



Draft Minutes of the meeting of the Board of Trustees
Held on: Monday 08 February 2021 at 2.00PM via Zoom

Present: Stephen Lacey, Chair (SL), Anne Barclay, Treasurer (AB), Barbara Chalmers (BC), Mandy Green (MG), Frank Hayes (FH), Lucy MacLeod (LM), Catriona McGhie (CM), Davie McMillan (DM), Julian Watson (JW).

In attendance: Rebecca Coggins (RC), David McDonald (DMcD), Maggie Broadley (MMB),

Apologies: Karen Brownlie (KB) Tabi Mudaliar (TM)

1. Welcome and Apologies

- SL welcomed Barbara Chalmers who has just joined the Board of Trustees.
- Apologies received from KB and TM.

2. Minutes of last meeting

- Draft minutes were circulated in advance to DGU Trustees, DGU team and observers.
- Trustees agreed these were an accurate record of the Board meeting held on 14 December 2020.
- Minutes proposed by CM.
- Minutes seconded by LM.

3. Matters arising

- Any matters arising will be covered by agenda items.
- Minutes of DGU Board meetings will be uploaded onto DGU website / Trustees page from this meeting onwards.

4. Declarations of Interest (specific to agenda)

- No expressions of interest.

5. Chair's report

- Congratulations to Zoe Bestell, who performed at DGU's Circuit event, for appearing at Celtic Connections this year (2021).

- SL highlighted recent publication of Scottish Government's interim draft budget.
 - Discussion followed regarding writing a formal response from DGU copied to D & G Council elected members and MSPs with specific reference to further Covid-19 emergency support for the creative sector.
 - Trustees agreed in principle but would await to hear the outcome of Creative Scotland's planned talks with the Scottish Government on further support for the creative sector.

SL & DM will monitor and progress a draft letter for Board's approval before actioning.

6. Treasurers Report

- Treasurer's report was forwarded in advance of the meeting.
- Positive balance in the account as expected. DGU received 3 payments since last meeting.
- Noted grant payment lodged last year from THT in respect of youth involvement in Royal Highland Show is included in the balance - awaiting further guidance re Covid.
- Bank of Scotland - Trustees signatures.
2 new signatories plus a 3rd required in anticipation of AB stepping down from DGU Board at the next AGM.
SL, LM & FH agreed to act as signatories. ***AB to organise paperwork.***

7. Together Again Season (TAS)

- DGU/ADD's proposal and email communication from Ian Barr (IB) forwarded in advance of the meeting.
- DMcD - reviewed headlines and explained background and development work undertaken by DGU through discussions with IB and Rebecca Coggins (RC). DGU Board and pARTners group consulted and approved DGU's recommendations.
- Board discussion around IB's comments and raised the following concerns:
 - **Amount of award:** Lower level of award for organisations would discourage applications. Noted that smaller organisations often contract freelance creative producers/technical support.
 - **Timing of spend:** with the continuing doubts around an early lifting of restrictions, the requirement to deliver within a shorter time frame was seen as of particular concern.
 - **In person delivery only:** important to retain flexibility and build in future proofing by including digital delivery. Important to acknowledge that many organisations found innovative ways of successfully delivering online and had benefited from this. CM quoted positive example.
- **Unanimous agreement from the Board to recommend:**
 - Setting upper award of £2k to organisations

- Re-consider wording to include creative freelancers as well as creative practitioners.
- Extending the period of event delivery/expenditure of award.
- Including online delivery as well as in person delivery of events/festivals.

DMcD to feedback to IB; a meeting is already in the diary to discuss next steps.

8. Arts Development Director's report

- DMcD's Report was forwarded in advance of the meeting.
- **Creatives Unlimited**
 - Programme Manager's Report & Creative Producer's Report complete.
 - CS End of project report to be completed by 19th February.
 - CS support continues to be flexible and understands delivery and timing issues around Covid restrictions. A draft application to Creative Scotland for a second year of Creatives Unlimited will be completed by end of March 2021.
- **RAF**
 - All checks completed by D & G Council - 23 applications received one of which has subsequently been withdrawn.
 - JW & DMcD sitting on RAF panel on behalf of DGU this year with RC as D & G Council representative - MMB recording panel decisions.
 - RC: Thanks to SL Chair / Vice chair for taking part in video clip to promote this year's RAF.
- **Events Tourism Working Group Meeting**
 - DMcD attended a previous meeting - the group includes representatives from the Major Festivals and Events signature events cohort and other interested parties. South of Scotland Destination Alliance (SSDA) were invited to provide an update. Useful to share and discuss at pARTners meeting.
 - AB attended SSDA meeting last week - umbrella organisations can also promote their members.
 - RC: membership of Visit South West Scotland also includes rights to membership of SSDA.

DMcD will keep under review and report back.

- **Email from DGU member** - request to share his question/concerns with DGU Board.
 - Why is so much of council support closed to smaller business who do not pay business rates? Sole traders also miss out as businesses without premises.
 - There was a general discussion around this issue which had been included in DGU's submission the Culture, Tourism, Europe and External Affairs Committee's inquiry on the impact of Covid-19 on Scotland's Culture and Tourism sectors.

DMcD will continue discussion with the DGU member and signpost to further support.

9. Membership Officer proposal for new model

- The proposal was forwarded in advance of the meeting. SL proposed an open discussion but for Trustees to make a decision under agenda item reserved items.
- RC confirmed that the new model had no implications in terms of Service Level Agreement with D & G Council.
- Decision to be made under reserved items.

10. Creatives Unlimited

- **MMB Update**
 - Working on the end of project report has highlighted the success of moving Creatives Unlimited programme online. The programme and responses of participants and supporters provides a strong base for the second-year application to CS.
 - **Platform Film (5 mins):** showcasing the creative excellence of creative practitioners and organisations across the region, reflecting geographic and art-form spread.
 - **DGU Promo Film (3 mins):** Highlighting DGU's strategic role across the region, focusing on key partnerships and beneficiaries of its support (to include Creatives Unlimited programme).
 - **E-booklet:** showcase the creative resourcefulness, forced unique approaches and unplanned good news stories that have come out of the pandemic.

11. Membership and Communication

- MMB & DMcD overseeing key immediate tasks. DMcD responding to emails, enquiries, new members, website and Ebulletins. MMB providing admin support and updating social media platforms.

12. pARTners Group

- DMcD update - main discussion at the most recent meeting was in relation to IB's comments on the Together Again Season. Group members comments reflect those made by Trustees at today's meeting.
- AB re-iterated the value of the pARTners group, particularly in term of networking which also translates into partnerships between its members.
- Noted that a replacement pARTners representative on DGU's Board will be required when AB's tenure ends in December

13. Report from D & G Council

- RC updated on impacts of 2nd lockdown including:
 - Museums and Galleries all closed with staff re-deployed.

- Cultural Strategy - intended to be discussed at Committee in April but ongoing issues with Covid have meant an extended timeline for delivery of an action plan
- D & G Council Committee business continues:
 - Communities Committee meeting tomorrow to include the Major Events and Festivals Strategy, incorporating the interim strategy (which includes Together Again Season).
 - Shifting emphasis from economic and tourism benefit to community benefit.
 - D & G Communities Events Fund to be launched in March which can also support arts projects.
 - D & G region-wide Communities Fund also offers support to culture and tourism projects - supported by Windfarm monies.
- Visual Art and Craft Makers Awards for the South of Scotland area received 19 applications. Panel to meet 22nd of February - DGU has advisory role.
- RC stated that DGU's Service Level Agreement will be extended for one year from 1 April 2021. It was felt that this was the best approach to ensure continuity of service. The impact of the pandemic has not allowed the necessary processes for drafting a three-year agreement. DGU board members thanked D & G Council and RC for their continued valuable support.

14.AOCB

- **DGU Membership**
 - Register of DGU members is available, GDPR - password protected. Contact with Members via DGU Comms email only. ***DMcD will forward the list with password.***
 - Mapping of membership? Details of location and art forms included in list of Members. Would be interesting to see a visual representation / illustration of membership spread.
 - SL: DGU will undertake another membership survey this year.

15.Date of next meeting

- Doodle poll - MMB End March/beginning of April.

16.Reserved Items

- All observers left the meeting.