations, amounting to just over £400k in requests for each strand. IM also noted that there were still a significant number of live OPF applications in the system which had been submitted prior to the lockdown. Panels were in place to complete the process for those applications. Some negative feedback on the complexity and length of the new Open Fund application process had been received. It was noted that it had been a quick

	<p>adaptation of the previous OPF guidance in order to get the funds in place swiftly and would be reviewed after three months. Part of the review would explore digital solutions to the process, which would also require testing to be being carried with external users.</p>
3.3	<p>New 100 million funds</p> <p>SG has announced that they will launching three funds in the coming week totalling £100 million. £34 million will be run via Local Authorities and aimed at newly self-employed people. The other two funds of £20 million aimed at small creative, tourism and hospitality businesses and £45 million for pivotal enterprises would be run through the enterprise bodies with support from CS and Visit Scotland. The applications process will be digitally supported by an external supplier to help deal with the high volumes anticipated. It was noted that the remaining one million pounds had been included in the CS Arts and Creative Bridging Bursary fund.</p> <p>The new funds are due to be opened next week with an ambition for the money to be processed the following week. CS would continue to input to the development of the new schemes but decision making lay with the enterprise bodies, with support from CS and VS as appropriate.</p>
3.4	<p>Impact Analysis</p> <p>CS was continuing to capture and analyse the impacts of COVID-19 to inform the ongoing response and discussions with Government. Different scenarios were being modelled and further information was being captured from the sector.</p> <p>Whilst this work was ongoing, IM reported on the actions undertaken to date. Firstly, to heavily promote all the Government support mechanisms available to the sector; secondly, to provide flexibility over current grant commitments; and thirdly, to repurpose funding to respond to the new context. Concerns about National Lottery income were discussed, which continued to be quite volatile. Whilst meaningful, the measures to date would not fully address the needs of the sectors, particularly for the medium to longer term. The business case demonstrating the need for significant new resources would be brought to the May Board meeting for discussion.</p>
4.	<p>Any other Business</p>
	<p>The Board was asked to note that along with the impact analysis work, attention was returning to the strategy and funding review work which had been taking place prior to the lockdown. The approach to the Annual Plan would be to view it in two six-month periods to enable a pragmatic response to the uncertain circumstances of the year ahead. Proposals would be brought to the May Board meeting for approval.</p> <p>IM noted that Kenneth Fowler would return from his SG secondment at the end of June. There would be an opportunity to formally recognise the significant contribution that Ken Miller has continued to make in covering the Director of Communications role.</p> <p>The Board were also reminded that as part of their legal requirements they would need to complete the Data Protection training which was issued in March.</p>

	<p>Action: LJ to send out link to Board members.</p> <p>IM reported that letters had been received from SCAN and FST. SCAN had welcomed the Covid-19 support measures to date, however, were looking for CS Board leadership in speaking to the needs of the Visual Arts sector. IM would be speaking with the Chief Executive of SCAN to discuss it further. FST were looking for greater speed and clarity of response in support of the Theatre and Dance sectors. IM had agreed to speak to the Chief Executive and Joint Chairs of FST to gain a better understanding of their concerns. Further information would be fed back to the Board. DB offered his assistance with the FST conversations as appropriate.</p> <p>RW wished to express the thanks of the Board to the breadth of work that IM and the team were undertaking in such challenging circumstances and requested that be fed back to the Management team and wider staff. It was agreed that RW would send a note of thanks to all staff for their ongoing work. (post meeting note: it was agreed that RW would record a video message)</p>
<p>8.</p>	<p>Date of next meeting</p>
	<p>It was agreed to hold another virtual meeting on the 7th May at 9am for an hour.</p>

Rebecca Wilson

APPROVED