

**Minutes of SMG Board of Trustees Meeting
Held in Illuminate, Science Museum on
Wednesday 2 March 2022**

<p>Present:</p> <p>SMG Trustees Dame Mary Archer (Chair) Professor Brian Cantor Judith Donovan Professor Russell Foster Sharon Flood Sir Peter Hendy Iain McIntosh Ajit Lalvani Lopa Patel Professor David Phoenix Sarah Staniforth Steven Underwood Dame Fiona Woolf</p>	<p>In attendance:</p> <p>SMG Executive Ian Blatchford, Director & Chief Executive Shri Mukundagiri, Chief Operating Officer Michelle Shuttleworth, Director of Corporate Services (interim) Peter Dickinson, Director of Communications Deborah Myers, Director of Development Dr Julia Knights, Deputy Director, Science Museum (ScM) Sally MacDonald, Director, Science & Industry Museum (SIM) – <i>By MS Teams</i> Judith McNicol, Director, National Railway Museum (NRM) Jo Quinton Tulloch, Director, National Science & Media Museum (NSMM)</p> <p>Sian Thompson, SMG Board Secretary</p>
1.	<p>Apologies for absence Apologies had been received from Dr Roger Highfield and David Jacob (Science Museum Foundation [SMF] Chair). It was noted that an observer role had been offered to SMF trustees for future SMG Board meetings.</p>
2.	<p>Declarations of interest No new declarations of interest were made.</p>
3.	<p>Minutes of SMG Board Meeting on 1 December 2021 The minutes of the meeting were approved and would be signed by the Chair. (Action: MA/ST)</p>
4.	<p>4.1 SMG Chair's Report The paper circulated previously was noted. In addition, the recent <i>Levelling Up</i> White Paper was discussed, and it was agreed that a letter outlining SMG's ask would be sent to the Secretary of State for the Department of Levelling Up, Housing and Communities (Action: MA/IB).</p> <p>4.2 SMG Partnership Panel Update The paper circulated previously was noted. Feedback was taken on minor amendments to the Terms of Reference and to the SMG Ethics Policy. The amended documents would be recirculated for the Board to note (Action: ST)</p>
5.	<p>Director's Report The paper circulated previously was noted. In addition:</p> <ul style="list-style-type: none"> - In light of current events in Ukraine, a statement would be published that day regarding the termination of SMG's <i>Trans-Siberian: The World's Longest Railway</i> exhibition. - Trustees would be added to the daily media coverage distribution list (Action: PD).
6.	<p>SMG Performance and Data Report The paper circulated previously was noted. Government expectations regarding national museums to return to a 7-day opening model following the COVID pandemic were discussed.</p>
7.	<p>SMG Finance Committee Report The paper circulated previously was noted. <u>The Board agreed</u> to delegate 2022/23 budget setting and approval to an extraordinary meeting of the SMG Finance Committee.</p> <p>7.1 SMG Investment Policy Statement The paper circulated previously was noted. <u>The Board approved</u> the revised statement. It was requested that the work of the SMG Partnership Panel was discussed with the SMF Investment Committee (Action: SMu)</p> <p>7.2 Enterprises Loan to Equity Conversion The paper circulated previously was noted. <u>The Board approved</u> the loan conversion.</p>
8.	<p>SMG Audit & Risk Committee Report The paper circulated previously was noted. A discussion was had regarding health and safety considerations.</p>

	<p>8.1 SMG Banking and HMRC Resolutions Update The paper circulated previously was noted. <u>The Board approved</u> the resolutions.</p>
9.	<p>SMG Masterplan & Estate Committee Report The paper circulated previously was noted. In addition:</p> <ul style="list-style-type: none"> - <u>The Board approved</u> the tender for Locomotion Building 2. - <u>The Board approved</u> the new lease arrangements for land west of Water Street at SIM.
10.	<p>Collections and Research Committee Report The paper circulated previously was noted. <u>The Board approved</u> the amendments to the Collection Information and Collection Access Policy.</p>
11.	<p>Any other business Dame Fiona Woolf had reached the end of her second term as an SMG trustee. The Chair expressed thanks for Fiona's dedication and length of service.</p>

Date of Next Meeting: 29 June 2022, Science Museum

Signed:  (SMG Chair)

Date: 
