



ALBA | CHRUTHACHAIL

MINUTES

Board Meeting 21 May 2020 – 1000 to 1230 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
Sarah Munro (SM)	Board Member
Elizabeth Partyka (EP)	Board Member
David Strachan (DS)	Board Member
Karthik Subramanya (KS)	Board Member

Apologies:

Cate Nelson-Shaw (CNS) Board Member

In Attendance:

Iain Munro (IM)	Chief Executive
Gary Cameron (GC)	Interim Director of Strategy
Alastair Evans (AE)	Head of Knowledge and Research
Ian Stevenson (IS)	Director of Finance
Lyndon Jones (LJ)	Minutes

1.	Apologies and Declaration of Interests
1.1	Apologies were noted.

1.2	There were no new Declaration of Interests or any related to the business on the agenda.
2.	Previous notes
	Notes from the Board call of the 7 th May were approved as an accurate record of the call.
3.	Committee updates
3.1	Draft minutes – Audit and Risk Meeting 5 March 2020 Committee Chair reported that it had been a regular meeting with mainly routine business. The internal audit reports were given a satisfactory result. Approvals were given to the delegated budget authority paper. The meeting also discussed future audits and asked Audit Scotland to plan how to conduct an audit whilst working within the current Covid-19 environment.
3.2	Draft minutes – Screen Committee 12 May 2020 Committee Chair reported that the main focus of the meeting was governance and partnership responsibilities as there is currently a cross over between the role of the Screen Committee and the Partnership Delivery Group. New members of the Committee had now joined and undertaken their induction. The Committee were looking at proposals to ensure the best solution to deliver the objectives of Screen Scotland and ensuring all partners are accountable. The Board were asked to endorse the proposed way forward with a proposal returning to the July meeting for discussion and approval.
4.	Chief Executive Report
	IM reported on the highlights of the report. The Sector Group (COVID-19) meetings were productively continuing and enabling information sharing between Scottish Government, Creative Scotland and the Sector Bodies Representatives. The composition of the group takes into account the need to ensure wider sectoral interests are represented. It was noted that the report also included the breadth of communications around the Accountable Officer role that sits in a public body landscape during that current COVID-19 situation. In addition to the information contained in the report on the outcome of the Competitions Appeal Tribunal, the Board were asked to note that there was a subsequent meeting arranged between the Chair, the respective Chairs of the Committees, IM and IS after the meeting today to discuss potential next steps in relation to recovery of expenses. Work on the longer-term organisational change programme continues, albeit adapting to the changed environment. Digital transformation remains central to delivering the business improvements required, and supporting wider cultural change across the organisation.

	<p>An update on the Scotland & Venice section was that the Architectural Biennale was postponed for this year, and the impact and next steps were being discussed with the Partnership Board. Further information would be provided in due course.</p> <p>A request was made to the Board to join the work underway on proposals to strengthen CS role in supporting the Creative Economy; PL agreed to join the discussions.</p>
5.	COVID-19 Sector Impact Analysis
	<p>GC and AE joined for this agenda item.</p> <p>The paper provided an update to the Board on the impact of the COVID-19 situation on the arts/creative sector. The work was formed via three interrelated pieces of work: the Weekly Impact briefings collated through conversations with the sector; Risk and Resource Analysis, data modelling of lost income and organisational resilience for 121 RFOs and 92 regular recipients of OPF; and information coming out of the returned submissions from the Regular Funding Survey and other sector surveys. The picture was stark on the risks to the sector and supported the case for additional resources, pointing to a combination of resources required for further stabilisation measures, together with development activity to adapt to a new future. The approach is to support investment in a new future, as opposed to 'rescue' funding to replace lost income.</p> <p>The Board discussed the risk management position and were keen to keep an overview of the whole picture. The importance of Local Authority involvement in the wider recovery was stressed. GC confirmed that CS was looking at co-ordinating with LA's on the approach. Whilst acknowledging that organisations were continuing to access various current emergency funds available, questions were also asked on how close organisations were to insolvency. It was clear that there needed to be robust data underpinning the case for investment. Scenario modelling had initially been based on three options, no income for first six months, 50% income for the second six months and no income during the year. The scenarios were being refined as more information became available. The importance of the sector to the wider economy should be included in the overall picture and wider advocacy of the value of the sector would increasingly be required.</p> <p>The Board thanked GC and wider team for the work. A further update would be provided in due course.</p>
6.	Annual Plan 2020/21
	<p>GC remained for agenda item and IS joined.</p> <p>The purpose of the paper was to seek Board support of the approach, principles and overarching priorities for the 2020/21 annual plan. The paper proposed working in two six months periods to allow for review halfway through the year and adapt to changing circumstances as they unfold.</p>

	<p>The Board agreed with the proposals, and requested the plans include a timeline on deliverables to monitor progress and manage risks. The pressure on finances should be strongly highlighted.</p> <p>Communications were discussed and the need to ensure regular messaging.</p> <p>The proposal was to publish the plan late June, with details being discussed at the next F&GP meeting.</p>
7.	Budget 2020/21
	<p>IS remained for this agenda item and updated the Board on the position of the outstanding budget areas for finalisation, taking into account the current COVID-19 context. National Lottery income was proposed to be lower than previously projected, impacting the targeted element of the budget. This was also set in the context that the budget allocation letter had not yet been received from SG.</p> <p>The Board received assurance that EDI was included as a key area. Provision for the Touring Fund was also discussed.</p> <p>Income from the National Lottery would continue to be monitored on a weekly basis and updates would be provided at forthcoming F&GP Committee meetings. The F&GP Committee would also review the detail of the targeted budgets for inclusion in the overall Annual Plan.</p>
8.	YMI Funding Approvals
	<p>The Board were asked to approve the two YMI formula fund awards for music tuition in schools above Executive approval level. These were for Aberdeenshire and Glasgow City Council and the Board noted that the quality of content in the applications had improved since last year.</p> <p>The Board approved the awards.</p>
9.	AOB
	<p>It was agreed that a one-hour Board call would be put in place for 16th June at 10am to keep updated on developments. LJ would send around a Teams invite.</p> <p>It was noted that it was time for the Annual Register of Interests to be updated. These would be forwarded to the Board for action.</p> <p>The Chair wished to acknowledge that this would be the last formal Board meeting of IA, KF, CNS and KS. He thanked the Board members for their sterling contribution to the work of Creative Scotland.</p>
	Post Board meeting

IM and IS thanked the Board Chair and the Chairs of F&GP and A&R Committees for agreeing to remain on the call to discuss the options to recover expenses arising from the recent Competitions Appeals Tribunal outcome.

The options and context were fully discussed and it was agreed to seek input from SG on the options, given the requirements on CS as a Public Body in the use of public funds. It was also suggested that there should be a public statement around the approach for clarity.

It was agreed to discuss the way forward once the input from SG had been received.

Rebel Wilson

Approved