

BRITISH FILM INSTITUTE  
BOARD OF GOVERNORS

**MINUTES**  
**15 JULY 2014**

Minutes of the meeting held from 13:30 to 17:00 on 15 July 2014 in the Pinewood Room, BFI, 21 Stephen Street, London W1T 1LN.

**Present:**

Greg Dyke ( <i>Chair</i> )	Pete Czernin
Libby Savill ( <i>Deputy Chair</i> )	Tom Hooper
Pat Butler	Matthew Justice
Charles Cecil MBE	Oona King
Alison Cornwell	Tim Richards

**In attendance:**

David Parkhill	Director of Finance & Resources	
Ben Roberts	Director of the Film Fund	
Heather Stewart	Creative Director BFI	
Iain Thomson	Board Secretary	
Wendy Parker	Deputy Head of Strategic Development	Item 4
Ed Humphrey	Director of Digital	Item 5

**1. APOLOGIES AND DECLARATIONS OF INTEREST**

***Apologies***

Josh Berger CBE

Ashley Highfield

Peter Kosminsky

Jonathan Ross OBE

Andrea Wong

### ***Declarations of Interest***

- Iain Thomson declared an interest as Secretary to the BFI Trust. It was agreed that the nature of these interests was such that they would not be required to leave the room during this meeting.
- Also noted were the interests of most Governors in different aspects of the film industry and various related parties. It was agreed that the nature of these interests was such that none of these Governors would be required to leave the room during the meeting.

## **2. MINUTES OF MEETING HELD ON 29 MAY 2014 AND MATTERS ARISING** **Part of these minutes have been withheld for confidentiality reasons**

### ***Board of Governors Meeting 29 May 2014***

- 2.1** The minutes of the meeting held on 29 May 2014 were noted and it was resolved to approve them as an accurate record of the meeting.

### ***Film Campus Update***

- 2.2** David Parkhill gave an update on the Film Campus project that was noted by the Board.

- 2.3** The Board acknowledged that the Film Campus was inextricably linked to the creation of new commercial revenue streams and to the development of a new model for commercial sustainability. On this basis it was noted that the site identified for the Film Campus would be pivotal.

- 2.4** A further update on the Film Campus would be provided at the Board Away Day in September.

## **3. UPDATE FROM BOARD COMMITTEES**

### ***Finance Committee***

#### ***Finance Report***

- 3.4** David Parkhill outlined the pertinent elements of the Finance Report that were noted by the Board. The Management Accounts had been reconfigured and reformatted and the Board congratulated David Parkhill on the clarity and comprehensibility of the reformatted accounts.

- 3.5** The Period 2 management accounts were discussed. The Board agreed that the Ground Floor at Stephen Street looked impressive and greatly enhanced the feeling of the building. Some small snagging issues remained to be resolved but they were not of great significance.

- 3.6 It was agreed that statistics relating to the BFI Player would be included in the accounts going forward.

***Unlocking Film Heritage (UFH) - Digital Preservation Infrastructure (DPI)***

- 3.7 The paper before the Board was noted. As Chair of the Finance Committee, Pat Butler advised the Board that the Committee considered and approved the proposed contract award on 8 July 2014. The Board noted that the contract was within the overall UFH budget and did not exceed the amount allocated to DPI within the overall budget.
- 3.8 It was resolved to approve the award of the contract for DPI to Ovation Data Services on the terms outlined in the paper.

***Audit, Risk and Governance Committee (ARG)***

***Draft Annual Report and Financial Statements 2013-14***

- 3.9 Alison Cornwell gave an update on the Audit, Risk and Governance Committee meeting held on 17 June. The Board was advised that the National Audit Office had given a clear audit opinion and the letter of representation had been signed. The annual report and financial statements would be formally laid next week.

**4. TREINNIAL REVIEW – DRAFT RECOMMENDATIONS**

*Wendy Parker joined the meeting.*

- 4.1 Wendy Parker outlined the draft Triennial Review recommendations before the Board. The Board agreed that the recommendations were largely positive and represented a strong endorsement of the BFI's activities.
- 4.2 The key recommendations were discussed. It was agreed that the viability of the timing associated with the implementation of certain recommendations would require close examination. It was noted that the recommendations and the work arising from them would be a substantive agenda item at the away day in September.

*Tom Hooper and Wendy Parker left the meeting. Oona King joined the meeting.*

## **5. HOW WELL ARE WE DOING?**

### ***Measures of Success***

- 7.1** Heather Stewart led on a presentation outlining progress against the nine main key performance indicators in *Film Forever, BFI Plan 2012-2017*.
- 7.2** Oona King advised that the BFI Three Ticks Diversity initiative had made a significant impact and the discussion had now shifted to how the initiative could be applied to television. This area was a clear example of the BFI leading the industry.
- 7.3** It was noted that BFI interventions have increased the geographic spread of audiences viewing British independent and specialised film. However, the Board requested that proposal be developed for a tenth hub located in Birmingham. It was agreed that these proposals would be developed for consideration at a future meeting.
- 7.4** The Board expressed satisfaction at the information outlined in the presented. It was agreed that, notwithstanding the fact that there was a considerable amount of work to be done, good progress was being made. The Executive Board and the organisation generally were commended in this regard.

*Tim Richards and Alison Cornwell left the meeting.*

### ***BFI Player - Update***

*Ed Humphrey joined the meeting.*

- 7.5** Ed Humphrey gave a presentation outlining developments to date in relation to the BFI Player. The Board noted that the Player has been very well received and positively reviewed in the Tech press.
- 7.6** In terms of content, material digitised as part of the unlocking Film Heritage project would be clustered around passion centres. BFI Live material would also be available on the Player. Depending on the distribution deal in place, some of the titles available will stay on the Player permanently.
- 7.7** The Board noted that a great deal of work had been done in terms of search engine optimisation to enhance the visibility of Player content.

## **7. EXECUTIVE REPORT**

- 7.1** Heather Stewart outlined the pertinent elements of the Executive Report which were noted by the Board.