

SCIENCE MUSEUM GROUP

BOARD OF TRUSTEES

Minutes from the meeting on Wednesday 26th June 2019

In attendance:

Dame Mary Archer (Chair)
Professor Brian Cantor
Judith Donovan
Dr Sarah Dry
Sharon Flood
Professor Russell Foster
Andreas Goss
Lord Grade of Yarmouth
Professor Ludmilla Jordanova
Professor Ajit Lalvani
Iain McIntosh
Lopa Patel
Professor David Phoenix
Sarah Staniforth
Steven Underwood
Dame Fiona Woolf

Present:

Ian Blatchford, SMG Director
Jonathan Newby, SMG Managing Director
Joann Passingham, SMG Interim Director of Corporate Services (*Interim*)
Roger Highfield, SMG Science Director
Deborah Myers, SMG Director of Development (*Interim*)
Karen Livingstone, SMG Director of Masterplan and Estates
Sally MacDonald, Director, Science and Industry Museum (SIM)
Jo Quinton-Tulloch, Director, National Science & Media Museum (NSMM)
Judith McNicol, Director, National Railway Museum (NRM)
Sian Thompson, SMG Board Secretary

Joanne Robinson-Cheale, SMG Sustainability Partner (*item 8 only*)

<u>Item</u>	<u>Minutes</u>	<u>Actions</u>
1.	Apologies for absence Apologies had been received from Anton Valk.	
2.	Declarations of interest No interests were declared in items on the agenda.	
3.	Draft Minutes of Board meeting on 6 March 2019 and matters arising The minutes of the previous meeting were approved and signed by the Chair.	
4.	Chair's Report The paper that had been circulated previously was noted. In addition: <ul style="list-style-type: none">- The recommendations of the Remuneration Committee had been approved at the closed session of the Board meeting;- The Advisory Board Chairs had convened for their twice-yearly informal meeting on 17 June. A series of actions to improve AB information flow and engagement were underway;- The Chair had commissioned a full board governance review to take place in 2019-20, in line with best practice;- The Board was directed to item 3 in the Chair's Report (Medicine Galleries funding). The Board approved the proposal.	
5.	Director's Report The paper that had been circulated previously was noted. In addition: <ul style="list-style-type: none">- DCMS had awarded a £6m grant to SIM for its Power Hall works;- Good progress was being made on the planning framework for York Central (including the architectural competition);- Prospect Union had decided to ballot its members on industrial action over pay;	

- SMG continued to experience office accommodation issues, particularly in London.
- The summary details of the recent Pulse Survey would be distributed to the Board.

ST

6.

Sound and Vision Galleries

The paper that had been circulated previously was noted and a presentation was received. The following points were noted:

- The project had been reframed as a bigger, more ambitious undertaking in the light of NHLF (National Heritage Lottery Fund) priorities and would deliver two new galleries on levels 3 and 5, as well as a new lift and a refresh of the foyer;
- The project would help NSMM release the next phase of its Masterplan, transforming its permanent galleries and other public spaces;
- **The Board approved** a total budget investment of £5.75m, including a commitment to underwrite £2.85m.

7.

National Collections Centre: Future Development

The paper that had been circulated previously was noted. The Board endorsed the direction of travel. **It was agreed** that an interim update would be received at the Board Strategy Day, and that a costed proposal would be presented to the December Board meeting.

JN

8. Sustainability Update

The paper that had been circulated previously was noted. It was noted that SMG compared well across the sector on sustainability issues and this should be better publicised going forward. A fuller update on SMG progress would be received at the Board Strategy Day.

JR-C

9. Masterplan and Estates Committee

The Board had received a tour of the Medicine Galleries ahead of the meeting. It was reported that while the project was progressing to programme and budget, there was some commercial risk regarding contractors.

10. Finance Committee

10.1 SMG Principles of Financial Management

The paper that had been circulated previously was noted. The strategy would return to the Committee for further scrutiny and any significant changes would be presented back to the Board for approval. Trustees were welcome to send any comments to the Director of Corporate Services.

All

10.2 SMG Plan: End of Year Report 2018-19

The paper that had been circulated previously was noted. The outturn for the year was as expected, with some action points being brought forward into the 2019/20 Plan.

10.3 SMG Management Accounts

The paper that had been circulated previously was noted. Performance was slightly better than forecast, which was also reflected in the May accounts (not available in time for the Board meeting).

11. Audit and Risk Committee

11.1 Annual Report of the Audit and Risk Committee

The paper that had been circulated previously was noted. It was requested that the Chair term dates (both incoming and outgoing) were amended for consistency.

JP / ST

11.2 SMG Annual Report and Accounts 2018-19

The paper that had been circulated previously was noted. **The Board approved** the accounts and these were signed by the SMG Chair and Director.

11.3 SMG Health and Safety Report

The paper that had been circulated previously was noted. It was requested that the paper should be included in the Board papers (not the Convene Review Room) going forward.

12. Board of Survey Recommendations

The paper that had been circulated previously was noted. The Board approved the recommendations.

13. Railway Heritage Designation Advisory Board Recommendations

The paper that had been circulated previously was noted. The Board approved the recommendations.

14. Terms of Reference from SMG Board sub-committees and working groups

The paper that had been circulated previously was noted. The Board approved the terms of reference.

15. Minutes and Reports from SMG Board sub-committees and working groups

The paper that had been circulated previously was noted.

16. AOB

16.1 Lord Grade and Andreas Goss were both warmly acknowledged by the SMG Chair and Board for their time and contribution as SMG trustees.

16.2 Michelle Lockhart, Commercial Director, would be leaving SMG in the autumn after 13 years' service.

Next meeting: Tuesday 15th and Wednesday 16th October 2019, National Railway Museum

Signed by SMG Chair:

Andy Anker

Date:

15 October 2019