



Scottish **Arts** Council

Confidential
S/CA05m1

Creative Arts Committee

**Minute of Meeting Held on
18 October 2005 at 10 am
Versailles Suite, Caledonian Hilton Hotel**

Present:

John Mulgrew	Chair
Jane Jeffrey	Vice Chair
Carol Dunbar	
Lynda Graham	
Philip Long	
Katherine Pearson	
Ben Twist	Chair of Capital Committee

In Attendance:

Ian Brown	Ian Brown Consultancy (observer)
-----------	----------------------------------

Staff in Attendance:

Graham Berry	Chief Executive
Jim Tough	Deputy Chief Executive, Director of Arts
Morag Arnot	Director of Planning and Communications
Amanda Catto	Head of Visual Arts
Aly Barr	Literature Officer
Caroline Docherty	Head of Planning and Research
Iain Munro	Head of Capital
Chrissie Ruckley	Education Officer
Fiona Sturgeon	Head of Audience and Organisational Development
Carol Warner	Arts Development
Pat Hymers	Executive Manager
Irene Watson	PA to Chief Executive (Minutes)

1. Apologies for Absence and Declaration of Interest

- 1.1 The Chair welcomed Jane Jeffrey as the new Vice Chair of the Committee and also Ian Brown, as an observer, who was conducting the Review of the Review of Funding.
- 1.2 Apologies for absence were received from Colin Greenslade, Bob Grieve, Iain MacAuley and Douglas Gifford. The Chairman reminded members to declare any interests at any stage during the meeting if they considered it appropriate.

2. Minutes of Meeting held on 11 November 2004

- 2.1 The Minutes of the meeting held on 11 November were approved.
- 2.2 The Chairman asked the Chief Executive to update on the cultural commission report and debate in parliament.
- 2.3 The Chief Executive reported that the debate had been inconclusive. The Minister had indicated she wanted less bureaucracy and mentioned that after discussions with SE officials had been advised that a cultural policy statement was scheduled by mid December covering:-
 - actions they are going to take
 - issues they would like to pilot or test, e.g. national box office
 - a third more discursive and consultative section.
- 2.4 Key issues to be looked at would be:-
 - national collections (galleries, libraries, archives) and how they could work more collaboratively
 - national companies and a criteria for what could be regarded as national
 - development work.
- 2.5 The Chief Executive confirmed that we would be working closely with the Scottish Executive between now and the publication of this policy statement.

3. Six Monthly Review of Corporate Plan

- 3.1 The Head of Planning and Research explained that the papers presented were really internal documents which allowed a review of progress against aims and objectives in the corporate plan. She said that there was more emphasis now on evidence and targets. The artform and cross council activity strategies were the main drivers. This seemed to be a good time to prepare six month reports as it allowed committees and council the opportunity to give feedback on the report and advise what kind of information they would find helpful.
- 3.2 Department Heads gave short presentations highlighting:-
 - Key activities undertaken by their departments
 - Notable successes of their core funded organisations.
 - Any generic issues which will impact on their planning scenarios
 - Collaboration between the artform departments and other cross-council departments, eg audience development, international

4. Strategic Review

- 4.1 The Director of Arts explained the background to the strategic review which had started with discussions on a national network, becoming the 20:20 vision and then the strategic review. The ecosystem metaphor had evolved from this and this was explained as inter-relationships between departments.
- 4.2 There had been joint Council/Committee workshops over the last year and Council had agreed that the status quo was not an option. Optimum, standstill and reduced funding scenarios were being prepared.
- 4.3 The Director of Arts advised that the intention was for a public launch of an optimum scenario, probably in late November, at a CFO day which the Council Chairman would attend. The optimum scenario would be a detailed business case providing an opportunity to make a strong, evidence based and realistic case.
- 4.4 The Director of Planning and Communications explained the process involved in the strategic review and distributed packs containing
- key assessment criteria
 - assessment template which officers will use to assess their organisations
 - a copy of the application pack issued to organisations
 - Process Timeline
- 4.5 The committee discussed a number of points which they felt required clarification. The major points were:-
- What is the role of the committees in the process
 - What process would be used to ensure that Committees could make their judgement
 - Concern about tight timescale
- 4.6 The role of lead officers and departmental heads was explained. Committee was informed that to help them make recommendations they would receive
- Each artform sector scenario: optimum, standstill and reduced scenarios
 - A spreadsheet with the impact of these scenarios on the different CFOs with recommendations of essential, important or partial.
 - An overview paper of cross council departments, eg Audience and Organisational Development, Education and Capital which may be encompassed into one document.
- 4.7 At the November decision making meetings, Committees would be asked to do the following:
- Check the coherence of artform scenarios
 - Test proposals where CFOs sit with each scenario
 - Comment on scenario/prepare feedback to Council (ie commentary for Council's thinking and ratification of CFOs placement.
- 4.8 Committee was informed that Group Heads were trying to balance the information Committees received and that we were aiming for a balanced portfolio using the scenario framework to identify priorities

- 4.9 Committee noted that Council would be relying on good guidance from them and would want to be confident that the process has been properly interrogated by the Committees.
- 4.10 There was a suggestion that to help reduce the work load on committees the cross cutting scenarios could be decided by Council. It was acknowledged that there was some merit in this and Group Heads would be looking at corporate scenarios. However it was stressed that Council would have to be assured that everything had gone through a valid evaluation process.
- 4.11 A CD Rom containing the applications from all CFOs for each committee would be sent out to all members next week. The CD should be treated as confidential. It was pointed out that CFOs might lobby individual members of Committee and if this did happen it was recommended that they did not get into any discussion but refer them to the Scottish Arts Council.
- 4.12 It was agreed that Group Heads would look at the possibility of increasing the time for Committee discussion by extending the November meeting or organising an additional meeting.
- 4.13 Committee confirmed they were satisfied their role was clear but agreed that members of committee not at this meeting should be encouraged to attend the next one.

5. Equalities

- 5.1 The Director of Arts explained that this paper gave some background to Scottish Arts Council work in these areas which had increased over the last few years. It would form part of a briefing document on cross council policy development which would come to committees in the future. Other areas would include creative industries and Gaelic policy,

6. Any Other Business

- 6.1 It was confirmed that cross-council strategies would be incorporated in the scenarios. The CFO assessments would be mapped against the criteria for the three aims and officers undertaking assessments were able to discuss issues with their colleagues in education, audience development etc.

October 2005