

Minutes of the **BOARD OF TRUSTEES** held on 24 September 2015 in the
Oakdale, St Fagans: National History Museum

Notes	Actions by
<p>PRESENT: Elisabeth Elias, President (in the Chair); Haydn Edwards, Vice President; Laurie Pavelin, Treasurer; Carol Bell; Carole-Anne Davies; Christina Macaulay; Gareth Wyn-Jones; Glenda Jones; Hywel Ceri Jones; Kay Andrews; Keshav Singhal; Miriam Griffiths; Robert Pickard; Tony Atkins; Victoria Provis; David Anderson, Director General; Mark Richards, Deputy Director General / Director of Operations; Neil Wicks, Director of Finance & Corporate Resources; Janice Lane, Director of Learning, Exhibitions & Digital Media; Judith Ingram, Head of Policy & Planning; and Elaine Cabuts, Museum Secretary.</p> <p>IN ATTENDANCE: Linda Tomas (Museums Archives & Libraries Division) as observer.</p>	
<p>Linda Tomos, Director of MALD, recorded that she would retire from MALD at the end of October 2015. She further updated Members on the status of recruitment to the post of Chief Executive of the National Library of Wales, and the appointments within MALD as they related to the Division. Linda Tomos expressed her thanks and appreciation to the Museum and in return the President and the Director General both recorded their very great appreciation to Linda Tomos for her understanding, contribution, support, leadership and advice across all the Museum's activities and particularly in respect of the Trustee appointments.</p>	
<p>1 WELCOME AND APOLOGIES</p> <p>1.1 Members, Linda Tomos was welcomed to the meeting. Apologies were received from Lesley-Anne Kerr (Museums Archives & Libraries Division).</p>	
<p>In the Closed Session of the meeting the Board discussed and were briefed on Trustee appointments, the Change Programme, financial planning, the Welsh Government's Review of Local Authority Museums in Wales and horizon scanning.</p> <p><i>At this point the meeting was opened to the public but no members of the public were in attendance.</i></p>	
<p>2 MINUTES</p> <p>5.1 <u>Resolved:</u> That the Minutes of the meeting held on 18 June 2015 be approved.</p>	
<p>3 MATTERS ARISING from the minutes of 18 June 2015</p> <p>3.1 14.1 Meeting the PCS Union - The Director General, Director of Finance & Corporate Resources and the Director of Learning, Exhibitions & Digital Media met with the Executives of the Union. The Officers of the Board were present for this one-off meeting, which was an opportunity for those present to hear the</p>	

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<p>Union's views. The meeting was cordial.</p> <p>3.2 13.2 Crown Guarantee – The Chair of the Pension Trustees reported that the Pension Trustee Board had followed the correct procedure and investigated the costs for reviewing the validity of the Crown Guarantee. The Pension Trustee Board had agreed that the Crown Guarantee was strong and as a result it was not the appropriate time to question it.</p>	
<p>4 FUSION: CULTURE AND POVERTY</p> <p>4.1 <u>Received</u>: A report by the Director of Learning, Exhibitions & Digital Media.</p> <p>4.2 <u>Reported</u>: That the report updated Members on the Museum's proactive approach to progressing the recommendations from Kay Andrews' report <i>Culture and Poverty: Harnessing the power of the arts, culture and heritage to promote social justice in Wales</i>. Work was being undertaken across all six Pioneer Areas in Wales. Members were pleased to note the enthusiasm and innovative ways in which Pioneer Area colleagues were working. A research co-ordinator had been appointed and additional resources were being provided by the Welsh Government.</p> <p>4.3 Members noted the status of the National Museum as a lead organisation. Work was being aligned to existing strategic priorities and resources both nationally and locally – working for example with Communities First clusters. Linda Tomas reported that the Deputy Minister was pleased with progress. Addressing poverty and the causes of poverty was going to be a long term task for Wales, and the Museum was well placed to positively support a future government. Members noted how this work would also respond to the <i>Wellbeing of Future Generations Act (Wales) 2015</i>. Members noted the variety and differing levels of activity across the Pioneer Areas were evident from the outset.</p> <p>4.4 Evaluation would focus on areas such as: what happens as a result of this work, what change has occurred, what are the outcomes for individuals. There would be links to Communities First outcomes for individuals.</p> <p><i>Kay Andrews left the meeting at this point.</i></p> <p>4.5 Members noted the European dimension to this work and that it cut across all Welsh Government departments and the potential for European funding bids.</p> <p>4.6 Members noted the importance of celebrating and promoting this work internally with staff. The research post was the first of its kind in the UK.</p> <p>4.7 <u>Resolved</u>: Accordingly, and that future reports consider the inter-connectivity with European funding.</p>	<p>Senior Management Team</p>
<p>5 DIRECTOR GENERAL'S REPORT, QUARTERLY BRIEFING QUARTER 1,</p>	

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<p>CURRENT ISSUES</p> <p>5.1 <u>Received</u>: A report by the Director General.</p> <p>5.2 <u>Reported</u>: That performance has been very good over the first quarter. Visitor figures were ahead of target by 4.52% but down on the same period last year by -5.07%. There was an increase in web traffic over the previous year. In relation to the Internal Vision Map objectives, all are forecast to be on target with the exception of the St Fagans redevelopment which shows a delay of between six and eleven weeks. Formal education visits were also down on target this quarter but, at this stage, forecast to be on target by the year end. The Enabling Objectives are also forecast to be on target with the exception of Our Culture. Income, expenditure and carried forward reserves are in line with approved budgets. Members noted that the Board had agreed the cessation of Premium Payments completely as part of its discussion on financial planning within the Closed Session of the Board meeting on 12 March 2015.</p> <p>5.3 Members noted that the Welsh Government hoped to respond to the <i>Expert Review of local museum provision in Wales 2015</i> report in November. The Minister had responded positively to the report and the Welsh Government's response would note how they intended to turn the recommendations into a deliverable action plan. The October conference had been postponed to the New Year due to the unavailability of key stakeholders.</p> <p>5.4 The President recorded her thanks to Trustee Victoria Provis for her leadership of the Wales in London event the previous week, and to the staff involved in making sure the event was such a success. The Museum was delighted to receive cash donations immediately after the event.</p> <p>5.5 Members noted that the report <i>The Shape of Wales to come: Wales' economy, environment and society in 2020</i> had been published by the Bevan Foundation, and was available online: http://www.bevanfoundation.org/publications/shape-wales-2020/</p> <p>5.6 <u>Resolved</u>: Accordingly and that the Museum and the Sponsor Division work together to explore what the recommendations within the <i>Expert Review of local museum provision in Wales 2015</i> report might mean for the Museum.</p>	<p>Director General / MALD</p>
<p>6 WELLBEING OF FUTURE GENERATIONS ACT (WALES) 2015</p> <p>6.1 <u>Received</u>: A report by the Head of Policy & Planning.</p> <p>6.2 <u>Reported</u>: That the report outlined the Welsh Government's progress in developing the Bill through consultation with stakeholders, and that the Act became law in Wales on 29 April 2015. Members noted the implications for the Museum, and that the Museum's Strategic Plan 2016-2021 would incorporate its well-being goals and Amgueddfa Cymru's well-being objectives.</p> <p>6.3 Trustee Gareth Wyn Jones recorded his deep disappointment over the way he</p>	

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<p>felt the Bill had been developed, and the Act implemented. The Act did not, he felt, address the significant issues Wales was facing.</p> <p>6.4 <u>Resolved</u>: Accordingly and that the Museum's statutory obligations in relation to the Act be relayed to the President.</p>	<p>Head of Policy & Planning</p>
<p>7 THE ST FAGANS: NATIONAL HISTORY MUSEUM MAKING HISTORY PROJECT UPDATE</p> <p>7.1 <u>Received</u>: A report by the Deputy Director General / Director of Operations.</p> <p>7.2 <u>Reported</u>: That the £1m payment from HLF had been approved by them. In respect of the Main Building, a partial claim back on the delays had been achieved and a four week extension for Gweithdy had been approved. The Development Department continues to explore and pursue fundraising opportunities. The Activity Plan is progressing well and the Design Team is monitored closely.</p> <p>7.3 The President recorded her thanks to all the staff involved in providing the Trustees with the valuable training event, tours and updates.</p> <p>7.4 <u>Resolved</u>: Accordingly.</p>	
<p>8 PRESENTATION OF THE MUSEUM'S STATUTORY ACCOUNTS 2014/15</p> <p>8.1 <u>Received</u>: The accounts introduced by the Treasurer.</p> <p>8.2 <u>Reported</u>: That the audited accounts had been laid before the Welsh Government and were presented to the Board following their approval by the joint meeting of the Performance Review and Audit Committees in July 2015. The accounts received a clean audit certificate with no management recommendations raised. The reporting for the next financial year will be revised to reflect any guidance received by the Welsh Government. A separate impact report will be produced this year. In respect of the appearance before the Public Accounts Committee of the Director General and Director of Finance & Corporate Resources, Members noted the strong performance at the Committee, and the issue of potential conflict of interest relating to our contract for legal services. Members were assured that Museum does not have same conflicts, as had arisen in relation to the National Library of Wales, and the contract for legal services would be procured through the National Procurement Service going forward. The Museum will follow up on one issue raised by PAC and provide information requested.</p> <p>8.3 <u>Resolved</u>: Accordingly.</p>	
<p>9 GOVERNANCE</p>	

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<p>9.1 Audit Committee independent member appointment</p> <p>9.1.1 <u>Reported</u>: That the President reported that following the retirement of Huw Williams from the Audit Committee, there was a vacancy on the Audit Committee for a new independent Member. Following consultation with the Chair of the Audit Committee, the Vice President and the Treasurer, the President recommended that Michael Prior, a solicitor and a senior partner win Blake Morgan, be appointed to the Committee.</p> <p>9.1.2 <u>Resolved</u>: Accordingly and that Michael Prior be appointed as an independent Member of the Audit Committee.</p> <p>9.2 St Fagans Project Commissioning Group</p> <p>9.2.1 <u>Reported</u>: That following the retirement of four Trustee Members of the St Fagans Project Commissioning Group on 31 October 2015, the President recommended that Victoria Provis be appointed to the Group.</p> <p>9.2.2 <u>Resolved</u>: Accordingly, and that Victoria Provis be appointed as a Member of the St Fagans Project Commissioning Group with effect from 01 November 2015.</p>	<p>Museum Secretary</p> <p>Museum Secretary</p>
<p>10 COLLECTIONS MATTERS</p> <p>10.1 Collection Development Co-ordinator / workshops</p> <p>10.1.1 <u>Reported</u>: That the Director General reported that a Co-ordinator had been appointed by internal recruitment in the previous week, to manage a programme of workshops with staff on the development of strategy for collection development. The workshops were funded by the Paul Hamlyn Foundation.</p> <p>10.2 Collections & Research Report</p> <p>10.2.1 <u>Received</u>: A report by the Director General.</p> <p>10.2.2 <u>Reported</u>: That the report was noted.</p> <p>10.2.3 Members discussed the need to reference the transformational projects, including St Fagans, within the report.</p> <p>10.2.4 <u>Resolved</u>: Accordingly, and that future reports where appropriate include updates on key priority transformational projects.</p> <p>10.3 International Loans</p> <p>10.3.1 <u>Received</u>: A report by the Director General.</p> <p>10.3.2 <u>Reported</u>: That the Board considered the recommendations of the Arts</p>	<p>Director General</p>

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<p>Advisory Group.</p> <p>10.3.3 <u>Resolved</u>: Accordingly and that the International Loans were approved.</p> <p>10.4 Research Advisory Committee independent members</p> <p>10.4.1 <u>Reported</u>: That the Director General reported that, with the approval of the current Members of the Research Advisory Committee, approached three new potential Members. Chris Williams from Cardiff University had formally accepted his invitation, and the Director General was awaiting a response from the other two remaining.</p> <p>10.4.2 <u>Resolved</u>: Accordingly, and that the recruitment process should, if possible, be completed in time for the next meeting of the Committee on 19 November 2015.</p>	<p>Director General</p>
<p>11 DRAFT MINUTES OF VARIOUS MEETINGS</p> <p>11.1 <u>Received and Noted</u>: The draft minutes of:</p> <ul style="list-style-type: none"> i. NMGW Enterprises Ltd 5 July 2015 ii. Pension Trustees 15 July 2015 iii. Performance Review Committee 16 July 2015 iv. Joint meeting of the Performance Review and Audit Committees 16 July v. Audit Committee 16 July 2015 vi. St Fagans: National History Museum Project Commissioning Group 8 September 2015 <p>11.2 <u>Reported</u>: That in respect of the Performance Review Committee and Peoples Collection Wales, Members discussed the benefits of sharing the reports that were presented to both groups.</p> <p>11.3 <u>Resolved</u>: Accordingly, and that the reports relating to the Development Department, submitted to the Performance Review Committee, be sent in strict confidence to all Trustees together with the minutes and progress report from People’s Collection Wales. That the meeting venue for the St Fagans Project Commissioning Group minutes be corrected.</p>	<p>Museum Secretary</p>
<p>12 ANY OTHER BUSINESS</p> <p>12.1 That the President recorded her thanks to Linda Tomos, Director of MALD for her support for the Museum. Thanks were also given to Victoria Provis for her work supporting the successful Wales in London event. The President and Director General further recorded their thanks and gratitude to the four retiring Trustees: Carole-Anne Davies, Miriam Griffiths, Gareth Wyn Jones, and Christina Macaulay. Each had shown an exemplary commitment to the Museum over the last eight years. The Museum looked forward their continuing support.</p> <p>12.2 That the Director General invited Members to attend an evening ‘in</p>	

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<p>conversation' at 6pm on 19 October 2015 between author Iain Sinclair and Professor Damian Walford Davies on the occasion of Iain Sinclair's latest book <i>Black Apples of Gower</i>.</p>	
<p>DATE AND TIME OF NEXT MEETING:</p> <p><u>Resolved:</u> That the next meeting of the Board of Trustees will commence at 9:00am on 17 December 2015 in the Court Room, National Museum Cardiff.</p>	