

## **MINUTES OF BOARD MEETING: 15<sup>TH</sup> March 2011**

**11am Tuesday 15<sup>th</sup> March 2011**

**Northern Ireland Screen, Alfred House, Belfast**

**Present:** Richard Hill (Chair), Brian McMahon, Tim McKane, James Penny, Maurice Hayes, Philip Morrow, Terry Loane, Peter Quinn

**In attendance:** Richard Williams (CEO), Andrew Reid (Head of Production), Linda Martin (Head of Finance), Áine Walsh (Head of ILBF), Bernard McCloskey (Head of Education), Elsie Brown (Operations Manager), Rosalie Flanagan (DCAL Permanent Secretary), Arthur Scott (DCAL – Observer), Marie Shivers (minutes)

**Apologies:** Roger Austin, Mairead Regan, Ruth McCance, Kate Smith, Anne Cormican, Moyra Lock (Head of Marketing)

James Penny noted a conflict of interest regarding the discussion of Below the Radar.

### **1.0 Chairman's Opening Remarks**

1.1 The Chair reported that his meeting with the DETI Minister had gone well and that a better conclusion with a greater degree of understanding was reached.

1.2 Positive comments had been received from the Chair of the CAL Committee indicating the committee's supportive of our work and what we are trying to achieve.

### **2.0 Minutes of the Board meetings of 14 December 2010 and 17 January 2011**

2.1 The minutes of the Board meetings on 14 December and on 17 January were agreed and signed.

### **3.0 CEO's Report**

- 3.1 CEO noted that we did not have clarity on the level of Invest NI funding for 2011-12. He hoped this would be received soon.
- 3.2 CEO had met all the Third Party Organisations impacted by reduced funding. No further discussions had since taken place.
- 3.3 CEO noted that Northern Ireland Screen had submitted a request for increased funding to the Arts Council, with a decision to be made at their next Board meeting in late April.

### **4.0 Risk Register**

- 4.1 The issues surrounding the Paint Hall are the current main risk. The problem over the lease has a knock on effect with the repairs needing to be undertaken as soon as possible to ensure HBO will return for Series 2. Urgent decisions need to be made and funds released to enable the essential priority work to be carried out in advance of HBO's possible return at the beginning of April. In the interim, the Paint Hall is to be closed up until such work is carried out.

*James Penny left the meeting for the following discussion.*

- 4.2 CEO made the Board aware of a recent complaint regarding a funding award to Below the Radar. The correspondence was circulated. The Board is to be kept informed.

### **5.0 PI Report**

- 5.1 The Board agreed the report.

### **6.0 Operating Plan**

- 6.1 Subject to confirmed budget, the Board approved the draft Operating Plan.

## **7.0 Committee Updates**

### Finance and Audit Committee

- 7.1 James Penny reported on the latest Committee meeting, flagging up the issues surrounding the Paint Hall and updating the Board on the VAT issue. The Management Accounts to end January 2011 and the Budget for 2011-12 had been agreed, subject to confirmation of income levels.

### Ulster-Scots Broadcast Fund

- 7.2 The Chair informed the Board that the USBF Investment Committee had recently met and had agreed to fund 7 projects. 41 projects had been received, only 11 of those with a broadcaster attached. The Chair advised of the interim members of the Committee and reiterated the aims and objectives of the Fund.

### Irish Language Broadcast Fund

- 7.3 Well covered in CEO's Report. Next Investment Committee will take place on 21 March. No further points to add.

### Education Policy Working Group

- 7.4 Timing for the 21<sup>st</sup> Century Literacy event happening this next year is still under discussion. No further points to add.

### Investment Committee

- 7.5 A number of meetings had been held and projects funded in recent months. The Chair thanked the executive for their work on these projects. No further points to add.

### Skills Panel/training

- 7.6 An event took place in February at Stormont which had been very useful and beneficial to the creative industries. No further points to add.

*CEO and Executive left the meeting*

### **8.0 CEO'S Remuneration**

- 8.1 The Chair updated the Board on this issue. A DCAL submission is currently with DFP. It is hoped a reply will be received soon.

### **9.0 Any Other Business**

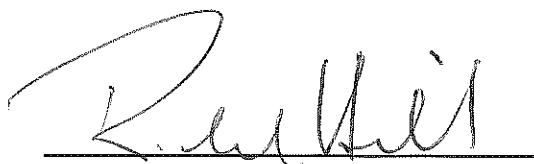
- 9.1 No other business arose. The meeting was closed

### **10.0 Date of Next Meeting**

- 10.1 The next Board meeting will be held at 11am on Tuesday 28<sup>th</sup> June 2011.

<i>Point</i>	<i>Detail</i>	<i>To be action by</i>	<i>Update</i>
4.1	Urgently address issues relating to the Paint Hall	CEO	Work in progress

Signed:



Date:

