

**Minutes of SMG Board of Trustees Meeting**  
**Held by Microsoft Teams on**  
**Wednesday 1 December 2021**

<p><b>Present:</b></p> <p><b>SMG Trustees</b> Dame Mary Archer (Chair) Professor Brian Cantor Judith Donovan Professor Russell Foster Sharon Flood Sir Peter Hendy Iain McIntosh Lopa Patel Professor David Phoenix Sarah Staniforth Steven Underwood Dame Fiona Woolf</p>	<p><b>In attendance:</b></p> <p><b>SMG Executive</b> Ian Blatchford, Director &amp; Chief Executive Shri Mukundagiri, Chief Operating Officer Michelle Shuttleworth, Director of Corporate Services (interim) Peter Dickinson, Director of Communications Dr Roger Highfield, Science Director Deborah Myers, Director of Development Dr Julia Knights, Deputy Director, Science Museum (ScM) Sally MacDonald, Director, Science &amp; Industry Museum (SIM) Judith McNicol, Director, National Railway Museum (NRM) Jo Quinton Tulloch, Director, National Science &amp; Media Museum (NSMM)  Sian Thompson, SMG Board Secretary</p>
1.	<p><b>Apologies for absence</b> Apologies had been received from Professor Ajit Lalvani.</p>
2.	<p><b>Declarations of interest</b> No new declarations of interest were made.</p>
3.	<p><b>Minutes of SMG Board Meeting and Strategy Day on 12-13 October 2021 &amp; matters arising</b> The minutes were amended to reflect that Steven Underwood was present at both meetings. The minutes were approved by the Board as an accurate record and signed by the Chair.</p>
4.	<p><b>SMG Chair's Report</b> The paper circulated previously was noted. In addition:</p> <ul style="list-style-type: none"> <li>- It was noted that <u>the Board had approved</u> the recommendations of the Remuneration Committee in its closed session with the SMG Director.</li> <li>- A discussion was had regarding the status of the South Kensington station project. A meeting would be set up between SMG and TfL (Action: PH / IB)</li> </ul> <p><b>4.1 Fellowship Nominations Committee: Recommendations and Terms of Reference</b> The paper circulated previously was noted. <u>The Board approved</u> the recommendations and revised Terms of Reference.</p> <p><b>4.2 SMG Partnership Panel</b> The paper circulated previously was noted. A discussion was had regarding co-opting external (non-trustee members) onto the panel so that SMG could receive advice on specific issues; and also regarding developing a methodology for quantifying SMG's involvement with various types of partners. Trustees were invited to send their nominations for committee members to the SMG Chair (Action: All)</p>
5.	<p><b>Director's Report</b> The paper circulated previously was noted. In addition:</p> <ul style="list-style-type: none"> <li>- SMG was the first of the 'Big Six' museums to set a decarbonisation pathway for its Scope 1, 2 and 3 emissions.</li> <li>- The Green Investment Summit recently held at the Science Museum had been a huge success.</li> <li>- A discussion was had regarding the York Central project. A meeting would be set up with the Secretary of State for Levelling Up, Housing and Communities regarding the project, but also SMG's northern sites more generally (Action: MA)</li> </ul>
6.	<p><b>SMG Performance and Data Report</b> The paper circulated previously was noted. The SMG team was commended on the clarity of the report.</p> <p><i>Sir Peter Hendy left the meeting</i></p>
7.	<p><b>Type Archive</b> The paper circulated previously was noted. A discussion was had regarding various scenarios for ongoing care of the Type Archive collections and particularly funding options. <u>The Board approved (in principle)</u> the recommendations as set out in the paper.</p>
8.	<p><b>SMG Finance Committee Report</b> The paper circulated previously was noted. The Board also noted the budget process for 2022/23.</p>

9.	<b>SMG Audit &amp; Risk Committee Report</b> The paper circulated previously was noted. The Board also noted the recent information request from DCMS regarding assurance and functional standards. A discussion was also had regarding the strategic risk register, and it was noted that while several high-risk items could be added (e.g., Type Archive, York Central, collection risk), the risk heat map would remain iterative, with the Corporate Risk Group reviewing Board feedback.
10.	<b>SMG Masterplan &amp; Estate Committee Report</b> The paper circulated previously was noted. <u>The Board approved NRM's Wonderlab</u> at Gateway 4.
11.	<b>Collections and Research Committee Report</b> The paper circulated previously was noted. A discussion was had regarding the sustainability of the collection (acquisitions vs. disposals) in the context of SMG's collecting policy. Both issues would be discussed in detail by the committee. (Action: SS / SM)
12.	<b>Railway Heritage Designation Advisory Board Report</b> The paper circulated previously was noted. The recent light governance review had been helpful in ensuring clarity of process.
13.	<b>Any other business</b> None.

Date of Next Meeting: 2 March 2022, Science Museum

Signed by SMG Chair: Therese Archer

Date: 2 March 2022