

SCIENCE MUSEUM GROUP

BOARD OF TRUSTEES

Minutes from the meeting on Wednesday 6th March 2019

In attendance:

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

Present:

Ian Blatchford, SMG Director
Jonathan Newby, SMG Deputy Director and Chief Operating Officer
Jane Ellis, SMG Director of Corporate Services
Joann Passingham, SMG Interim Director of Corporate Services (*Observer*)
Roger Highfield, SMG Director of External Affairs
Lydia Lee, SMG Director of Development
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

Linda Kilroy, SMG Estates Director (*item 7.1 only*)

- | Item | Minutes | Actions |
|------|--|---------|
| 1. | Apologies for absence
Apologies had been received from Andreas Goss, Matthew d'Ancona and Lord Willetts of Havant. | |
| 2. | Declarations of interest
No interests were declared in items on the agenda. | |
| 3. | Draft Minutes of Board meeting on 5 December 2018 and matters arising
The minutes of the previous meeting were approved and signed by the Chairman. | |
| 3.1 | Matters arising from the minutes: <ul style="list-style-type: none"> - Science Fiction – Project Approval: It was noted that national touring was unlikely to deliver the financial returns needed to make the exhibition financially sustainable (mostly due to the size of the exhibition, which would limit the number of potential venues outside London). SMG would therefore focus on international opportunities. - Half-year report against SMG Plan: Diversity in schools groups was discussed in the light of the following data from the SMG Learning team (FSM stands for free school meals): | |

SUMMARY	FSM	White	Mixed	Asian	Black	Other	BAME
ScM	14.1%	55.3%	8.2%	17.5%	14.7%	4.3%	44.7%
NRM	12.9%	86.1%	3.7%	7.5%	1.8%	0.9%	13.9%
NSMM	16.0%	65.6%	4.5%	26.7%	2.0%	1.2%	34.4%
SIM	16.5%	70.8%	4.8%	18.6%	3.7%	2.1%	29.2%
All schools (Group-wide)	13.8%	75.7%	5.5%	11.2%	5.7%	1.8%	24.3%

4. Chair's Report

The paper that had been circulated previously was noted. The ambassadorial role of SMG trustees was discussed and the Chair welcomed further conversations with individual trustees outside of the meeting.

5. Director's Report

The paper that had been circulated previously was noted. In addition:

- DCMS had indicated that capital funding for ALBs might be available outside of the Spending Review settlement. SMG was in active discussions with DCMS regarding a bid for funding and had highlighted priority projects accordingly (see agenda item 6);
- The Sound and Vision project at NSMM would be submitted for Heritage Lottery Fund (HLF) support in the autumn and a firm recommendation would be presented to the SMG Board in June 2019;
- Lydia Lee, SMG Director of Development, was commended on the success of the SMG Development team over the past year.

6. Science & Industry Museum: Power Hall conservation repairs and re-interpretation project

The paper that had been circulated previously was noted. In addition:

- A discussion was had regarding the extent of the work required, in the context of earlier investment funding previously approved by the SMG Board in 2018, as well as any future preventative conservation costs;
- It was noted that when SIM (formerly the Museum of Science and Industry, or MOSI) was integrated into SMG, there had been a range of external pressures which had prevented full due diligence being undertaken across the Manchester estate. This risk had been accepted by the SMG Board owing to reassurance from Government;
- **The Board approved** the budget of £6.3m to deliver the proposed Power Hall Conservation project, noting that the request would need to be underwritten by SMG reserves should strategies to secure Government funding prove unsuccessful.

7. Masterplan and Estate Committee

7.1 York Central Partnership Agreement

The paper that had been circulated previously was noted. It was also noted that it would be crucial for SMG to be involved in future decision-making around design and placemaking aspects of the York Central development. **The Board approved** the recommendations as set out in the paper.

8. Audit and Risk Committee

The paper that had been circulated previously was noted. It was also noted that the ARC was continuing to monitor SMG's Brexit planning and preparedness.

9. Finance Committee

9.1 SMG Budget 2019/20

The paper that had been circulated previously was noted. The budget incorporated a 5% cut across operational (non-staff budgets) and prioritised a general pay increase for staff as well additional investment in the SMG estate. The strategy to move towards increased unrestricted income (in terms of Development fundraising) was also noted. **The Board approved** the budget for 2019/20.

9.2 SMG Plan 2019/20

The paper that had been circulated previously was noted. It was noted that the plan continued to be structured around the strategic priorities as set out in '*Inspiring Futures*.' **The Board approved** the plan for 2019/20.

9.3 Technicians – Project Approval

The paper that had been circulated previously was noted. **The Board approved** the project budget of c. £6.8m and **it was agreed** that the project should be presented at a future meeting.

9.4 Catering Tender

9.4.1 The paper that had been circulated previously was noted. Sustainability issues in relation to the SMG catering offer (e.g. plastics) were discussed and it was confirmed that the Group Sustainability Champion would input into the tender process.

9.4.2 The Board agreed to delegate authority to the Executive (subject to final sign-off by the Finance Committee) to enter into catering contracts as per the recommendations set out in the paper.

9.5 SMG Management Accounts

The paper that had been circulated previously was noted, including the Q3 forecast. It was noted that it had been a challenging year from a commercial perspective, offset partially by some one-off upsides (e.g. exhibition tax relief).

Group Ethics Policy

10. 10.1 The paper that had been circulated previously was noted. A discussion was had regarding the decision-making role of the Board regarding the referral process employed by the SMG Development team. It was agreed that the wording in this section would be refined and circulated to the Board.

JN / ST

10.2 The Board approved the policy, subject to receiving a final version of the policy with amended wording (as outlined above).

11. Board of Survey Recommendations

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

12. Railway Heritage Designation Advisory Board Recommendations

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

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

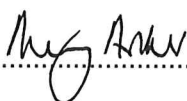
The paper that had been circulated previously was noted.

14. AOB

Matthew d'Ancona and Lord Willetts were both warmly acknowledged by the SMG Chair and Board for their time and contribution as SMG trustees.

Next meeting: Wednesday 26th June 2019, Science Museum

Signed by Chair:



Date:

