

**Minutes of SMG Board of Trustees Meeting**  
**Held in the Smith Centre on**  
**Wednesday 8 March 2023**

<b><u>Present:</u></b>  <b>SMG Trustees</b> Dame Mary Archer (Chair) James Bilefield Professor Stephen Belcher Professor Brian Cantor Tim Dugher Judith Donovan Sharon Flood Sir Peter Hendy Professor Anya Hurlbert Iain McIntosh Professor Washington Ochieng Baroness Nicky Morgan (Items 1-10) Lopa Patel Professor David Phoenix Professor Greg Radick Sarah Sands Sarah Staniforth Steven Underwood (Items 1-11)	<b><u>In attendance:</u></b>  <b>SMG Executive</b> Sir Ian Blatchford, Director & Chief Executive Shri Mukundagiri, Chief Operating Officer Nicolas Raynaud, Director of Finance and Corporate Services Peter Dickinson, Director of Communications Deborah Myers, Director of Development Craig Bentley, Director of Estate Anna Dejean, Masterplan Director Dr Roger Highfield, Science Director Dr Julia Knights, Deputy Director, Science Museum (ScM) Sally MacDonald, Director, Science & Industry Museum (SIM) Judith McNicol, Director, National Railway Museum (NRM) Jo Quinton Tulloch, Director, National Science & Media Museum (NSMM)  Kara Beeson, Executive Assistant (Minutes)
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1. **Apologies for absence**  
Apologies received from Professor Ajit Lalvani (Trustee) and David Jacob (observer).
2. **Declarations of interest**  
It was noted that Sarah Staniforth was a trustee of the Landmark Trust (in relation to item 11.1).
3. **Draft Minutes of SMG Board Meeting on 29 June 2022**  
The minutes of the meeting were approved and would be signed by the Chair. (Action: MA / KB)
4. **SMG Chair's Report**  
The paper circulated previously was noted. It was also noted that a short effectiveness survey would be circulated to Board members and the results reported in a future Chair's Report. (Action: MA / KB)
- 4.1 **SMG & DCMS Framework Agreement**  
The paper circulated previously was noted. The Board approved the recommendation outlined in the paper to delegate final approval of agreement to SMG Chair & Director. The Board thanked the teams for their work in securing a good outcome for the Group.
5. **Director's Report**  
The paper circulated previously was noted. In addition:
  - The SMG Director continued to build SMG's relationships internationally.
  - Conversations underway with donors for two new galleries at the Science Museum.
  - Meetings regarding the Birmingham project continued at SMG Director and Chair-level.
  - Discussions in relation to extension of Enterprise Zones taking place at York City Council and Central Government.
  - Discussions continued between SMG and DCMS regarding a new management agreement for the National Coal Mining Museum.
  - The Deputy Director of the Science Museum provided an update on recent Science Museum activity, including the success of Injecting Hope.
6. **SMG Performance and Data Report**  
The paper circulated previously was noted. Feedback was noted on Collections items with an image online as well as consideration of a future metric in relation to Audience engagement.
7. **SMG: Sustainability Update towards Net Zero by 2033**  
The paper circulated previously was noted. The Board endorsed the direction of travel outlined in the paper. In addition:

- Management to consider implementation of rolling KPI targets.
- SMG would consider additional match funding required by projects funded by Salix Finance Ltd, as appropriate, and any approval would be sought from the Chair of Finance Committee via email.

**8. SMG Partnership Panel Report**

The paper circulated previously was noted. The Board approved the recommendation outlined in the paper to proceed with two partnerships. In addition, the Board agreed that another proposed partnership met the SMG policy and that Management would undertake further discussions with the funder before seeking approval out-of-committee.

**9. SMG Finance Committee Report**

The papers circulated previously were noted. The Board approved the SMG Budget and Plan, endorsing action from the Executive team to increase medium term financial sustainability. In addition:

- The Board approved the Investment Policy.
- The Board approved the General Reserves Policy, with the request that the target figure for our minimum level of reserves be increased in future.

**10. SMG Audit and Risk Committee Report (ARC)**

The paper circulated previously was noted.

**11. SMG Masterplan and Estate Committee Report**

The paper circulated previously was noted. In addition, an update on Vision 2025 would be presented in June 2023 for approval.

**11.1 Station Master's House Lease Approval**

The paper circulated previously was noted. The Board approved the recommendation outlined in the paper to grant a lease to the Landmark Trust for the Station Master's House at the Science and Industry Museum.

**12. SMG Collections and Research Committee Report**

The paper circulated previously was noted. The Board approved the SMG Library and Archive Strategy.

**13. SMG Railway Heritage Designation Advisory Board Report**

The paper circulated previously was noted.

**14. AOB**

The pre-recruitment process for a new SMG Chair was still underway with the role expected to be advertised in the coming weeks.

**Date of Next Meeting: Wednesday June 28 2023, Science Museum**

Signed:  (SMG Chair)

Date: 28 June 2023