

**Science Museum Group Board of Trustees Meeting
Held Virtually via Microsoft Teams
Tuesday 13 October 2020, 1.50-5:00PM**

Present:

Mary Archer (Chair)
Brian Cantor
Judith Donovan
Sarah Dry
Sharon Flood
Jo Foster
Russell Foster
Hannah Fry
Peter Hendy
Ludmilla Jordanova
Ajit Lalvani
Iain McIntosh
Lopa Patel
David Phoenix
Sarah Staniforth
Steven Underwood
Anton Valk
Fiona Woolf

In attendance:

Ian Blatchford, SMG Director
Jonathan Newby, SMG Managing Director
Shri Mukundagiri, Director of Corporate Services
Roger Highfield, SMG Science Director
Deborah Myers, SMG Director of Development
Karen Livingstone, SMG Director of Masterplan and Estates
Julia Knights, Deputy Director, Science Museum
Peter Dickinson, SMG Director of Communications
Sally MacDonald, Director, Science and Industry Museum (SIM)
Jo Quinton-Tulloch, Director, National Science & Media Museum (NSMM)
Judith McNicol, Director, National Railway Museum (NRM)
Sarita Godber, SMG Director of People & Culture
Helen Jones, SMG Director of Global Engagement & Strategy
Susan Raikes, SMG Director of Learning
John Stack, SMG Digital Director
Sian Williams, Programme Director: One Collection
Lacie Southon, SMG Board Secretary

Kara Beeson, Directorate Support Officer (Observer)
Annabell James, Carbon Intelligence (for item 10)
Robin Mar, Carbon Intelligence (for item 10)

1 **Apologies for Absence**

There were no apologies for absence.

2 **Declarations of Interest**

It was declared that Lopa Patel had joined the Council for the Open University.

It was declared that Sharon Flood had joined the Getlink Board.

3 **Minutes of Extraordinary Steering Committee Meeting on 19 August 2020 and matters arising**

The minutes of the Extraordinary Steering Committee were reviewed, and it was requested that the wording under item 7 and action 3 be amended to refer to 'young people' rather than 'graduates'. **(Action: LS)**

It was stated that SMG is reviewing available job schemes assisting in new job placements but it was noted that these do present some challenges.

It was agreed that the wording under item 6.2 regarding the Estates Capital Programme principles would be revised to reflect the wording in the latest version of the Estates Capital Programme. **(Action: LS)**

It was agreed that once the above changes have been made the minutes would be signed by the SMG Chair.

4 **Chair's Report**

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

Following the Cass Business School governance review it was highlighted that the Director of People & Culture would provide an annual report at each Autumn Board meeting, from October 2021. It was reported that the Board's corporate sub-committees (Finance Committee, Masterplan & Estate

Committee, Collections & Research Committee) would present an annual report to the Board, similar to that already conducted by the Audit & Risk Committee.

It was reported that the Fellowship Nominations Committee would meet in November 2020 to consider nominations for 2021 Fellowships. The list of existing Fellows was reviewed, and it was noted that there is a lack of diversity which SMG aims to improve upon.

The letter to the SMG Chair from the Secretary of State which set out the Government's position on contested heritage was noted. A discussion was had regarding how SMG can make improvements to its collections to better reflect history and facts.

Ajit Lalvani left the meeting.

5 **Director's Report**

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

It was noted that the SMG Director recently wrote a piece in The Telegraph regarding contested heritage.

A discussion was had regarding the improvements planned at the Queen's Gate entrance to the Science Museum.

It was requested that SMG research be included in the main Director's report going forward, rather than in the appendices only. **(Action: IB)**

It was reported that the SMG Director's term as National Museum Directors' Council Chair would end in April 2021.

6 **Masterplan & Estate Committee**

The Board was provided with an update on the Power Hall project and on the Building ONE project.

6.1 **Estates Capital Programme**

The Board was asked to approve the recommendation of the Masterplan & Estate Committee to proceed with the list of prioritised Estate Capital infrastructure projects, funded by the restricted grant award from DCMS. It was noted that improvements to the Masterplan team structure had been made to allow for better long-term planning. **The Board approved** the Estates Capital Programme.

7 **Finance Committee – Progress Report**

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

A discussion was had regarding furlough and the Job Retention Scheme.

It was explained that SMG's sites would operate a 5-day week opening outside of school holidays due to the forecasted decrease in visitor numbers. It was reported that the scale of the organisation would need to reduce but that reskilling would be a priority during planning.

7.1 **SMG Management Accounts**

The paper that had been circulated previously was noted. Reporting improvements to the Management Accounts were noted.

7.2 **SMG submission on Spending Review**

The paper that had been circulated previously was noted. It was stated that SMG continue to work with DCMS and HMT officials to reach a meaningful outcome for SMG and the sector.

Brian Cantor left the meeting.

8 **Audit & Risk Committee**

It was stated that the PWC Internal Audit found that overall SMG managed the effects of the pandemic in an efficient manner.

8.1 **SMG and Enterprises Annual Report & Accounts**

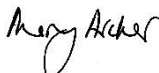
The paper that had been circulated previously was noted. The SMG Annual Report & Accounts were reviewed and **approved by the Board.**

The Enterprises accounts were noted for information.

- 8.2 **Strategic Risk Register**
The paper that had been circulated previously was noted.
- 9 **Collections & Research Committee**
The paper that had been circulated previously was noted. It was reported that the Collections Development Policy would be reviewed by the Collections & Research Committee in October and then the SMG Board in December.
- 10 **SMG Net Zero discussion**
The Science Museum Deputy Director introduced Annabell James and Robin Mar from Carbon Intelligence to present the findings from the net zero consultancy work. A discussion was had regarding the results of the consultancy work and the key issues.

It was agreed that a progress report would be presented to the Board at the December 2020 meeting, with an aim to present the scope, programme, and budget in March 2021. **(Action: JK)**
- 11 **Minutes and reports from SMG Board sub-committees**
The paper that had been circulated previously was noted. It was stated that the minutes would be uploaded to the newly created Convene Review Room as soon as they are agreed by the Chair of each sub-committee. It was confirmed that the minutes would no longer be included with the quarterly Board papers. **It was agreed** that the Board Secretary would email Trustees to notify them when minutes are uploaded to Convene unless otherwise instructed by individuals. **(Action: LS)**
- 12 **Any other business**
None.

Signed by Chair:



Date: 02/12/2020