

**Moray Economic Strategy
Arts & Culture Stakeholder Group Meeting
Wednesday 26th of November 2014, 9.00 am**

MEETING NOTE

ATTENDEES	Fabio Villani (FV) – TSI Moray; Kresanna Aigner (KA) – Findhorn Bay Arts; Alastair Farquhar (AF) – North East Arts Touring (NEAT); Andrew Anderson (AA), Fiona Robb (FR) & Nicole Green (NG) – Highlands & Islands Enterprise; Diane Smith (DS) – Bodysurf.
APOLOGIES	Gina Wall (GW) – Moray College UHI; Graham Jarvis (GJ) – Moray Council; Karl Jay-Llewin (KJL) – Bodysurf; Tina McGeever (TM) – Out of the Darkness Theatre Company; James Alexander (JA) – Speyfest; Emyr Bell (EB) – North East Arts Touring (NEAT).

1) Review of Previous Meeting Note – 06.10.14

Accepted as written.

2) Feedback on Actions from Previous Meeting

All actions completed to date.

3) TSI Moray Temporary Post Job Specification

FV gave an overview of the proposed job description for an Arts & Culture Coordinator / Development Officer, which will be hosted by TSI Moray. This position will be fixed term over three years. No funding is confirmed at the moment. The salary scale may need to be revisited along with some of the language used. The key enablers from the Strategy have been incorporated into the job description. A Person Specification will be developed when job description is complete. The main purpose of the post was said to be an advocacy role within the sector.

The Coordinator / Officer will report to the Moray Economic Strategy (MES) Arts & Culture Steering Group who in turn report to the Moray Economic Partnership (MEP).

Draft job description to be discussed further.

4) Final Draft of Strategy

The proposed changes have been implemented.

5) MEP Meeting - 11.12.14

The Final Draft will be presented to the MEP for endorsement by Margery McLennan, Moray Chamber of Commerce and AA.

6) Terms of Reference for Steering Group

Initial discussion to determine terms of reference for the group as it moves from creation of the strategy to implementation:

- Inform strategic delivery
- Advocate for sector
- Facilitating networking and development
- Accountable body for implementation of the strategy
- Outcome measurement

- Communication

7) Group Membership

Discussion around how the group is comprised and where representation should be sought from.

It was decided that additional representation should be invited openly, so that a balance of skills and geographical locations is achieved (in particular visual arts, digital, heritage and crafts.)

8) Launch Event

The group would like to hold event in the Alexander Graham Bell Centre for Digital Health, depending on availability. Janet Archer, Chief Executive of Creative Scotland, is to be invited as a keynote speaker.

It was decided that it would be beneficial to hold the launch event as part of the Culture Café Exchange event, date TBC – (26th/27th of February 2015). DS and AA to discuss with KJL.

9) AOB

N/A.

10) Date of Next Meeting

Wednesday 14th of January 2015, 10.00 am – 12.00 pm

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ACTIONS FROM MEETING

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ACTION NUMBER	AGENDA ITEM	DECISION	ACTION BY
	8	Discuss possibility of holding launch event for Strategy as part of the Culture Café Exchange event with KJL.	AA & DS