

AMGUEDDFA CYMRU

The Draft Minutes of the Open Session of the Board of Trustees meeting held 30 June 2022 at Studio 1, St Fagans and via Zoom

Item		Action
	<p>Present: Carol Bell, Vice-President (in the Chair); Roger Lewis, President; Hywel John, Treasurer; Carys Howell; Kay Andrews; Richard Thomas; Rachel Hughes; Rob Humphreys; Michael Prior; Gwyneth Hayward; Freya Stannard; Cai Wilshaw; Catherine Duigan; David Anderson, Director General; Nia Williams, Director of Learning and Public Programmes; Nia Elias, Director of Business Development; Kath Davies, Director of Collections and Research; Janice Lane, Director of Visitor Experience and Llewellyn Goff, Senior Administrative Officer in Policy and Public Affairs.</p> <p>In Attendance: Catrin Taylor, Head of Marketing and Communications; Manon Edwards Ahir, Head of Planning and External Affairs; Elizabeth Connolly, Head of Human Resources and Mark Petherick, Corporate Governance Manager.</p> <p>Translators: Ioan Davies, Prysg and Siân Jones, Cyfiaith.</p>	
	Declarations of Interest – None were received.	
	In the Closed Session of the meeting the Board of Trustees discussed: International Loans, Strategy and Brand, Income Generation Strategy 2021 – 2025, and the Operational Plan 2022 – 2023.	
1.	<p>Welcome and Apologies</p> <p>1.1 Carol Bell welcomed everyone to the meeting. Apologies were received from Madeleine Havard, Trustee; Hywel Ceri Jones, Trustee; Abigail Lawrence, Trustee; Neil Wicks, Chief Operating Officer / Deputy Director General and Phil Bushby, Director of Corporate Resources. The Committee welcomed observers Daniel Maney, Prospect; Sofia Lazaridi, Assistant Development Officer, Amgueddfa Cymru; Gwendolyn Williams, Friends of the Museum; Hywel Owen, Welsh Government and Kirsty Warner to the meeting.</p>	
2.	<p>The Draft Minutes of the Board of Trustees Open Session held 24 March.</p> <p>2.1 <u>Reported</u>: That the minutes were considered.</p> <p>2.2 <u>Resolved</u>: Following a comment made by the Committee, the minutes were approved.</p>	
3.	<p>Director General's Report</p> <p>3.1 <u>Received</u>: A paper by the Director General.</p> <p>3.1.1 ICOMOS Ireland / ICOMOS UK visit to the Slate Region, 8 – 10 April 2022</p> <p>3.1.1.1 <u>Reported</u>: It was noted that the visit went extremely well and the ICOMOS remained in regular contact.</p> <p>3.1.2 The Director General's evidence to the Welsh Affairs Committee, 20 April 2022</p> <p>3.1.2.1 <u>Reported</u>: The Director General thanked the Head of Planning and External Affairs and the Head of Marketing and Communications for their support in preparing for the Committee.</p> <p>3.1.3 Peoples Postcode Lottery Gala Dinner, 16 May 2022</p> <p>3.1.3.1 <u>Reported</u>: The Museum was awarded £350,000 in financial year 2021-22. This financial year the amount has been nearly doubled to £600,000, a statement of commitment and support by PPL that brings Amgueddfa Cymru into the upper tier of funding from People's Postcode Lottery.</p> <p>3.2 <u>Resolved</u>: Accordingly, and that the update was noted.</p>	
4.	<p>Public Programme Strategy and Action Plan, 2022 – 2027</p> <p>4.1 <u>Received</u>: A paper by the Director of Learning and Public Programmes.</p> <p>4.2 <u>Reported</u>: The Director of Learning and Public Programmes noted that the Strategy incorporates responsibilities to support the Wellbeing of Future Generations, Cymraeg 2050, the new Curriculum in Wales and the Anti-Racist Wales Action Plan, as well as the Term of Government Remit Letter.</p>	

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	<p>4.3 It was noted that the Public Programmes Strategy and the Income Generation Strategy were supportive of each other. Throughout the pandemic, the team were able to experiment with different methods of generating income such as a pay as you can model and ticketing. The aim would be to continue to generate income while balancing our responsibility to widen engagement. The Head of Marketing and Communications noted that the newly appointed insights team would support the Strategy once the systems were established.</p> <p>4.4 The President recommended that the Action Plan be summarised into a calendar of events, particularly to support the Development Advisory Group acquire funding and to ensure maximum support across the organisation. The Director of Learning and Public Programmes offered to share the schedule.</p> <p>4.5 The Director of Learning and Public Programmes welcomed a further discussion on plurilingualism.</p> <p>4.6 The Committee praised the comprehensive paper and its international reach.</p> <p>4.7 <u>Resolved</u>: Accordingly, and that the Strategy and Action Plan was strongly approved.</p>	NiaW
5.	<p>Museum of North Wales (Llanberis)</p> <p>5.1 Llanberis Redevelopment Project / Amgueddfa'r Gogledd – Governance Structure</p> <p>5.1.1 <u>Received</u>: A paper by the Director of Collections and Research.</p> <p>5.1.2 <u>Reported</u>: The Director of Collections and Research felt it appropriate to consider the governance arrangements for the project given the conclusion of the feasibility study at the end of June.</p> <p>5.1.3 The Director General shared that the focus was towards the Programme for Government and ensuring the delivery and accountability of key projects.</p> <p>5.1.4 The Treasurer noted that the Terms of Reference developed for the Redevelopment of St Fagans provided a useful template for the Internal Steering Group.</p> <p>5.1.5 The Director of Collections and Research added that the name 'Amgueddfa'r Gogledd' had been provided by Welsh Government. It was noted that the name's complexities had been raised with Welsh Government and will be included within the Strategic Outline Case due for submission in September.</p> <p>5.1.6 The Director of Collections and Research explained that the External Steering Committee appointments were made by Amgueddfa Cymru. It was noted that Welsh Government were aware of the process.</p> <p>5.1.7 <u>Resolved</u>: Accordingly, and that the following recommendations were approved:</p> <ol style="list-style-type: none"> 1. Membership of External Steering Committee is extended to include representatives from the Amgueddfa Cymru Board of Trustees 2. Membership of the External Steering Committee is extended to include representation from Llanberis/Cyngor Gwynedd and the North Wales Business Advisory Board 3. SET to attend the External Steering Committee as required 4. A review of the existing Terms of Reference of the External Steering Committee 5. Establishment of a new Internal Steering Group comprised of SET, Board representatives, Welsh Government observer(s) 	

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	<p>6. Terms of Reference drawn up to specify roles and responsibilities of the Internal Steering group.</p> <p>7. The Project Board and Project Working group are reviewed by the new Project Director and any changes to membership, and Terms of Reference agreed by the Internal Steering group.</p> <p>5.2 Project Director's Report, Llanberis</p> <p>5.2.1 <u>Received</u>: A paper by the Director of Collections and Research.</p> <p>5.2.2 <u>Reported</u>: It was noted that the Project Director recruitment had been successfully concluded with the post-holder, Esther Roberts, due to start the role in the early autumn.</p> <p>5.2.3 The Director of Collections and Research added that the process of scoping out plans to develop the Strategic Outline Case, scheduled for completion by the end of September.</p> <p>5.2.4 <u>Resolved</u>: Accordingly, and that the paper was noted.</p>	
6.	<p>Report Arising from a Review of Outward Loans</p> <p>6.1 <u>Received</u>: A paper by the Director of Collections and Research.</p> <p>6.2 <u>Reported</u>: The Committee praised the thorough piece of work undertaken. The Director General thanked the Trustees for their positive response towards the paper.</p> <p>6.3 <u>Resolved</u>: Accordingly, and that the recommendations were approved.</p>	
7.	<p>Cultural Rights and Cultural Democracy</p> <p>7.1 <u>Received</u>: A paper by the Director General.</p> <p>7.2 <u>Reported</u>: The Director General thanked Mared Jones; Event Administrator, for leading the arrangements for the workshop. As well, thanks were noted for all staff involved in the event, particularly to the Finance team, Mari Gordon; Head of Publishing and the Communications team. Catherine Duigan, Trustee endorsed the Director General's comments, having attended the event, and referred to the organisation as a thought leader in relation to cultural democracy.</p> <p>7.3 <u>Resolved</u>: Accordingly, and that the paper was noted.</p>	
8.	<p>Income Generations Strategy</p> <p>8.1 <u>Received</u>: A presentation by the Director of Business Development.</p> <p>8.2 <u>Reported</u>: That the update was considered</p> <p>8.3 <u>Resolved</u>: Accordingly, and that the update was noted.</p>	
9.	<p>Sustainability Update</p> <p>9.1 <u>Received</u>: A paper by the Director of Visitor Experience and the Sustainability Co-ordinator.</p> <p>9.2 <u>Reported</u>: The Committee praised the enormous amount of work undertaken thus far and asked that sustainability is considered as a key factor when producing future papers and cover notes. The Sustainability Co-ordinator received thanks.</p> <p>9.3 <u>Resolved</u>: Accordingly, and that the update was noted.</p>	
10.	<p>Widening Engagement</p>	

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	<p>10.1 <u>Received</u>: A paper by the Director of Learning and Public Programmes.</p> <p>10.2 <u>Reported</u>: The Head of Planning and External Affairs shared that Welsh Government had involved the organisation in the appointment of new Trustees. It was noted that the role advertisements would be circulated to an extensive list of organisations and that wording had emphasised the importance of diversity, lived experience and inclusive language.</p> <p>10.3 <u>Resolved</u>: Accordingly, and that the update was noted.</p>	
11.	<p>Welsh Government</p> <p>11.1 <u>Received</u>: A verbal update by Hywel Owen, Welsh Government.</p> <p>11.1.1 Anti-Racist Wales Action Plan</p> <p>11.1.1.1 <u>Reported</u>: It was noted that the Action Plan had been published on 7 June.</p> <p>11.1.2 Culture Strategy and Events Strategy</p> <p>11.1.2.1 <u>Reported</u>: It was shared that Catrin Hughes, Welsh Government had now left the Sponsorship Team and would be responsible for leading the Cultural Strategy. As part of the Remit Letter, the organisation was requested to support with the development of the Strategy.</p> <p>11.1.3 Trustee Appointments</p> <p>11.1.3.1 <u>Reported</u>: It was noted that the advert had gone live on 20 June and would close on 18 July 2022.</p> <p>11.1.4 Cooperation Agreement</p> <p>11.1.4.1 <u>Reported</u>: It was noted that regular meetings between Labour and Plaid Cymru had been taking place – including a monthly oversight Board with the First Minister and Leader of Plaid Cymru – on areas such as the Museum of North Wales, the establishment of the Football Museum, Theatre Clwyd, the National Contemporary Art Gallery, and the Culture Strategy.</p> <p>11.1.5 Football Museum</p> <p>11.1.5.1 <u>Reported</u>: It was noted that the Outline Business Case was due for completion w/c 27 June 2022.</p> <p>11.2 <u>Resolved</u>: Accordingly, and that the update was noted.</p>	
12.	<p>AC Quarterly Highlights with focus on COVID Recovery</p> <p>12.1 <u>Received</u>: A presentation by the Senior Executive Team and the Head of Marketing and Communications.</p> <p>12.2 <u>Reported</u>: The Committee praised the achievements of the organisations.</p> <p>12.3 <u>Resolved</u>: Accordingly, and that the highlights were noted.</p>	
13.	<p>AOB</p> <p>13.1 <u>Reported</u>: The Committee marked the moment in time, as the first meeting of the Board of Trustees to take place in person since the COVID-19 pandemic. The Committee thanked staff for their work in safeguarding the organisation during this time.</p> <p>13.2 It was proposed that an organigram be created to note new staff who have joined the organisation.</p> <p>13.3 The Committee thanked the Senior Administrative Officer, Policy and Public Affairs for coordinating the Board of Trustees accountability cycle in the absence of the Corporate Governance Manager.</p>	

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	<p>13.4 It was noted that Dafydd James, Head of Digital Media would be leaving the organisation for a new role at Public Health Wales.</p> <p>13.5 <u>Resolved</u>: Accordingly, and that there were no additional matters.</p>	
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