

Minutes of the **BOARD OF TRUSTEES** held on 17 March 2016 in the Court Room, National Museum Cardiff

Notes	Actions by
<p>PRESENT: Elisabeth Elias, President (in the Chair); Haydn Edwards, Vice President; Laurie Pavelin, Treasurer; Carol Bell, Vice President Elect; Carys Howell; Glenda Jones; Hywel Ceri Jones; Jessica Seaton; Rachel Hughes; Victoria Provis; David Anderson, Director General; Steph Mastoris, Acting 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: Kate Clark, Chief Executive Cadw, and Museums Archives & Libraries Division, and Lesley-Anne Kerr, Museums Archives & Libraries Division as observers.</p>	
<p>1 WELCOME AND APOLOGIES</p> <p>1.1 Members, Kate Clark and Lesley-Anne Kerr were welcomed to the meeting. Carys Howell, Jessica Seaton and Rachel Hughes were welcomed to their first meeting as newly appointed Trustees. Carol Bell was welcomed to her first meeting as Vice President Elect. John Morgan attended the meeting as a member of the public to observer proceedings. Apologies were received from Kay Andrews, Keshav Singhal, Robert Pickard and Tony Atkins.</p>	
<p>In the Closed Session of the meeting the Board discussed and were briefed on Trustee appointments, the Change Programme, Financial Planning and Horizon Scanning.</p> <p><i>At this point the meeting was opened to the public. One member of the public was in attendance.</i></p>	
<p>2 MINUTES</p> <p>5.1 <u>Resolved:</u> That the Minutes of the meeting held on 17 December 2015 be approved.</p>	
<p>3 MATTERS ARISING from the minutes of 17 December 2015</p> <p>3.1 4.6 Specimen Acquisition Grant – The Museum was still in discussion with MALD concerning the retention of the Museum’s grant.</p> <p>3.2 10.4.2 Head of Research – The Director General confirmed that Bella Dicks had been appointed. She would take up her appointment on 31 May 2016.</p>	
<p>4 FINANCIAL ALLOCATION 2016/17</p> <p>4.1 <u>Reported:</u> The Director General reported that it was the Government’s intention</p>	

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<p>to cut the Museum's budget by 4.7%. As reported above, the Specimen Acquisition Grant had been retained by MALD.</p> <p>4.2 The Museum was seeking to cease Premium Payments, make savings by reducing staff costs, and altering the opening times and days of museums. Detailed proposals were being prepared in order to make the necessary and significant savings required within the next three years. The Board considered and approved these proposals in the Closed Session of this meeting.</p> <p>4.3 <u>Resolved</u>: Accordingly.</p>	
<p>5 PENSION SCHEME</p> <p>5.1 Changes to the Pension Scheme</p> <p>5.1.1 <u>Received</u>: A report by the Director of Finance & Corporate Resources.</p> <p>5.1.2 <u>Reported</u>: That the review had been requested by the Welsh Government in line with the Treasury Requirements. The Pension Trustees had approved the changes in February 2016, and were now making their recommendation to the Museum's Board of Trustees. Once the Board had approved the revised Scheme the Museum would inform the Welsh Government.</p> <p>5.1.3 Members noted that the Pension Scheme Trustees had considered the proposals in great detail. The thorough, inclusive and lengthy consultation process was welcomed. The Pension Scheme Trustees and staff were thanked for their diligence and detailed work.</p> <p>5.1.4 <u>Resolved</u>: Accordingly, and that the new Pension Scheme be approved.</p> <p>5.2 Investment Changes</p> <p>5.2.1 <u>Reported</u>: That the President reported that the Board had considered this item on 16 March 2016, as the Chair of the Pension Scheme and Amgueddfa Cymru Trustee Robert Pickard, was absent from today's meeting. Robert Pickard explained in detail the policy and thinking behind the proposed changes to both the Investment Strategy and the Investment Principles. Trustees noted the detailed and wide-ranging review undertaken by the Pension Trustees, and were happy to approve their recommendations. The President thanked Robert Pickard, the Pension Trustees and staff for their diligence.</p> <p>5.2.2 <u>Resolved</u>: Accordingly, and that the changes to the Investment Strategy were approved.</p> <p>5.3 Statement of Investment Principles</p> <p>5.3.1 <u>Received</u>: A report by the Director of Finances & Corporate Resources.</p> <p>5.3.2 <u>Reported</u>: That, as noted in 5.2.12 above, the President reported that the</p>	

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<p>Board had also considered this item on 16 March 2016.</p> <p>5.3.3 <u>Resolved</u>: Accordingly, and that the changes to the Statement of Investment Principles were approved.</p>	
<p>6 ST FAGANS: NATIONAL HISTORY MUSEUM MAKING HISTORY PROJECT UPDATE</p> <p>6.1 <u>Reported</u>: That the Director of Finance & Corporate Resources reported that the project continued to demonstrate Amgueddfa Cymru’s progressive work as a National Museum. The new Head of HLF, Richard Bellamy, had attended the site meeting and received a tour of the site. He commented that it was ‘a major and significant project for the United Kingdom’. He noted the Museum’s commitment to bringing the project to fruition and in delivering the benefits for Wales.</p> <p>6.2 Members noted the delays, and that the opening date was now early 2018. The procurement for the exhibition fit-out was now under way. Victoria Provis, Chair of the Development Board, updated Members on fundraising. Haydn Edwards noted that the St Fagans Project Commissioning Group was supporting the Development Board and staff. The Museum’s Internal Auditors had recently carried out an audit on the way the project was being managed. Its findings were positive, citing the detailed Risk Register.</p> <p>6.3 Members further noted the increased budget, and the impacts of the redevelopment on current levels of income and visitor numbers.</p> <p>6.4 <u>Resolved</u>: Accordingly.</p>	
<p>7 DIRECTOR GENERAL’S REPORT</p> <p>7.1 Quarterly Briefing Quarter 3; Current Issues</p> <p>7.1.1 <u>Received</u>: A report by the Director General.</p> <p>7.1.2 <u>Reported</u>: That the Head of Policy & Planning reported on the highlights in the report, including the visitor figures, formal education visits, website visits and progress against the Internal Vision Map and Enabling Objectives.</p> <p>7.1.3 Members noted that the Pioneer Area Programme Pilot Year Evaluation Final Report had been published. The outcomes have resulted in the Welsh Government extending the programme by one year and up to four new Pioneer Areas will be created. The Director General noted this was a significant survey of the field and for the Pioneer Areas and that it would support the Museum’s work in other areas. The Museum was becoming recognised as experts in this field with Communities First and across the UK. In respect of the Wellbeing of Future Generations (Wales) Act, the work would impact on Wales’ understanding of the role of culture and heritage. The</p>	

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<p>Museum reiterated its thanks for the support it had received from MALD.</p> <p>7.1.4 Members noted work at the National Waterfront Museum, Swansea to be a classroom base within the museum on a long-term basis. This is part of a new research project with the Kings College London. The project started earlier this year and the early indications are that the experience of ‘coming to school’ at the museum is having a positive impact on children’s learning. Amgueddfa Cymru offers a culturally rich learning environment that makes a significant contribution to children’s development.</p> <p>7.1.5 <u>Resolved</u>: Accordingly and the report was noted.</p> <p>7.2 Strategic Plan 2016-19 update</p> <p>7.2.1 <u>Reported</u>: That the Head of Planning & Policy reported that work continued to develop the plan.</p> <p>7.2.2 <u>Resolved</u>: Accordingly, and that the final Plan to be submitted to the Performance Review Committee in May 2016, and subject to its approval, it would be submitted to the Welsh Government.</p>	<p>Head of Policy & Planning</p>
<p>8 DRAFT MINUTES OF VARIOUS MEETINGS</p> <p>8.1 <u>Received and Noted</u>: The draft minutes of:</p> <ul style="list-style-type: none"> 8.1.1 NMGW Enterprises Ltd 28 January 2016 8.1.2 Audit Committee 9 February 2016 8.1.3 Pension Trustees 10 February 2016 8.1.4 Performance Review Committee 11 February 2016 8.1.5 St Fagans: National History Museum Project Commissioning Group 3 March 2016 <p>8.2 <u>Reported</u>: That in respect of NMGW Enterprises, a submission had been made to the Welsh Government’s Invest to Save Scheme. Members noted it was important to ensure there was rigorous monitoring of performance in respect of the external catering provision. The Director General informed Trustees of the ticketed, international piano concert series being held in the Reardon Smith Lecture Theatre, in partnership with Cardiff University.</p> <p>8.3 In respect of the Performance Review Committee, the Chair of the Committee reported that the Committee had recommended a sub-group be established to support the Senior Management Team in its work on the Savings Plan. Membership included Laurie Pavelin as Chair, Glenda Jones as a member of the Committee, Carol Bell as Vice President Elect, and Haydn Edwards as current Vice President. Meetings would be held as required and they would report back to the Performance Review Committee, and, as required, to the Board.</p> <p>8.4 In respect of Trustee appointments to Committees and groups, the President</p>	

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<p>recommended four new appointments.</p> <p>8.5 <u>Resolved</u>: Accordingly and that a risk be added to the Risk Register in relation to the performance of Elior, the external caterers. That the Performance Review Committee Sub-Group was approved. That Carol Bell be appointed to the Appointments & Remuneration Committee. That Carys Howell be appointed to the St Fagans Project Commissioning Group. That Jessica Seaton be appointed to the NMGW Enterprise Ltd Board. That Rachel Hughes be appointed to the Performance Review Committee.</p>	<p>Director of Finance & Corporate Resources / Senior Management Team / Museum Secretary</p>
<p>9 ANY OTHER BUSINESS</p> <p>9.1 The Director General reported that the Museums Journal had recently reported that a number of the London-based national museums had reported a significant drop in visitor figures. This was in contrast to Amgueddfa Cymru's visitor figures which had remained stable.</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 30 June 2016 in the Dockside Room, National Waterfront Museum Swansea.</p>	