

MINUTES OF THE BOARD OF TRUSTEES HELD ON 13 DECEMBER 2018
AUGUSTUS & GWEN JOHN ROOM, NATIONAL MUSEUM CARDIFF

Agenda no	Notes	Action by
	<p>PRESENT: Carol Bell (in the Chair), Laurie Pavelin (Treasurer); Carys Howell, Catherine Duigan, Glenda Jones; Hywel Ceri Jones; Hywel John; Jessica Seaton; Michael Prior; Victoria Provis; David Anderson, Director General; Janice Lane, Director of Gallery Development and Visitor Experience; Nia Williams, Director of Learning & Engagement, Heledd Fychan, Head of Policy & Public Affairs and Elaine Cabuts, Museum Secretary.</p> <p>IN ATTENDANCE: Richard Nicholls, Development Director, Paul Twamley, Chair of the Development Board, Peter Owen, MALD.</p>	
	<p>DECLARATIONS OF INTEREST</p> <p>Jessica Seaton declared an interest in the Derek Williams Trust – her husband James Seaton is a Trustee.</p>	
	<p>In the Closed Session of the meeting the Board discussed: President and Trustee recruitment; Feasibility studies for a Sport Museum for Wales and a National Contemporary Art Gallery; Development Department and Board; Horizon Scanning; Turner House; approval of international loans.</p> <p>At this point the meeting was opened to the public. No members of the public were in attendance.</p>	
1	<p>WELCOME AND APOLOGIES</p> <p>Trustees, Peter Owen and Eleri Wynne, Internal Communications and External Affairs were welcomed to the meeting.</p> <p>Apologies were received from Rachel Hughes, Kay Andrews and Lesley-Anne Kerr.</p>	
2	<p>MINUTES</p> <p><u>Resolved:</u> That the Minutes of the meeting held on 04 October 2018 were approved.</p>	
3	<p>MATTERS ARISING</p> <p>4. Membership scheme – The President reported that she had met the new Chair of the Friends at their Christmas lunch and that they enjoyed a shared vision for working in partnership.</p> <p>5.1.7 Collections & Research – Roundtable discussion event with universities for a public presentation of the Research Strategy – The Minister would welcome an invitation to this event. Trustees had a broad discussion on the Museum’s engagement with universities, membership of the Research Advisory Committee, international engagement and the Museum’s Vision and funding. The f Xylella bacterial plant disease was proposed as a case study in</p>	

	<p>respect of research funding received and the potential for approaching companies for financial support based on the findings of the research was noted.</p> <p>9.1.1.1 Pension Scheme Trustees – the Museum would consider appointments to this and other Committees once the new Trustees were in post. The Pension Trustees meetings are quorate.</p> <p>10.1.1.4 GDPR – Training provision has increased, with activity targeted at those staff that are most likely to deal with FOI requests. <u>Resolved</u>: Accordingly and that the Board will be updated on progress with training staff at the National Slate Museum.</p>	
4	<p>STRATEGY, POLICY & PLANNING</p> <p>1. THURLEY REVIEW</p> <p>1.1. <u>Reported</u>: The Director General reported that the Museum was in discussion with Welsh Government over the funding proposals it had submitted.</p> <p>2. HISTORIC WALES STRATEGIC PARTNERSHIP</p> <p>2.1. <u>Reported</u>: A mapping exercise was being undertaken with the Co-Chair to identify key priority areas. These included the development of a Wales-wide heritage site where people can take, or licence images from collective collections. The Skills development report was submitted to the Partnership. Jason Thomas was positive about the report and its recommendations, noting too that the members required funding to take forward the recommendations. Jason Thomas hoped that a programme of work could be launched at the Senedd in the Spring. The Museum’s Operational Plan includes a framework for a skills audit across the four bodies, then a programme would be developed that included mentoring and apprenticeship development. The aim for all organisations was to build a more diverse workforce that embraces all those who consider Wales their home. The Partnership members are all seeking ways of working more collaboratively together across a range of areas.</p> <p>3. SPORT / FOOTBALL MUSEUM AND NATIONAL GALLERY OF CONTEMPORARY ART</p> <p>3.1. <u>Reported</u>: Peter Owen noted that a plenary debate was held in the Senedd, and that Ministers are looking for a broad consultation process.</p> <p>3.2. Sport / Football Museum – Peter Owen reported that this could be taken forward through four of the recommendations. A working group would be established to take the work forward, following a formal statement from the Minister.</p> <p>3.3. National Gallery of Contemporary Art – Peter Owen noted the strength of the report, and the associated costs for some of the proposals. No decision had yet been taken and a further feasibility study would be required to consider the costings and audience development opportunities. There were funds to support this next feasibility phase, but not the capital programme. The Minister is clear that Amgueddfa Cymru should be part of the development of fuller proposals, as a member of the Steering Group. Any future discussions would include a</p>	

	<p>broad church of participants, including artists, artist groups, venues and national bodies.</p> <p>4. INTERNATIONAL PARTNERSHIPS – IRELAND</p> <p>4.1. <u>Reported</u>: The Director General reported that the Board was being updated on the drafting of a Memorandum of Understanding between the Museum and the National Museum of Ireland, because of Ministerial involvement in the relationship in Ireland. This relationship was a vital relationship for Wales and Ireland.</p> <p>4.2. The Head of Policy & Public Affairs reported that she and the Director General, and Peter Owen, had attended a dinner at the British Ambassador’s residence in Dublin. This brought together the cultural organisations in Ireland. There was positive dialogue around opportunities for sharing collections and maintaining an open dialogue.</p> <p>4.3. Catherine Duigan welcomed the update, and made the following statement in Irish: Tá athás mór orm a léamh faoin gcairdeas atá idir an Bhreatain Bhéag agus Éirinn. Tá cultúr, traidisún, agus stair saibhir roinnte againn. Míle buíochas daoibh uilig an caidreamh seo a spreagadh. This translates into English as: I am very happy to read about the friendship between Wales and Ireland. We have a rich shared heritage and history. Thank you very much for cultivating this relationship.</p> <p>4.4. <u>Resolved</u>: Accordingly, and the Board endorsed the Museum’s proactive relationship development with its European partners.</p> <p>5. ETHICAL FUNDRAISING POLICY</p> <p>5.1. <u>Received</u>: A report by the Development Director.</p> <p>5.2. <u>Reported</u>: That the revised policy had been updated to reflect the current climate and latest best practice. It aimed to establish a policy for the organisation’s collective decision-making in respect of the receipt of funds. The Museum’s Executive would be the first decision-making body. The advice of the Development Board and the Museum’s Board of Trustees would also be sought as required.</p> <p>5.3. Members noted the relationship between this policy and the work of the Ethics Committee as part of the Research Advisory Committee, and the Art Department’s Ethical Loans policy. There were a core set of values across the organisation.</p> <p>5.4. The Development Board would consider the policy at its forthcoming meeting.</p> <p>5.5. Training staff using case studies would be an important way of engaging people with the detail.</p> <p>5.6. Members noted that the Museum discusses any ethical issues with MALD.</p> <p>5.7. <u>Resolved</u>: Accordingly, and that the Policy was approved, and that should the Development Board have any significant changes to recommend, the revised Policy be submitted to the Board of Trustees for its approval by electronic means. Trustees to be informed if the Policy is published on the website.</p>	<p>Development Director</p>
5	<p>COLLECTIONS & RESEARCH</p> <p>1. COLLECTIONS & RESEARCH ACTIVITIES AND ACQUISITIONS</p>	

	<p>1.1. <u>Received</u>: A report by the Director of Collections & Research.</p> <p>1.2. <u>Reported</u>: The paper set out the key activities for the previous six months, including acquisitions. Members noted developments in relation to the recent find, publicity and the development bid with Cadw and HLF. Staff would ensure there was a fully participatory approach to the excavation and post-excavation display of the chariot find.</p> <p>1.3. Members noted the communication opportunities in relation to the activity noted in the report, and that it would could be used alongside the presentation of the Research Strategy at the event later in the year.</p> <p>1.4. Members also noted the value of the Museum’s taxonomic collections and the length of time they take to develop. In the case of the Xylella bacterial plant disease, the connection that research has in relation to climate change is only just being realised.</p> <p>1.5. Members noted that the Welsh Government was moving towards challenge-led research, and that the Museum was looking at this in terms of the Wellbeing of Future Generations Act. Future research activity would be based on securing the relevant funding.</p> <p>1.6. Members noted the leverage that partnerships achieve in securing funding for acquisitions, citing the example of the Museum’s relationship with the Derek Williams Trust. Members were pleased to see the range of objects being acquired, particularly those of a contemporary nature.</p>	
6	<p>ACTIVITY REVIEW</p> <p>1. ANNUAL EXHIBITIONS REPORT</p> <p>1.1. <u>Received</u>: A report by the Acting Head of Exhibitions and Programmes.</p> <p>1.2. <u>Reported</u>: The Acting Head of Exhibitions and Programmes noted that this annual report complemented the forward-looking programme of activity that was presented to the Board the previous day.</p> <p>1.3. Trustees noted how exhibition ideas were generated, considered and agreed across the Museum. There was a need for the three to five year plan to be flexible enough to accommodate contemporary events and requests. The Board congratulated the Museum on delivering such an extensive range of activities within the available resources.</p> <p>1.4. The Director General noted how research into public programming, in all its forms, works in support of the organisation’s Vision. The Director of Gallery Development and Visitor Experience is preparing a paper for the Senior Leadership Team regarding the Museum’s work with local museums.</p> <p>1.5. <u>Resolved</u>: Accordingly, and that the Board receives a short paper outlining the general principles that underpin the way decisions around programming are reached.</p>	Director of Gallery Development and Visitor Experience
7	<p>ACTIVITY REVIEW</p> <p>1. QUARTER 2 OPERATIONAL PLAN PERFORMANCE REPORT</p> <p>1.1. <u>Received</u>: A report by the Director General / Head of Policy & Public Affairs</p>	

9	<p>GOVERNANCE</p> <p>1. DRAFT MINUTES OF VARIOUS MEETINGS</p> <p>1.1. Pension Scheme Trustees – The Trustees were pleased to note that the scheme was 94% funded.</p> <p>1.2. Arts Advisory Committee – The Director General noted their deliberations included the Feasibility Study for the National Gallery of Contemporary Art, and proposals for a touring exhibition to Australia.</p> <p>1.3. Performance Review Committee – The Chair of the Committee reminded Trustees of the level of scrutiny the Committee gives to matters considered at the strategic level at the Board.</p> <p>1.4. Audit Committee – Hywel John, Chair of the Committee noted that there was some overlap in committee work, and the need to review the composition and independent representation on the Committee.</p> <p>1.5. NMGW Enterprises Ltd – Members noted that the performance was strong and that there was confidence that the company would meet its targets. The current Deputy Enterprises Manager would be going on maternity leave in January 2019, and that subject to resources, cover would be arranged.</p> <p>1.6. Research Advisory Committee – The Board noted the important contribution of this committee for the whole of the Museum. <u>Resolved</u>: Accordingly, and that the ethics section of the Research Strategy be sent to the Development Director for the Development Board’s consideration.</p> <p>1.7. Board of Trustees – <u>Resolved</u>: That the minutes be corrected to state that Kay Andrews’ term of office would end in 2022.</p> <p>2. CORPORATE GOVERNANCE & STANDARDS FRAMEWORK DOCUMENT</p> <p>2.1. <u>Received</u>: A report by the Museum Secretary.</p> <p>2.2. <u>Reported</u>: That the Board received their annual reminder to re-familiarise themselves with the contents of this document.</p>	Head of Research
10	<p>LEGAL & REGULATORY</p> <p>1. WELL-BEING OF FUTURE GENERATIONS</p> <p>1.1. <u>Reported</u>: That the Director of Learning & Engagement reported that the Commissioner had requested the Museum, and other agencies, complete a self-reflection report on the last financial year.</p> <p>1.2. Members noted that the Wales Audit Office had been tasked to develop evaluation criteria for use with various agencies including the Arts Council of Wales and the National Library of Wales, as well as the Museum. Their focus would be on access and engagement. The Director General noted that the Commissioner would be attending a Commissioners’ Office meeting in London.</p> <p>2. COMPLIANCE WITH THE WELSH LANGUAGE STANDARDS</p> <p>2.1. <u>Reported</u>: Matter not discussed.</p> <p>3. BIG PIT NATIONAL COAL MUSEUM ANNUAL OWNER’S REPORT</p> <p>3.1. <u>Received</u>: A report by the Head of Big Pit National Coal Museum.</p> <p>3.2. <u>Reported</u>: That the report provides Trustees with an annual update on their roles and responsibilities as they relate to their role as Mine Owners and Operators.</p>	

	<p>4. ANNUAL STATUTORY ACCOUNTS 2017/18</p> <p>4.1. <u>Reported</u>: That the reporting of their approval and publication had been recorded in the minutes of the last meeting of the Board of Trustees, via the summary of the minutes of various meetings.</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 13 March 2019 in St Fagans National History Museum.</p>	