



ALBA | CHRUTHACHAIL

## NOTES

### BOARD MEETING 7 May 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
Karen Forbes (KF)	Board Member
Stephanie Fraser (SF)	Board Member
Philip Long (PL)	Board Member
Sarah Munro (SM)	Board Member
Cate Nelson-Shaw (CNS)	Board Member
Elizabeth Partyka (EP)	Board Member
David Strachan (DS)	Board Member
Karthik Subramanya (KS)	Board Member

#### Apologies:

Duncan Cockburn (DC)	Board Member
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#### In Attendance:

Iain Munro (IM)	Chief Executive
Lyndon Jones (LJ)	Notes

<b>1.</b>	<b>Apologies</b>
1.1	Apologies were noted from Duncan Cockburn.
1.2	<b>Declaration of Interest</b> No new declarations related to business items on today's agenda.
<b>2.</b>	<b>Previous Notes</b>
2.1	Notes of the meeting 24 April were approved as an accurate record of the meeting.
2.2	<b>Matters arising</b>

	<p>IM updated the Board on correspondence from SCAN and FST. Roundtable meeting with SCAN has been organised for the 13 May. IM will be joined by Joan Parr and Amanda Catto with leaders of the SCAN membership with the discussion around the case for culture in the Covid-19 exit strategy. Additionally, IM, Joan Parr and Ken Miller joined an FST membership call on 1 May to discuss the needs of the Theatre Sector and the overall response to the current lockdown. More engagement will follow but it highlighted sector need for significant financial support is high.</p> <p>Similar to their investment in CS Bridging Bursaries, it was noted previously that the Freelands Foundation was considering investment across the rest of the UK. It was noted that the funding was being routed via Artists Network in England rather than ACE.</p> <p>RW informed the Board that he would be recording a message to staff on behalf of the Board, to go out next week.</p>
<b>3.</b>	<b>COVID 19 – Business Continuity update</b>
3.1	<p><b>Update on new funds</b></p> <p>The Arts and Creative Bridging Bursaries had closed on 25 April as planned, completing both phases. The Screen Bridging Bursaries continued to remain open. Payments from phase one had been completed and the payments out of the second phase were now being processed. IM shared the current position of the funds with the Board and proposed that any underspend should be transferred to the individual strand of the Open Fund. Initial discussions had taken place with the Culture Team at SG, and the proposal was being worked through to secure their agreement.</p> <p>An update on the Open Fund was provided, noting that so far, 80 individual applications had been received and 41 from organisation. The volumes were steady and it was anticipated that people were taking time to prepare their plans to take account of the Covid-19 context.</p> <p>The three new funds totalling £100m were summarised. IM explained that CS was actively seeking to influence the delivery and decision making of the £20m Creative, Tourism and Hospitality Enterprise Hardship Fund, and the £45m Pivotal Enterprise Resilience Fund. Both funds were being led by the Enterprise bodies, co-ordinated via Scottish Enterprise. The £34m Self-Employed fund was being processed via Local Authorities. Demand was particularly high in the Pivotal Fund, which had been paused to take stock and process the applications already received.</p> <p>IM also updated on National Lottery income planning following a meeting with Distributors, Camelot, the DCMS and Gambling Commission. Camelot has been remodelling its business operation to strengthen online sales. This has enabled them to stabilise the initial negative impact of the lockdown period and would continue to provide regular future income forecasts. It was noted that a clearer position should be possible in June and meantime CS will review and revise current budget planning to ensure appropriate prudence in the 2020-21 budget. Further information would be discussed with the Board at the meeting on 21 May.</p>
3.2	<b>Impact Analysis</b>

	<p>IM recapped the initial measures in place to support the sector at this time, including flexibility on current funding arrangements, signposting where there was support from UK and Scottish Governments, and the introduction of the Bridging Bursaries and the refreshed Open Fund. A review of existing data was ongoing, and information continued to be gathered from the sector on ongoing impacts. Live questionnaires were currently with all RFOs to provide an up to date picture, with support from CS Knowledge and Research Team where appropriate. Lead Officers were also recording updates into a central portal.</p> <p>The analysis would be brought to the May Board meeting and discussed with the sector development group to help inform the case for investment to be submitted to the Scottish Government.</p>
3.3	<p><b>Studio Update</b></p> <p>General interest in aspects of the economy that can recover quickly out of the current lockdown are being analysed, and the Studio is considered to be a major part of the opportunity in the Screen Sector. Initial building works had necessarily been paused due to Scottish Government guidance but would be restarted as soon as possible once the SG guidance changed and permitted it.</p> <p>International production interest remains high and discussions are live with production clients who are keen to utilise the studio as soon as practically possible once restrictions are lifted.</p> <p>Practical business arrangements were in place to enable swift progress to be made and ensure flexibility and responsiveness to the needs of production clients. There was a discussion on the potential impacts and risks of long-term restrictions being in place as a result of Covid-19.</p>
3.4	<p><b>CTEEA Culture and Tourism impact enquiry</b></p> <p>IM shared that the CTEEA Committee had invited written submissions on the impact of Covid-19 on the Creative and Tourism Sectors. It was also reported that the Cabinet Secretary had been invited to give evidence to the Committee on 21 May. CS has also been requested to provide a written update to the Committee on a monthly basis.</p> <p>The Board noted the need for significant new resource to safeguard the future of the sector. This would be discussed further at the May Board meeting.</p>
<b>4.</b>	<b>Any other Business</b>
	<p>IM reported the outcome from the recent Competitions Appeal Tribunal decision in response to the case raised by Strident Publishing. The Board was asked to note that there are some financial implications that now needed discussed in relation to the scope for recovery of CS costs, given CS is a public body and operates within its Framework Agreement with the Scottish Government, and the Scottish Public Finance Manual. It was agreed that the Board delegate the decision on how to proceed to the Board Chair and Chairs of the Audit &amp; Risk and Finance &amp; General Purposes Committees. The Board would be updated in due course.</p>

<b>8.</b>	<b>Date of next meeting</b>
	Next full Board meeting 21 May 10am - 2pm  Practical meeting arrangements and duration were discussed.  LJ would send around a Teams meeting invite containing all the details.

Rebel Wilson

Approved