

MINUTES

**Board Meeting
16 February 2023
10.00 – 13.00
Creative Scotland Board Room
Waverley Gate**

Present:

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| Robert Wilson (RW) | Chair |
| Malath Abbas (MA) | Board Member |
| Yahya Barry (YB) | Board Member |
| David Brew (DB) | Board Member |
| Duncan Cockburn (DC) | Board Member |
| Stephanie Fraser (SF) | Board Member |
| Philip Long (PL) | Board Member |
| Carol Main (CM) | Board Member |
| Elizabeth Partyka (EP) | Board Member |
| David Strachan (DS) | Board Member |

Apologies:

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| Sarah Munro (SM) | Board Member |
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In Attendance:

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| Iain Munro (IM) | Chief Executive |
| Isabel Davis (ID) | Executive Director (for items 5 & 6) |
| Anne Langley (AL) | Executive Director, Operations (for items 7 & 8) |
| Clive Gillman (CG) | Director, Creative Industries (for item 7) |
| Dana McLeod (DM) | Executive Director, Arts, Communities and Inclusion (for item 8) |
| Amanda Catto (AC) | Head of Visual Arts (for item 8) |
| Lyndon Jones (LJ) | Minutes |

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| 1. | Apologies and declarations of interest |
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| 1.1 | Apologies from Sarah Munro. It was noted that Sarah had been awarded an MBE in the New Years Honours, the Board extended their congratulations. |
| 1.2 | New declarations of interest / relevant to the agenda Both SF, DC and CM noted new interests, but these were not relevant to the agenda, and would be recorded on the Board Register. A request was made that the revised Code of Conduct and its requirements for declarations should be reviewed through the A&R Committee in March. This Board agenda item would be renamed Declaration of interests relevant to the agenda. |
| 2. | Previous Minutes / Notes |
| 2.1 | Board meeting – 1 December The minutes of the meeting were agreed as an accurate record and were approved. |
| 2.2 | Board call – 19 December All agreed these were an accurate record of the call, and were approved. |
| 2.3 | Board call – 26 January All agreed these were an accurate record of the call, and were approved. |
| 3. | Committee updates |
| 3.1 | Audit and Risk Committee minutes – 17 November (verbally reported to the Board on 1 December) No further questions were received from the Board following the verbal update at the 1 December meeting. The minutes were formally noted. |
| 3.2 | Screen Committee agenda – 16 December The Committee spent time at the meeting focussing on the Risk Register and discussing the risks above Committee appetite. The Committee also held a detailed review of the Management Accounts and analysed the impacts on them from the SG budget delays. The Committee Annual Report was presented, reviewed and approved for submission to the Board. A review of the Committee Terms of Reference would also form part of a forthcoming Board meeting. The meeting also discussed the ongoing need for wider policy understanding in the overall screen sector. The planned BBC reduction in regional opt-out hours was discussed, as was the Channel 4 decision to pursue more in-house productions and the potential effects on regional programmes. |
| 3.3 | F&GP Committee agenda – 8 February The Annual Report of the Committee and Terms of Reference were discussed and approved, again, these would be presented to a future Board meeting. Budgets formed a major part of the discussion, with an additional meeting of the Committee set for 15 March to review the detailed operational plan and budget for 2023/24. In reviewing the Management Accounts, the Committee noted that National Lottery income was stable, which was reassuring given overall budget pressures. Smarter working updates are a regular item on the Committee agenda and at this meeting, members discussed the approach to flexible working and the physical and digital solutions required to deliver CS business. On future Digital strategy, the |

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| | Committee noted the evolution from transformation to business as usual, and an update would form a future F&GP Committee agenda item. |
| 4. | Chief Executive Report |
| | <p>The Board discussed the current budget position. The Parliamentary vote on the budget would take place next Tuesday and all noted there is an active sector and Unions campaign to have the budget decision reversed. Connected was the UK wide Campaign for the Arts petition calling for the reversal of the cuts. The Board was also updated on the current RFO budgetary concerns, alongside their current year position. The current internal reporting mechanisms provided an escalation process to record organisations dealing with urgent financial issues, which were reviewed and shared with SG for awareness. Another Audience Intentions Survey was underway and would be reported and published in May.</p> <p>The proposal to have the Cabinet Secretary attend part of the next Board meeting remained, which would give an opportunity for the Cabinet Secretary to set out the SG vision for Culture and the expectations of Creative Scotland in supporting its delivery. Members would also be keen to have a dialogue on the value of the sector and levels of budget support. It was agreed to have a core brief for the Board on current position and possible future opportunities and issues. All understood this was an important opportunity for collective dialogue and required to be constructive.</p> <p>Various SG policy consultations were discussed and it was agreed to ensure drafts were shared with the Board to include member's views in the final submissions. This would continue going forward. Various operational updates were provided to the Board, with a note that there would be online Data Protection training circulated for all to complete. The increase in Audit Scotland's fees was discussed and whilst noting the scale of the increase, there is no negotiation process.</p> <p>All noted the date of the all-staff meeting, with an open invite to Board members.</p> <p>The Board thanked IM for his report.</p> |
| 5. | Screen Scotland Report |
| | <p>ID joined for this agenda item.</p> <p>The breadth of the ScSc report was noted by the Board and various items had been noted through item 3.2. The Board requested an update on the current position of the Edinburgh Film Festival, Filmhouse and Belmont. The bidding process for the Filmhouse building had now closed and was being progressed privately through the Administrators. The discussions with the International Festival Board and Management continued in relation to the 2023 Film Festival offer. Skills development was firmly a key priority, with Screen Education curriculum development work progressing well under pilot approaches.</p> |
| 6. | Screen Approval – TALENT DEVELOPMENT – Short Circuit / Jump Cut Crew |
| | ID remained for this item. |

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| | <p>The Board were asked to approve an award of £622,088 to Short Circuit the ongoing and successful film talent development programme, continuing to build on the strong results from previous years.</p> <p>The Board approved the award.</p> |
| 7. | Multi-Year Funding – status update and approach to decision making |
| | <p>AL and CG joined for this agenda item.</p> <p>The purpose of the paper was to provide the Board with a status update of the MY process, including a review of the core principles in the light of SG budget decisions. The Board was invited to offer views on how best to be involved in the detailed development of the process, whilst also noting regular updates were standing items on Board meeting agendas. The process timelines as currently planned were discussed, seeking to ensure a balance of appropriate due diligence without unnecessarily protracted timelines. The staged process previously agreed by the Board was a direct response to feedback from the funding review.</p> <p>It was agreed to form a sub-group of the Board to input to the detailed design, with DC, DB, YB and EP volunteering. All agreed that the process required full clarity on approach, timing and decision making, ensuring that strategy leads the decisions and that this is clear through communications. Given the expectations on budget pressures versus demand, clear communications and management of expectations would continue to be required.</p> <p>Arrangements to meet with the Board sub-group would be discussed and brought back to the relevant members.</p> |
| 8. | Scotland + Venice |
| | <p>AL remained and was joined by DM and AC for this agenda item</p> <p>AC provided an update to the Board on how S+V had been developed and evolved over time. The Architecture Biennale would be progressing this year as planned but ahead of the 2024 Contemporary Art Biennale, the Board was asked to consider approaches to the project; to continue with a similar format, be paused for a period of reflection and review, or explore an alternative form of delivery for 2024.</p> <p>The considerable successes of both the Architecture and Art Biennales were recognised, and the options discussed extensively. However, in the current financial and planning context, it was considered necessary to pause on the next edition of the Art Biennale in order to review the current model of delivery, and to consider the project’s position within the wider scope of international opportunities. The need to consider the project’s environmental credentials and ensure it is ethically and sustainably delivered in the future, was also recognised.</p> <p>The Board discussed the value of the venue, due to its central, fully accessible location, and a desire not to lose it whilst the review is carried out. It was agreed CS would look to retain the venue and pursue options for its use during the period of review.</p> <p>Targeted communications would be carefully handled to ensure the decision is well understood and doesn’t lead to unnecessary sector concerns. The review will</p> |

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| | include sectoral consultation, as well as exploring opportunities for artists and sector engagement in the 2024 Biennale. It was agreed an update would be brought to the March meeting. |
| 9. | Any other business |
| | IM noted that he wished the Board to have a more visible and engaged presence in the sector and would be scoping opportunities for events, and other opportunities, including holding Board meetings at venues across Scotland. Initial ideas would be developed and brought to the March meeting. |
| 10. | Date of next meeting |
| | 30 March 2023 10.00 – 14.00 Waverley Gate |

Rebecca Wilson

Approved