

MINUTES OF BOARD MEETING: 13th March 2012

11:00am Tuesday 13th March 2012

Northern Ireland Screen, Alfred House, Belfast

Present: Richard Hill (Chair), Brian McMahon (Vice Chair), Maurice Hayes, Tim McKane, James Penny, Michael Catto, Adeline Dinsmore, Jennifer Johnston, Michael Kuhn, Fiona MacMillan, Aódán MacPóilin, Laurence McKeown, Ian Parsley

In attendance: Richard Williams (CEO), Linda Martin (Head of Finance), Andrew Reid (Head of Production), Moyra Lock (Head of Marketing), Roisin Kelleher (Acting Head of ILBF), Bernard McCloskey (Head of Education), Elsie Brown (Operations Manager), Marie Shivers (minutes), Arthur Scott (DCAL)

Apologies: None

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

1.0 Chairman's Opening Remarks

- 1.1 The Chair welcomed the new Board members and looked forward to advancing the success of screen industries and Northern Ireland Screen in the coming years.
- 1.2 The Chair reported on some recent successes, namely: funding to expand FilmClub to 338 extended schools with the DCAL Minister attending the first launch event at City Hall; Oscar-mania surrounding The Shore and Terry and Orlagh George's return to Northern Ireland; and useful conversations with OFM/dFM on supporting a high end television drama tax credit. These, along with pre-production and commencement of filming on a number of projects in Fermanagh and Belfast, have been the highlights since our last meeting.
- 1.3 He also noted that the DETI Minister had accepted a request from Northern Ireland Screen to provide her with a briefing on the screen industries in Northern Ireland.
- 1.4 The Chair and CEO gave evidence to the CAL Committee regarding Northern Ireland Screen's submission on the creative industries.

2.0 Appointment of new Committee members

- 2.1 The Chair set out his proposals for Committee membership. These arrangements were approved.

3.0 Minutes of the Board meeting of 13th December

- 3.1 The minutes of the Board meeting on 13 December were agreed and signed.
- 3.2 Matters arising would be discussed during the course of the meeting.

4.0 Management Accounts to end February 2012

4.1 James Penny updated the Board on the recent Finance and Audit Committee meeting, noting that the loss on the accounts related to maintenance costs for the Paint Hall authorised at the start of the financial year, and that cash-flow for the Ulster-Scots Broadcast Fund had been re-profiled during the year.

4.2 The Board approved the accounts.

5.0 CEO's Report

5.1 CEO highlighted the most significant points in his report, referencing the importance of The Fall as a potential returning network drama series; noting that he was optimistic that negotiations regarding Season 3 of Game of Thrones would be successful but stressing that Season 4 would depend on the UK introducing a tax credit for high end television drama. The Board agreed that we must ensure that there is widespread understanding of the importance of the tax credit.

5.2 He further noted that while Julian Fellowes' Titanic drama was not secured for production in Northern Ireland, Northern Ireland Screen has supported a number of Titanic related projects to mark the centenary year, and would promote these projects along with the new Titanic Studios at a launch event at MIP.

5.3 He also noted the importance of Aim High, the modern apprentice scheme; that Northern Ireland Screen was working hard to support the Creative Industries Innovation Fund (CIIF); that the Creative Learning Centres are losing significant expertise with the stepping down of Marty Melarkey and Vine Haugh; and that the Studio On move to the Ulidia building was progressing smoothly.

5.4 CEO provided a brief background to the Invest NI Evaluation for new Board members and reported that it was progressing slowly.

6.0 Risk Register

6.1 The Board reviewed the Risk Register. The CEO outlined the position with regard to the Paint Hall and indicated that he believed the transfer of responsibility would be completed by the end of the financial year.

6.2 The Board considered the outstanding correspondence arising from the last VAT inspection and agreed that the issue should be more clearly presented on the Risk Register.

6.3 The Risk Register was approved.

7.0 PI Report

7.1 The Performance Indicator Report was reviewed by the Board.

8.0 Committee Updates

Investment Committee

- 8.1 Andrew Reid updated the Board on recent projects. The Chair welcomed Michael Kuhn, Mike Catto, James Penny and Tim McKane onto the reformed Committee.

ILBF

- 8.2 Maurice Hayes updated the Board on recent ILBF business. He raised the issue of measuring the value of investment in digital media projects, and the Board asked the Executive to look at an appropriate framework for measuring the value of investments in digital media. The Chair welcomed Aódán MacPóilin onto the Committee.

Ulster-Scots Broadcast Fund

- 8.3 The CEO updated the Board on recent developments noting some procedural difficulties in setting up a smooth and effective process for the Fund. The Chair welcomed Ian Parlseay onto the USBF Committee as Chair.

Education Policy Working Group

- 8.4 Bernard McCloskey updated the Board noting the Education and Training Inspectorate's positive inspection of the organisations involved in our Wider Viewing Strategy. The Chair welcomed Adeline Dinsmore as the new Chair and Jennifer Johnston as a new member of the EPWG.

Finance and Audit Committee

- 8.5 James Penny reported that internal audit reviews highlighted no significant issues. The Chair welcomed Brian McMahon as the new Chair and Adeline Dinsmore, Fiona MacMillan and Laurence McKeown as new members.

Skills Panel/training

- 8.6 The Board no longer has a Board member on the Northern Ireland Skills Panel, but the Chair asked that the Board still be informed appropriately about training matters.

9.0 Any Other Business

- 9.1 The Board noted its concern regarding DCAL's wish for potentially overly prescriptive media handling protocols.
- 9.2 The CEO undertook to provide an update on developments at the BFI.
- 9.3 The Chair informed new Board members of the need to undertake On Board training. Marie will send the details and arrange.

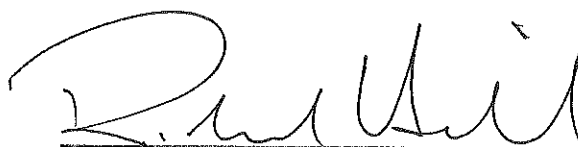
9.4 The Chairperson updated the Board on the progress of the outstanding matters in relation to the CEO's pay award and the legal advice which he had sought in relation to the obligations of Directors under the 2006 Companies Act. He will report progress to the next meeting.

10.0 Date of Next Meeting

10.1 The AGM and next Board meeting will be held at 11:00am on Tuesday 26th June 2012.

<i>Point</i>	<i>Detail</i>	<i>To be action by</i>
1.3	Meeting with DETI Minister	Marie to diary/Chair, CEO
6.2	Add VAT to Risk Register	Head of Finance
8.2	Develop Digital Content measurement framework	CEO
8.3	Board Training	New Board members

Signed:



Date:

26/6/12