

Minutes

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| Teitl y Cyfarfod: Title of meeting: | Amgueddfa Cymru – Board of Trustees Open Meeting |
| Dyddiad y Cyfarfod: Date of Meeting: | Thursday 26 September 2024 at 9.30am – 13.15pm |
| Lleoliad: Venue: | Studio 1, St Fagans |
| Present Board Members: | Kate Eden (KE), Chair Hywel John (HJ), Treasurer Jan Williams (JW), Trustee John Hunt (JH), Trustee Richard Thomas (RT), Trustee [online] Cai Wilshaw (CW), Trustee Freya Stannard (FS), Trustee Llion Iwan (LI), Trustee Daniel Richards (DR), Trustee David Jones (DJ), Trustee Abigail Lawrence (AL), Trustee Emma Yhnell (EY), Trustee Ameerah Mai (AM), Trustee |
| Present Executive Team Members: | Jane Richardson (JR), Chief Executive Phil Bushby (PB), Director of Priority Programs Nia Williams (NiaW), Director of Experience, Learning and Engagement Nia Elias (NE), Director of Relationships and Marketing Kath Davies (KD), Director of Collections and Research |
| Additional Attendees Present: | Elizabeth Connolly (LC), Head of Human Resources and Governance Yvonne Ruelle, Head of Finance Catrin Roberts (CR), Head of External Relationships and Funding Rhodri Davies (RD), Head of Marketing and Communications Victoria Hillman (VH), Project Lead: Sustainable Development and Decarbonisation [online – item 8 only] Manon Margaksis (MM), Welsh Government Nicola Guy (NG), Welsh Government [online] Ioan Davies (ID), In person translator Sian Jones (SJ), Online translator [online] Philip Westcott (PW), Member of Welsh Government Board Shadowing Scheme |
| Declarations of Interest: | 1. Abigail Lawrence to temporary leave the meeting at item 13 for the approval of the BBC MoU. 2. John Hunt is a Trustee of Amgueddfa Torfaen that rents space from SF. |
| Apologies: | Peter Holt, Director of Finance and Resources |

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| | Owen Hathway (OH), Trustee Rhys Evans (RE), Vice - Chair |
| Secretariat: | Anahita Almasian, Governance Administrator Christopher Pyrah, Governance Administrator Amy Matwijciw, PA to Director of Priority Programmes |

Item 1. Open Meeting

Presenter: Kate Eden, Chair

The Chair welcomed all to the meeting and noted apologies. A warm welcome was given to Abigail who has returned from a 6 month sabbatical, and Philip Westcott who was joining the Board as an observer, as part of the Welsh Government Board shadowing scheme. Particular thanks were given to Amy Matwijciw and Christopher Pyrah for taking the notes for today's meeting.

RESOLVED: NOTED apologies and declarations of Interest.

Strategol - Strategic

Item 2. Shaping Our Future Update

Sponsor and Presenter: Jane Richardson, Chief Executive, and Peter Holt, Director of Finance and Resources

In addition to the paper supporting this item, JR noted the following updates against the Shaping our Future programme:

1. A balanced budget has been produced for the year. This will require financial discipline over the next year and will be monitored closely through PPRC and the Board.
2. The last few months have been challenging following departures and vacancies from the restructure. Credit is given to colleagues who have been able to continue to deliver against the operations this summer despite these challenges. It was noted that consultations are still taking place with Front of House staff at some of the sites.
3. It has been challenging to set budgets around visitor numbers and consequently around enterprise income due to the fluctuations around visitor behaviour and numbers. Visitor figures have been down this summer, an issue replicated across many attractions across the UK.
4. There is a sense of excitement around how Phase 2 of Shaping our Future is being approached which will be populated and led by a cross section of colleagues at Amgueddfa Cymru to report back to the wider organisation. This is creating a sense of energy and understanding of the new way of working Amgueddfa Cymru is moving towards.
5. It is important to note that not all change that is happening within the museum is being delivered through Shaping our Future. Shaping our Future is focused on financial resilience, internal culture and ways of working to become a more involved participatory organisation.

Discussion – Q&A

1. The Board noted that there has been no like-for-like recruitment - people cannot be brought in to fill a role of a person that has accepted redundancy. Instead, SoF has

provided the opportunities to reduce or re-focus teams as well as the opportunity to modernise or work differently. The team are currently in the process of recruiting those positions that have been re-framed.

2. Assurance was given to the Board that wellbeing support is in place for staff who have felt the strain from the recent changes. This has been funded by the £787,000 additional revenue received from WG. It will also be used to train, develop and prepare staff for new ways of working once structures are settled.
3. JR agreed with DR that there are platforms, such as the staff monthly newsletter and the monthly staff briefings, that could be used for people to share their positive experiences of going through the change programme to help boost morale with colleagues who are struggling with change. However, if this were to be taken forward, it was agreed a sensitive approach will need to be taken to make sure the messages are not overloaded with too much positivity in case it may exacerbate and upset other members of staff.

ACTION: JR to pick this up with RD from a Comms perspective to agree a suitable approach in taking this forward.

ACTION: Monthly SoF newsletters to be circulated to Trustees.

4. JR is content that the decisions made under Shaping our Future were made in line with the Wellbeing and Future Generations Act, particularly around showing that the long-term vision was not compromised to meet short term needs. However, it was agreed it would be wise to show this can be evidenced as soon as possible.

ACTION: Develop paper evidencing Shaping our Future activity against WBFGA compliance and present to a future Board meeting at appropriate time.

5. It was noted that PH has started working on the Financial Strategy. This will be picked up and delivered by Steve Hudson when he starts in post as the new Director of Finance and Resources.
6. It was noted that a £1.5m surplus is being budgeted for 2024-25 with the expectation that this surplus will be transferred to replenish reserves that have been drawn down against in previous years to fund GIA shortfalls. JR confirmed that the surplus is likely to be reforecast within the next month due to the impact from fluctuating visitor numbers. Trustees will receive further information in PPRC and December's Board.

The Chair thanked JR for the update and the work done so far by the three project workstream leads. She noted that workstream leads will be invited to join future Board meetings to give an update on the progress made in each and this would be diarised according to the timelines to which each was working.

RESOLVED: The paper was RECEIVED and NOTED.

Item 3. Approach for Revising the Vision for Each Site

Sponsor and Presenter: Nia Williams, Director of Experience, Learning and Engagement

The Chair gave clarity on the item to be presented, noting that it is the proposed direction and approach for revising the focus for each site and assured Trustees they will have the opportunity to input on the specifics of the site visions as this work progresses.

Initial thinking around the vision for each site was outlined to the Board; it was noted that some of the work is more advanced in some sites than others. The process will be led by the Head of site collaborating and involving staff, volunteers and other departmental heads with the work to be presented for Board sign off. It is hoped this work will be completed by the end of the financial year.

It was noted that the focus of the newly appointed Head at NWMS will be to build on the museum's status as the first museum of sanctuary in the UK which will involve working closely with the City and Council of Swansea.

Discussion – Q&A

1. The paper was positively received by all, noting the work is exciting and very timely.
2. The Board recognised the positive opportunities this work will bring to all sites with a few suggestions noted, for example, Amgueddfa Cymru becoming a partner with Swansea University as well as with the Swansea Bay City Deal, the possibility of Big Pit being Wales' pioneer site as a climate education venue.
3. Discussion was held on how the overall Amgueddfa Cymru brand will tie in with revising the vision for each site. NiaW is aware that there is more work to do with the brand itself to make it clear who we are as a museum following recent feedback that this could be clearer.
4. It was noted that it is important to recognise the possible tension between being attractive visitor attractions but at the same time ensuring we are fulfilling our purpose as a museum as enshrined in the Royal Charter.
5. It was suggested that it might be timely to relook at what is meant by the 'national collection' and to bring this into the wider discussion.
6. There will be external engagement around the re-visioning, the details of which are currently being worked through.

RESOLVED: The approach was DISCUSSED and AGREED

4. Focus on Finance

4.1 August Month End Finance Report

Amgueddfa Cymru is in a positive net income position, however the increase in the variance between the budgeted operating cost and the actual operating costs may start to pose a concern as the year continues. This is being closely monitored.

Two Business Partners have recently joined Amgueddfa Cymru as well as a Capital Business Partner. This extra resource has allowed YR to spend time with colleagues to discuss their budgets and spending plans.

Discussion – Q&A

1. The Board thanked YR for the paper and noted their appreciation for the detail and clarity behind the narrative of the figures. The Board also acknowledged the difficulty of setting budgets for 2024-25 with limited resources in the finance team.

2. Amgueddfa Cymru are working closely with WG following the recent announcement that WG has agreed up to an average 5% pay award for public bodies. WG have suggested they might fund the extra 1.3% but this has not yet been confirmed. If this is agreed, it was flagged that this will create a pressure for Amgueddfa Cymru next year on – the baseline will have shifted and will need to be considered when budgeting for 2025-26.
3. Assurance was given to the Board that decarbonisation work will not slow despite the majority of the £300k for decarbonisation almost spent for the year. The Board were made aware that it is hoped more funding will become available, for example, a bid for work has recently been submitted for £1m to the WG Energy service.
4. Queries from the Board were answered regarding the procedures involved when setting budgets and confirmation was given that money coming in from WG is spend at risk. The Board were also made aware that teams will soon be asked to reprofile their budgets to ensure there is enough funding to complete their projects by the end of the financial year.
5. Private funds were invested before the end of the financial year with a significant amount of interest made to those accounts last year. These are not likely to be reinvested until there is further clarity around the cash flow for the Llanberis project.
6. It was flagged that the Ways of Working table on page 2 of the report was not completed. Apologies were given, noting this was missed in error and will be completed in the next report.
7. There is no current concern that several projects which have capital spend have not been allocated a budget as they are not of high value (approx. £15,000 - £20,000). YR assured members that budgets are closely monitored.
8. It was noted that Nia E will give members a holistic overview of the charging trials to date and will share the emerging commercial vision at the PPRC meeting in November.

4.2 Additional GIA 24/25

1. Amgueddfa Cymru will receive a grant of £787k to help mitigate the recent job losses and to support training. This is not part of Amgueddfa Cymru's GIA and documentation will need to be sent to WG to identify what the money is being spent on before it is drawn down. Negotiations are taking place to agree what this grant should be spent on. YR will meet with MM next week to discuss this further.
2. Amgueddfa Cymru will receive a further £947k which is additional GIA. It has been agreed which projects will be funded using this amount following the submission of businesses cases by colleagues. Project codes have been allocated to allow Amgueddfa Cymru to report back to WG on what this amount has been spent on. YR noted that this update has not been included in the paper as the report relates to the August management accounts.
3. It is likely Amgueddfa Cymru will be successful in receiving £1.3m to carry out outstanding works at NMC but this has not yet been confirmed in writing.

4.3 Audit Wales Audit Plan 23/24 and Fees

4.3.1 Audit Wales Letter – Additional Fees

4.3.2 Audit Wales Plan 2024

The Board were briefed on the additional fees for the 2022/23 accounts (£8000) and the fees for the 2023-24 audit (£53,000) and were asked for their approval.

Discussion – Q&A

1. Members noted their discomfort with Audit Wales' inability to itemise their spend in appropriate detail. It was noted this similar discomfort has been voiced and shared by Board in the past with previous year's fees. Greater granularity has been requested from Audit Wales but they have been unable to provide it.

4.4 Timetable for Annual Accounts (Verbal update)

1. Members were briefed on the timetable, noting that the Auditor is due to be on site 7 October with the audit expected to finish by the end of November.
2. The accounts will be taken to the customary joint meeting of PPRC/ARAC in December for approval with the papers expected to be laid at the Senedd by the end of December/beginning of January. It is hoped they will then be filed by the end of January which will be well in advance of the deadline.
3. Trustees were made aware of the significant amount of paperwork that has already been requested for the audit and the highly detailed nature of questions already put to the team.
4. The Chair assured Trustees that they will be kept updated of the timeline as the audit moves on.
5. YR and her team were praised for working with AW in trying to move back to the usual deadline date. It is hoped in future years that the deadline date will move to late Summer.

RESOLVED: The financial update was RECEIVED and NOTED and the Audit Wales' actual fees for 2022/23 as per document (total of £55,240 additional fee of £8k) and the proposed fees for 2023/24 (£53,743) were APPROVED.

Item 5. Proposed Amendment to Scheme of Delegation Approval

Sponsor and Presenter: Peter Holt, Director of Finance and Resources

5.1 Proposed Amendment to Scheme of Delegation

5.2 Proposed Revised Scheme of Delegation

This item has been postponed to December Board when the substantive Director of Finance is in post.

Corfforaethol – Corporate

Item 6. Museum Accreditation

Sponsor and Presenter: Kath Davies, Director of Collections & Research

1. The Board were made aware that Amgueddfa Cymru will be submitting an application to renew its Museum Accreditation in November 2024. Once submitted, an extended review period of around 4-6 months will take place where an assigned officer will visit each of the sites, apart from National Slate Museum. A separate application for the National Slate Museum will be made upon completion of the project.

2. Recognition was given to the amount of work that has gone into the application, but it was noted that there is still more work to do.
3. The Chair wished KD and the team well with this work and acknowledged the significant amount of work that has gone into the application.

ACTION: KD to circulate a summary of the submission to the Board of Trustees for their information following submission in November 2024.

RESOLVED: DISCUSSED and AGREED.

Item 7. Delivery Against the Widening Engagement Action Plan and Anti-Racist Wales Action Plan

Sponsor and Presenter: Nia Williams, Director of Experience, Learning and Engagement

The Board were updated on progress on the delivery of the Widening Engagement Action Plan developed collaboratively with Arts Council of Wales, and Welsh Government's Anti-racist Wales Action Plan:

1. The report developed by Richie Turner Associates on the 'Recommended Core Principles of Proposed Minimum Standards of Service Provision for Disabled People' funded by Arts Council of Wales, sets the framework for developing kite marks for Amgueddfa Cymru museums and art venues. Recommendations made in the report have been accepted and the report is expected to be published in several accessible formats.
2. Several interventions that have been developed at all Amgueddfa Cymru museums as part of the Perspectives initiative were noted with news that work is progressing well.
3. In collaboration with Arts Council of Wales, ESPR have been appointed to assist and guide the communications plan for Safbwyntiau / Perspectives. They will also work with Amgueddfa Cymru's Marketing and Communications Team to develop the organisation's knowledge and understanding.
4. All are pleased by the progress made so far at delivering both plans to create a better experience for all visitors.

Discussion – Q&A:

1. Assurance was given to the Board that an Engagement team are working with KD on making sure there are members from relevant backgrounds within Amgueddfa Cymru to support this work especially in light of the current change programme and the impact it has had on staff resourcing.
2. It was agreed it would be helpful to remind Board of Amgueddfa Cymru's accessibility priorities and limitations. PB agreed to provide a short paper to share in a future meeting, noting that the main outstanding actions from the recent accessibility audit undertaken at all Amgueddfa Cymru sites by Direct Access Consultancy requires money. A list is being collated of these works for a Capital bid to be put forward for the next financial year.
3. As well as referring to regulatory guidance, trustees encouraged each site to engage with local disabled people organisations to get lived experience.

4. The Board were made aware that public information is available on the accessibility of all the sites on each of the site's website. It was also brought to the Board's attention that there is an accessibility standards document to support this.

ACTION: LC to agree a date with PB on when to bring a short paper on Amgueddfa Cymru's accessibility priorities and limitations.

RESOLVED: The updates were considered and ASSURANCE RECEIVED.

Item 8. Quarterly Sustainable Development Update Report

Sponsor and Presenter: Phil Bushby, Director of Priority Programmes

- 8.1 Quarterly Sustainable Development Update Report
- 8.2 Proposed Management Plan for the Meadows at NMC
- 8.3 Vegetation Surveys at St Fagans

KE introduced VH to the Board who has joined today's meeting for this item only.

VH brought to the Board's attention the following key points from the report:

1. An expression of interest has been put forward for grant funding that has become available for decarbonisation heating. If successful, gas/LPG will be replaced with air source heat pumps.
2. Following the changes imposed by the change programme, biodiversity surveying of habitats and species are now being planned in more detailed.
3. Changes to the structure of the (operational) Sustainability Committee and the frequency of meetings has allowed great focus and more engagement from members.

Discussion – Q&A:

1. The report was positively received by Board. Those present congratulated VH for the work achieved and noted the joy they felt whilst reading the updates. VH is asked to pass on the Board's thanks to the sustainability team for all their hard work.
2. Amgueddfa Cymru's fleet vehicles are transitioning to electric with further applications being submitted for the diesel vehicles currently at NWMS and NCC.
3. The team in Botany and Natural Sciences are developing a methodology to establish a baseline from which Amgueddfa Cymru can measure improvements, due to there not being a set method to follow across the sector when undertaking biodiversity surveys.
4. Board expressed an interest to see more communications in terms of sharing and promoting some of the success stories from the sustainability work taking place at Amgueddfa Cymru which can also be shared more widely across Government and other stakeholders, e.g the recent discovery of the brown hairstreak butterfly at NWM. PB noted that case studies are currently being written on the recent decarbonisation projects at BP and NWMS.
5. Board are keen to hear more about the biodiversity work at NWM when Board visit Drefach.

6. It is hoped there will be periods when the PV panels installed at BP will generate enough electricity to give some back to the grid.

ACTION: VH to pick up with AM on her suggestion to offer support around the Future Gens Leadership Academy.

ACTION: VH to pick up with the sub-committee on JH's idea of the possibility to create a transport network of electrical fleet vehicles between other heritage/museum communities.

ACTION: VH to share the 3 year SD action plan once it has been developed by the sub-committees.

RESOLVED: The updates were considered and ASSURANCE RECEIVED.

Safleoedd a Phrojectau Mawr - Sites and Major Projects

Item 9. Update on Llanberis Redevelopment

Sponsor and Presenter: Phil Bushby, Director of Priority Programmes

9.1 Progress Report

9.2 OGS Gateway Review – Project Assessment Review September 2024

PB thanked those who attended June Board in Llanberis. PB brought to the Board's attention the following key points from the comprehensive update:

1. The Gateway Review in September was very successful and the team were delighted to receive an Amber/Green score. Work has begun on preparing for the FBC which is due to take place early 2025.
2. RIBA 3 has been signed off. These documents will be used for when the team go out to tender for the main contractor.
3. The request to extend the NLHF funding phase has been successful.
4. Discussions are taking place around the capacity of the substation on site and how much electricity the site is expected to need in the future.
5. The plan to close the site temporarily from 4th November for a period of around 20 months remains the same with events being planned to mark this closure during half-term week.

Discussion – Q&A:

1. Further clarity was given behind the NSM Project Board's decision to proceed with the no enhanced security option for the temporary exhibition space. PB assured Board that despite this option not allowing to exhibit some high value work, there are exciting plans underway of what can be displayed.
2. PB is confident that the current funding gap of around £3m is manageable but noted it will depend on whether Amgueddfa Cymru can secure additional funding

from WG in future years, if other funders are secured, and whether some of the elements of the project can be removed or reduced.

3. Well wishes were given by Trustees to PB and the team following the excellent news of achieving amber/green status in the latest Gateway Review. Recognition was noted on how intense the process is and the pressure it can put on the team.
4. Board were made aware that a suite of workshops on the Glynllifon Estate is being explored as potential storage space. The IOSC will discuss whether the space is suitable for storage once they have visited the site 1 November. It was agreed that a paper will either need to be brought to December Board or an interim Board arranged to discuss this proposal in further detail and to gain the support of the Trustees in proceeding with the acquisition.

RESOLVED: The update was considered and ASSURANCE RECEIVED.

Item 10. Update on National Contemporary Art Gallery Wales

Sponsor and Presenter: Kath Davies, Director of Collections & Research

1. KD noted that the whole programme around the National Contemporary Art Galleries has gained great momentum and is at an exciting stage.
2. Across 11 partners, 22 artists have been commissioned over the last 6 months to develop works in response to the collection. Many of those commissions have been site specific.
3. Digitisation work is moving forward, particularly around bringing the National Library's datasets together with Amgueddfa Cymru's collection. It is hoped this work will be online the beginning of next year.
4. Discussions are underway regarding Welsh Government funding as support will end in March 2025. Positive discussions have taken place with WG regarding a proposal for six months transition funding. There is a concern however, that the same level of programming will not be able to continue if the level of funding Amgueddfa Cymru have previously received is not retained. There is also the risk that without some key functions – Community Loans Officer, Exhibition and Learning Officer, Technician - this level of programme cannot be delivered.
5. Board were reminded that Welsh Government plans for the Anchor Site will not be progressing.

Discussion – Q&A:

1. External sources of funding and sponsorship are being explored. Discussions have taken place with Arts Council and bids are being developed for submission in October. Discussions have also taken place with the Arts Fund who are interested in the Partnership Model and are leaning towards the commission work and the programme work but not revenue funding.
2. KD is optimistic that the good relationships that have developed with gallery partners will continue. The approach taken so far will be a useful template to refer to going forward in managing and retaining good relationships.
3. It was suggested it would be useful to consider what an effective governance structure should look like going forward as well as the possibility of this structure lending itself to a form of Partnership Governance model.

4. An update was given on the social media strategy that RD and team are working on with the Head of Art as well as an update on the aspirations to build a public channel to promote Celf ar y Cyd as a whole.
5. KD clarified that the commissions have been about responding to the collections, and therefore have not included landscape art. However, some natural materials have been used but noted it is not for Amgueddfa Cymru to dictate to the artist what they should use in how they respond.

ACTION: Trustees to have sight of the evaluation work exploring public impact of the NCAGW project.

Llywodraethu - Governance

Item 11. Update from the Chief Executive

Sponsor and Presenter: Jane Richardson, Chief Executive

The Board were made aware of the following updates that have taken place since the Chief Executive's Update Report was composed:

1. JR met with public sector Chief Executives at SFNMH on Tuesday to start exploring collectively how to deliver the public service model. Work will progress over the next couple of months to start considering our shared sense of purpose and values and a work programme to deliver more joined up working.
2. In year revenue money is being used to bring contract a fellow Museum CEO to help Amgueddfa Cymru address diversity. This work is likely to focus particularly on the workforce as it is felt this has not progressed significantly.
3. A vibrant programme of events took place this Summer which have been successful in terms of income generation. Thanks are given to the Event teams and site colleagues for its success.
4. The contract with Amgueddfa Cymru's catering partner at SFNMH and NMC, Elior, will not be renewed when it expires at the end of this calendar year. The Board will receive an update in due course.
5. An external organisation is due to be contracted to support and advise on the delivery of an impact framework at Amgueddfa Cymru. A workshop will take place to look at how impact is defined to ensure the work the organisation is doing, aligning with Amgueddfa Cymru's values and priorities.
6. It has been announced that the Museum Association's National Conference will be held in SFNMH next Autumn.
7. The informal staff event scheduled for 4 November has been moved to 10 February in respect of colleagues who are still going through consultations and changes. Trustees are welcome to join.
8. The Fundraising team are working towards being more strategic about the funding pipeline and to be clear what is most important for Amgueddfa Cymru to fundraise

for and with which fundraisers to avoid duplicate applications. Trustees will be updated on this area of work in 2025.

9. It has been confirmed by Welsh Government that Amgueddfa Cymru will now feed through into the Economy portfolio with WG for Amgueddfa Cymru's budget.
10. Trustees are encouraged to watch Cindy Howell's, Dino Hunters (series 8) on iPlayer.
11. Research evidence undertaken around a charging model at the Streic! Exhibition opening at NMC 26 October has shown that charging £10 entry is appropriate for this level and scale of exhibition. However following push back from colleagues in different parts of the organisation who are uncomfortable with this approach, colleagues who have a concern are invited to attend a workshop 30 September to allow an open dialogue around the options being outlined. It will be externally facilitated. Another session may be needed if the issue is not resolved on Monday.

ACTION: JR to share workshop invite on an impact assessment to RT.

ACTION: JR to send a summary on the feedback from the workshop and to note the outcome.

ACTION: To check all launch invites have been circulated to Trustees.

Discussion – Q&A:

1. It was suggested that the Size of Wales mission to offer deforestation free catering should be included in the discussions around the new food offer at SFNMH and NMC.
2. It was confirmed that colleagues from Big Pit have been invited to join the workshop regarding the charging model discussions for the Streic! Exhibition.

RESOLVED: Update NOTED.

Item 12. Update from the Chair

Sponsor and Presenter: Kate Eden, Chair

The Chair noted her thanks and delight for both AL and RT interest in being re-appointed as Trustees for another 4 years.

The Chair noted that LC will be in touch to find a date for the remaining Trustees to attend mine owner's training in person at Big Pit which will be mandatory for all Trustees going forward. A couple of actions that were taken from the training were noted to Trustees as well as an update on an internal audit expected in Q4. The results from the audit will be reported back to Trustees.

RESOLVED: Update NOTED.

Item 13. Overview of Amgueddfa Cymru MoUs and Updates

Update on AC MoUs including updated BBC/Amgueddfa Cymru MoU

Sponsor and Presenter: Catrin Roberts, head of Planning and External Affairs and Kath Davies, Director of Collections & Research

In response to a recommendation of the Tailored Review, Trustees were made aware that an audit has been carried out of Amgueddfa Cymru's MoU's by the External Relations and Funding team to determine whether the current MoUs on file are extant and active or historic. A single central repository has been established where copies of all known MoUs are kept which also lists the MoU owner and / or lead, alongside a tracker document, to enable easy tracking. This process has enabled the team to where MoUs have expired or are due for renewal. The team propose to submit a paper to Board on an annual basis to keep Trustees up to date on MoUs.

Discussion – Q&A:

1. The Chair thanked CR for the update and noted her thanks to CR, Gwilym Roberts-Harry and the External Relations and Funding team for undertaking the audit which was long overdue.
2. Trustees gave their support that going forward, all MoUs should be reported to the Board on a regular basis for full transparency. It was agreed that Board input will be restricted to matters of genuine strategic interest.
3. Methodology ideas were shared by Trustees with taking this work forward such as developing a policy to follow when future MoUs are set up, develop an overarching partnership strategy or to have an overarching partnership governance framework. It was also stressed the importance of mapping work to scope it properly so that it is clear when Board needs to engage.
4. RT suggested it may be helpful to have a list of partnerships that lists the purpose of each partnership as well as presenting an annual report to the Board outlining the partnership and what it is delivering.

ACTION: CR to bring an update on MoUs to Board on an annual basis.

RESOLVED: Update to BBC/Amgueddfa Cymru MoU APPROVED.

Item 14. Tailored Review Update – Committee Restructuring and Joint Working

Sponsor and Presenter: Peter Holt, Director of Finance and Resources, Liz Connolly and Manon Maragakis

The Board were made aware of the progress and purpose behind the new committee structure that is being designed to support the Board in providing the necessary scrutiny and governance required to fulfil Amgueddfa Cymru's strategic priorities.

A draft framework for the “Terms of Reference” is being developed which will serve as a common template for other committees and will aim to provide consistency across all committees in terms of roles, responsibilities, and governance expectations.

It is anticipated that the terms of reference for all committees once developed by SET, will be shared with Trustees for review and provision of feedback around December.

A Partnership Agreement is being worked on with MM. There will be a further update to board in December.

ACTION: MM to provide update on Partnership Agreement at December Board.

RESOLVED: Progress NOTED.

Item 15. Welsh Government Verbal Update

Sponser and Presenter: Manon Maragakis, Nicola Guy and Paul Kindred

The Chair welcomed NG on her return from leave.

NG gave a verbal update from WG to the Board:

1. NG and PK are in a job share, with NG working three days a week.
2. It was announced this week that they will remain in the Education group but will be reporting to the Economy Minister. Sioned Evans will remain as Amgueddfa Cymru’s additional Accounting Officer.
3. The Public Bodies Unit has been disbanded and the appointments function has moved into HR, with governance reviews and external relations function remaining separate to it. The team are working through what that means in practice, but it is hoped this will not mean there are too many changes and there is the possibility it may create more flexibility around framework agreements and partnership agreements.
4. A significant amount of work has been underway relating to the public sector pay award and there is the expectation that there will be additional money to enable Amgueddfa Cymru to match this across other areas across the public sector.
5. Proposals have been submitted to get a 3 year budget settlement agreed regarding Celf but is aware there were substantial changes in the last settlement.
6. Individual budgets cannot be confirmed until more is known in October on what the WG settlement is as well as the WG budget which is likely to be announced mid-December. NG assured Board that the team are trying to put a strong case forward but noted they are doing so within a very difficult financial period.
7. The team are pleased to have received nearly 400 responses from across all areas of Wales and different cultural organisations, regarding the Priorities for Culture Consultations. The team are working through the responses to identify any changes to the proposed priorities that were already included. A public reply is expected towards the end of November/beginning of December.
8. The Priorities for Culture are being mapped out with the First Minister’s 4 priorities that were announced last week to make sure they are aligned with the First Minister’s vision going forward.

RESOLVED: The verbal update was NOTED.

Item 16. Pension

Sponser and Presenter: Peter Holt, Director of Finance

16.1 Payment Proposal

16.2 Update on triannual review

The papers were taken as read. Trustees were asked to approve the funding promise of a one-off payment of £27,000 in relation to an error that was picked up in a recent internal audit that showed some members of staff retiring within 5 years of the claimed agreement between AC and PCS in 2016 would be worse off with their pension.

Discussion – Q&A:

1. PB noted there are no intentions to look at moving Trustees to a different pension scheme as the current scheme is cost-effective. It would also be very expensive to make a change.
2. YR gave further clarity on the detail of the report and what the Board have been asked to approve as it was noted in the meeting that it has been difficult to understand the pension legislation and terminology in the report.

RESOLVED: The funding promise of £27,000 was APPROVED and the triannual review NOTED.

Item 17. Review Minutes

Sponser and Presenter: Kate Eden, Chair

The minutes and matters arising from the Open Board meeting held on 26 June 2024 were reviewed. No questions or comments were noted.

RESOLVED: Minutes were APPROVED.

Item 18. Review Open Action Log

Sponser and Presenter: Liz Connolly, head of HR and Governance

The Action Log from the Open Board meeting held on 26 June 2024 was reviewed and members were made aware of the change of date for the sustainability training.

RESOLVED: Progress NOTED against actions of the previous meeting.

Cofnodion o Bwyllgorau Sefydlog - Minutes from Standing Committees

19. Minutes from Standing Committees.

Sponsor: Liz Connolly, Head of HR and Governance

The following minutes were received and noted:

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- a. Appointments & Remuneration (ARC) Minutes – 14th March 2024
- b. Planning, Performance & Resources Committee (PPRC) – 23rd May 2024

RESOLVED: RECEIVED and NOTED

Cofnodion o Bwyllgorau Cyngori - Minutes from Advisory Committees

Item 20. Minutes from Advisory Committees

Sponsor and Presenter: Liz Connolly, Head of HR and Governance

The minutes from the Tailored Review Task & Finish Group meeting on 15th July 2024 were received and noted.

RESOLVED: RECEIVED and Noted.

Additional Items to Note

Item 21. Report from the Annual Meeting of the National Roman Legion Museum Committee – 31st July 2024

RESOLVED: RECEIVED and NOTED

Item 22 and 23. Adroddiad Monitro Blynyddol y Gymraeg 2023 / Annual Welsh Language Monitoring Report 2023/24 (as approved at PPRC 3rd September 2024)

The Board were reminded by the Chair that the report was approved recently at PPRC but has been brought to the Board for completeness since it is published.

RESOLVED: RECEIVED and NOTED

The Chair thanked all for their contributions and questions which have led to interesting and valuable discussions today.

End of Public Board Meeting – Close Meeting.