

Minutes of SMG Board of Trustees Meeting
Held in the Smith Centre on
Wednesday 28 June 2023

<u>Present:</u>	<u>In attendance:</u>
SMG Trustees Dame Mary Archer (Chair) James Bilefield Professor Stephen Belcher (<i>by MS Teams</i>) Professor Brian Cantor Tim Dugher Judith Donovan Professor Anya Hurlbert Iain McIntosh Baroness Nicky Morgan Lopa Patel Professor Greg Radick Sarah Sands (<i>by MS Teams</i>) Sarah Staniforth Professor Ajit Lalvani (Items 4 – 12)	SMG Executive 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 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) (Items 1 – 7) Jo Quinton Tulloch, Director, National Science & Media Museum (NSMM) Susan Raikes, Director for Learning Jade Kirton-Vaughan, Head of Directorate (<i>Minutes</i>) David Jacob, Trustee, Science Museum Foundation (<i>Observer</i>) (Items 1 – 10)

1. Apologies for absence

Apologies had been received from Lord Hendy, Professor Washington Ochieng, Steven Underwood and Anna Dejean.

2. Declarations of interest

Lopa Patel declared that she would be Lead Reviewer in a review of the Ministry of Defence Services Museums on behalf of the Cabinet Office as part of the Public Bodies Review programme.

3. Draft Minutes of SMG Board Meeting on 8 March 2023

The minutes of the meeting were approved and would be signed by the Chair. **(Action: MA / JKV)**

4. SMG Chair's Report

The paper circulated previously was noted. It was also noted that the Cabinet Office had issued guidance on the use of non-corporate communication channels. A summary of the guidance would be circulated to the Board. **(Action: MA / JKV)**

In addition:

- In its closed session immediately prior to the Board meeting, the **Board had approved** the recommendations from the Remuneration Committee that the Executive pay rise would be in line with the wider settlement for the organisation, and that the Bonus Scheme would be suspended again that year, which was in line with the Executive's request.

4.1. Science and Innovation Park Advisory Group Terms of Reference

The paper circulated previously was noted. **The Board approved** the Terms of Reference for the SI+P Advisory Group.

4.2. SMG Partnership Panel Report

The papers circulated previously were noted. **The Board approved** the recommendation outlined in the paper to proceed with the partnership. In addition:

- An update on market research around sponsorship was given. The trends were similar to those of the same survey taken the previous year. Presenting headline data in the SMG Annual Review would be considered. **(ACTION: PD)**

5. Director's Report

The paper circulated previously was noted. In addition:

- DCMS had appointed a new Permanent Secretary, Susannah Storey.
- The Development team had secured new sponsorships to support various projects including *Lates* at SM, the *Operation Ouch!* exhibition and the *Future of Food* exhibition.
- Encouraging conversations were taking place with the Science Museum Foundation Board about additional

funding for Vision 2025.

- Naming of Building One was being considered with one idea being pursued around an eminent British scientist.
- The Director of Learning gave an update on various activities taking place in the Learning department. In particular, the Blue Origin Postcards to Space project, Early Years learning, and family programming were highlighted. School visits were discussed in relation to the pressure on school budgets and finding time in the curriculum. The Director would provide further detail in the Learning section of his next Director's Report. **(ACTION: SR / SMu)**

6. SMG Finance Committee Report

The papers circulated previously were noted. In addition:

- **The Board approved** the delegated authority of the Vision 2025 programme's revised forecast spend. The Board also agreed to delegate the programme's full expenditure authority to the Chair of the Finance Committee and Chair of the Board. **The Board also approved** the recommendation to defer the delivery of the South Yard project to a later phase of the Vision 2025 programme.
- **The Board approved** the increase to the Sound & Vision budget of £0.32m which is fully funded by the National Lottery Heritage Fund.
- **The Board approved** the renewal of SMG's Object Transportation Framework via an open tender procedure.
- The Board noted the Power Hall budget position ahead of an approval request which would be taken to the October Board meeting.

7. SMG Performance and Data Report

The paper circulated previously was noted. In addition:

- A discussion was had on the workforce diversity KPI on whether the target was suitably ambitious given the demographics of the audiences served in London, Manchester and Bradford. The target had been set prior to receiving data from the 2021 Census. It was suggested this target may be reviewed in 18 months' time.
- Feedback on having KPIs set for Sustainability was noted. Guidance from DCMS was expected later that year on a sector wide KPI and the SMG Net Zero Committee were committed to setting relevant KPIs for the Group. It was also noted that KPIs around Collections were due for a discussion at CORE this year.

8. SMG Audit and Risk Committee Report (ARC)

The papers circulated previously were noted. In addition:

- **The Board approved** the SMG Annual Report and Accounts 2022-23 subject to small final amendments which would be signed off by the Chair of the Board, the Chair of ARC and the Director.
- A majority recommendation from the ARC was made for the approval of the new CCTV Policy. One member of the ARC wished to have their concerns noted around Clause 6.1 of the Policy regarding body-worn cameras. **The Board approved** the CCTV Policy subject to it being reviewed in 12 months' time with further consideration given to research around body-worn cameras in public spaces. It was suggested that an academic partner could be sought to run a piece of work to inform the future review of the Policy. **(Action: IM / NR)**
- It was noted that the Whistleblowing Policy had been approved by ARC subject to SMG exploring the inclusion of an additional option where colleagues could escalate concerns to a Trustee, not only the Chair of ARC. **(Action: NR)**

9. SMG Masterplan and Estate Committee Report

The papers circulated previously were noted. In addition:

- **The Board approved** the SIM East End project (Gateway 2) comprising the New Warehouse roof replacement, gantry conservation, waterproofing and landscaping in the Upper Yard and waterproofing of the 1830s viaduct.
- **The Board approved** the Sound & Vision base build project (Gateway 4) which includes the strip out of the existing galleries and the installation of a new lift.
- **The Board approved** the Central Hall final design (Gateway 4), having reached the end of the final design phase and awaiting main contractor tender returns.
- **The Board approved** the recommendation to delegate the Open NCC project to MEC for approval for Gateway 4.
- **The Board approved** a Deed of Variation to be granted to Manchester City Council under their lease for land at SIM which is part of the Factory development.
- **The Board approved** a Deed of Variation to be granted to the British Science Association under their lease at SM for office space within the Wellcome Wolfson Building (Dana).

10. SMG Collections and Research Committee Report

The paper circulated previously was noted.

11. SMG Railway Heritage Designation Advisory Board Report

The paper circulated previously was noted. In addition, a discussion on collecting contemporary material took place. SMG had a detailed Collecting Policy and a short update on this would be included in the CORE Report to the October Board meeting. **(ACTION: SSt / SMa)**

12. AOB

None.

Date of Next Meeting: Tuesday 10 October 2023, Locomotion

Signed:  (SMG Chair)

Date: 10 October 2023