

MINUTES OF BOARD MEETING: 13th December 2011

11:00am Tuesday 13th December 2011

Northern Ireland Screen, Alfred House, Belfast

Present: Richard Hill (Chair), Brian McMahon (Vice Chair), Maurice Hayes, Tim McKane, Kate Smith, Roger Austin, Mairead Regan, Anne Cormican, Terry Loane

In attendance: Richard Williams (CEO), Linda Martin (Head of Finance), Moyra Lock (Head of Marketing), Áine Walsh (Head of ILBF), Bernard McCloskey (Head of Education), Elsie Brown (Operations Manager), Linda McGuinness (Financial Controller), Marie Shivers (minutes)

Apologies: Ruth McCance, Peter Quinn, Philip Morrow, James Penny, Andrew Reid (Head of Production)

There were no conflicts of interest raised by members of the Board.

1.0 Chairman's Opening Remarks

1.1 The Chair reported on a number of meetings with Ministers, including OFM/dFM and Edwin Poots. He had accompanied the DCAL Minister on a tour of the Paint Hall. The CAL Committee had visited the Game of Thrones set at Banbridge, and Sammy Wilson MLA had visited the set at Magheramorne. All had been very supportive of our role in the sector.

1.2 The Chair had met with Rotha Johnston at the BBC Trust and Chris Patten to discuss the BBC's document 'Delivering Quality First'. Maurice Hayes had also met with Mr Patten as part of the BBC Chair's consultation exercise.

1.3 The Board recruitment process was still ongoing. The Chair noted that the interview stage should be concluded before Christmas, with the approval and notification of new members completed in early January.

1.4 The Chair also noted that Mo had won an International Emmy, and our Marketing Team had received the Chairman's Award at the recent CIM Ireland Marketing Awards. The Chair asked that congratulations be passed to Mary McGlinchey.

2.0 Minutes of the Board meeting of 20th September

2.1 The minutes of the Board meeting on 20 September were agreed and signed.

2.2 CEO noted that the action points were completed.

3.0 Management Accounts to end November 2011

- 3.1 In James Penny's absence, the CEO updated the Board on the recent Finance and Audit Committee meeting, confirming that the Committee was content with the accounts. He noted that the majority of funds available in 2011-12 were committed.
- 3.2 The Board approved the accounts.

4.0 CEO's Report

- 4.1 CEO reported that supported production was steady: The Keith Lemon project was continuing filming in Belfast and Ballyclare; Game of Thrones had wrapped in Northern Ireland and filming will be completed in Iceland this week. Negotiations with HBO will begin in the New Year for Series 3. Three new dramas (Privates, The Fall and Blandings) will begin filming next year.
- 4.2 The Ulster-Scots Broadcast Fund Investment Committee had recently met and had discussed the possibility of issuing a call for drama projects and agreed a policy framework for the support of digital projects. The CEO noted that funding for the USBF had been pulled back from the original plan to commit £2m within the first year. This would ensure the quality of projects received is not jeopardised and would alleviate the pressure put on broadcasters to find sufficient broadcast slots and match funding.
- 4.3 Good news was received from the Education and Training Inspectorate regarding their inspection of organisations involved in the Wider Viewing Strategy. The Inspectorate was positive about the quality of this review, and a successful and satisfactory outcome had been achieved. The Chair congratulated the education team for this excellent result.
- 4.4 The construction of the new studio space in Titanic Quarter was underway, and all reports indicate that it is on schedule for completion on time.
- 4.5 The Chair wished Áine Walsh well for her forthcoming maternity leave, and noted that Roisin Kelleher would cover this position on secondment from the BBC.

5.0 DCAL Review of Creative Industries

- 5.1 The CEO summarised this document and asked the Board for their views on a suitable response. The Board welcomed DCAL's interest in the Creative Industries and supported its wish to provide a more joined up government approach. However, the Board thought further consideration might be given to how to ensure that the framework had a relevance for the creative companies that make up the sector.
- 5.2 The Board agreed that the CEO outline the success of the screen industry in Northern Ireland Screen's submission to the CAL Committee Enquiry into the Creative Industries, including reference to television drama tax credits.

6.0 Risk Register

6.1 CEO tabled the Risk Register which had no notable additions.

6.2 The Risk Register was approved.

7.0 PI Report

7.1 The PI Report was received by the Board. The only notable issue was the large-scale production target will be missed due to an increase in the amount of funding awarded to Game of Thrones. This matter had been previously reported.

8.0 Committee Updates

Investment Committee

8.1 Issues already discussed. Nothing further to add.

ILBF

8.2 Maurice Hayes updated the Board on recent ILBF business and wished Áine Walsh well for her maternity leave.

Ulster-Scots Broadcast Fund

8.3 The CEO updated the Board on recent developments noting that one USBF programme had transmitted; one was to be aired soon, with more to be completed during the Spring.

Education Policy Working Group

8.4 Roger Austin noted that during his 7 years on the Board significant achievements in education had been made. He noted the excellent news that FilmClub was to be greatly expanded; funding, with more to come; secondly, that Mark Reid, BFI, recently attended an Education Policy Working Group meeting and was very impressed by the way Creative Learning Centres operated. He noted that the learning centres are unique to Northern Ireland, and urged us to nurture them.

8.5 Roger said it had been a pleasure to have worked with the Board.

Finance and Audit Committee

8.6 The Vice-Chair updated the Board on the morning's Finance and Audit Committee meeting. He reported that Internal Audit had flagged up some limitations with the information provided by individual Board members and asked Board members to diligently complete the self appraisal documents.

Skills Panel/training

8.7 Mairead reported that feedback from the Belfast Media Festival had been very good. The event may be held over two days in 2012 and the Committee will meet in February to discuss this.

8.8 Colm Murphy had been appointed the new Director of the Skillset Media Academy replacing Sarah Edge.

8.9 The re-licensing process is currently going ahead, but Skillset are not participating at the moment. The process of relicensing the Northern Ireland Media Academy will begin soon.

8.0 Any Other Business

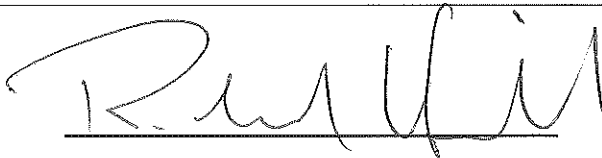
8.1 The Chair thanked all outgoing members for their contribution over the last few years.

9.0 Date of Next Meeting

9.1 The next Board meeting will be held at 11am on Tuesday 13th March 2012.

<i>Point</i>	<i>Detail</i>	<i>To be action by</i>
5.2	Submission to CAL Committee	CEO
8.6	Board Member Appraisal Forms	New Board

Signed:



Date:

