

**NATIONAL MUSEUMS SCOTLAND
BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD ON 03 FEBRUARY 2012 AT THE NATIONAL
MUSEUM OF SCOTLAND, EDINBURGH**

Present:

Sir Angus Grossart	Chairman
Dr Isabel Bruce	Trustee
Dr Anna Gregor	Trustee
Mr Andrew Holmes	Trustee
Mr Michael Kirwan	Trustee
Mr Miller McLean	Trustee
Professor Malcolm McLeod	Trustee
Mr Bruce Minto	Trustee
Professor Stuart Monro	Trustee
Mr Jamie Troughton	Trustee
Sir John Ward	Trustee
Mr Iain Watt	Trustee

Dr Gordon Rintoul (GR)	NMS Director
Mr Andrew Patience AP)	Director of Finance & Resources
Ms Julie Brown (JB)	Head of Corporate Policy & Performance
Mrs Sheilagh Stewart	Head of Human Resources (for Item 10)
Ms Jane Carmichael (JC)	Director of Collections (for Items 11 and 12)

ITEM 1 – APOLOGIES

1.1 There were no apologies.

ITEM 2 – MINUTES OF THE MEETING HELD ON 18 NOVEMBER 2011

2.1 The minutes of the meeting held on 18 November were approved subject to the addition of the following sentence at the end of minute item 8.5 (ref. Verbal Report from the Audit Committee meeting held on 18 November 2011):

The Audit Committee were not able to confirm the robustness of the current processes supporting Risks 1 and 2 for reasons noted in the Committee's minutes.

ITEM 3 – MATTERS ARISING

3.1 With regard to minute item 11.2, it was agreed that recommendations and assessments would be brought to the next meeting regarding the potential motor sport display to enable a final decision to be made.

ITEM 4 – DECLARATION OF INTERESTS

4.1 It was noted that there were no declarations of interests from Board members in relation to the substantive items on the agenda.

ACTION

GR

ITEM 5 – CHAIRMAN’S REPORT TO THE TRUSTEES

5.1 The Chairman gave his verbal report. He updated the Board on contact with Ministers, senior Scottish Government officials and other cultural/heritage organisations since the last Board meeting. With regard to recent organisational changes with the Scottish Government it was agreed that the new Director-General for Strategy & External Affairs and the interim Director for Culture, External Affairs & the Constitution should be invited to meet the Chairman and the NMS Director to gain an overview of National Museums Scotland.

JB

5.2 The Scottish Government’s forthcoming recruitment round for the appointment of our new Chairman from 1 August 2012 was discussed. It was agreed that further contact would be made with Government regarding this matter.

Chairman,
JB**ITEM 6 – DIRECTOR’S REPORT TO THE TRUSTEES**

NMS (2012) 01

6.1 The Director presented his report which had been circulated. He highlighted some of the key exhibitions coming up, including the opening of *Fascinating Mummies* on 11 February. He added that the first ‘RBS Museum Talk’ with Andy Murray had sold out in an hour and that the next ‘RBS Museum Late’ event (for an audience of 2,000) on 24 February was also sold out.

ITEM 7 – FINANCIAL REPORT

NMS (2012) 02

7.1 Andrew Patience presented the report which had been circulated. For the period to 31 December 2011, the National Museums Scotland budget showed a deficit. This reflected the organisation’s baseline budget at break-even, timing of expenditure on the Royal Museum Project (RMP), and deferred project expenditure from 2010/11.

7.2 A Patience reported that National Museums Scotland had just received confirmation that its bid to the Scottish Government for unspent 2011/12 capital projects funding had resulted in two allocations totalling £500k. The Chairman and the Director added that dialogue with the Cabinet Secretary for Culture & External Affairs and senior civil servants continued regarding the overall funding required to address the organisation’s significant backlog maintenance issues. Confirmation of potential future funding was awaited.

ITEM 8 – REPORTS FROM COMMITTEES**(i) Draft Minutes of the Personnel & Remuneration Committee meeting held on 13 October 2011**

8.1 The Chairman noted that the minutes of the Personnel & Remuneration Committee meeting held on 13 October 2011 had been circulated to the Board. Ian Watt (Chairman of the Personnel & Remuneration Committee) stated that he would report back on progress since the meeting under Agenda Item 10.

(ii) Draft Minutes of the Estates & Facilities Management Committee meeting held on 08 November 2011

8.2 The Chairman noted that the minutes of the Estates & Facilities Management Committee meeting held on 08 November 2011 had been circulated to the Board. Jamie Troughton (Chairman of the Estates & Facilities Management Committee) confirmed that the new Director of Estates & Facilities Management was scheduled to commence on 12 March. He also gave a brief update on the progress of the Port Edgar relocation project.

(iii) Draft Minutes of the Audit Committee meeting held on 18 November 2011

8.3 The Chairman noted that the minutes of the Audit Committee meeting held on 18 November 2011 had been circulated to the Board. Sir John Ward (Chairman of the Audit Committee), added that the two deferred risk audits were now with management and that progress would be reported at the next Committee meeting. He stressed the importance of external validation, particularly given recent events whereby the Board's approval of the Annual Accounts for 2010/11 had been delayed due to the then unresolved matter of the provision of funding by the Scottish Government to initiate a defined and sustained programme of investment and renewal in the Estate.

(iv) Draft Minutes of the National Museums Scotland Enterprises Board meeting held on 15 December 2011

8.4 The Chairman noted that the minutes of the National Museums Scotland Enterprises Board meeting held on 15 December 2011 had been circulated to the Board.

(v) Verbal Report from the National Museums Scotland Enterprises Board meeting held on 03 February 2012

8.5 Michael Kirwan (Chairman of the NMSE Limited Board) reported on the National Museums Scotland Enterprises Board meeting held on 03 February 2012. He updated Trustees on the following:

- The overall NMSE budget was likely to meet its end-year target, despite the current challenging economic climate.
- The shop and merchandise improvements were progressing well, and the provision of experienced, external advice was being organised by one of the NMSE Board members.

The Chairman extended his thanks to the Committee Chairmen and all the Committee Members for their significant contribution to the Board and the wider organisation.

ITEM 9 – ROYAL MUSEUM PROJECT: PROGRESS REPORT

NMS (2012) 03

9.1 The Director presented the report which had been circulated. The majority of the snagging works had been completed and the remaining items were being addressed with the main works contractor. Satisfactory agreement on a

final account had been reached with the exhibition fit-out contractors, and agreement regarding the remaining elements of the overall project costs was expected soon. The Director confirmed that the RMP Project Executive Group would meet again twice in 2012 at key points to sign off final matters.

ITEM 10 – SPENDING REVIEW OUTCOMES: UPDATE

10.1 The progress of the organisational restructuring since the last Board meeting was discussed.

ITEM 11 – CULTURAL GIFTS SCHEME

NMS (2012) 04

11.1 The Board of Trustees noted the new Cultural Gifts Scheme and considered how National Museums Scotland might engage with it to the benefit of the collections.

11.2 It was agreed that the Acquisitions Committee should take an overview of how we might best encourage future donations to the collections via this new Scheme. Trustees would continue to be kept updated on acquisitions and loans in the standing 'Review of Collections Activity' Board report.

ITEM 12 – REVIEW OF COLLECTIONS ACTIVITY

NMS (2012) 05

12.1 Jane Carmichael joined the meeting and presented her report which had been circulated. The Board noted progress on significant acquisitions, loans, research, and national and international working.

12.2 The Chairman extended the Board's thanks to Jane Carmichael and the Keepers for the excellent Collections Development presentation and discussion in the morning. She confirmed that the points regarding the cultivation of connections and relationships had been noted, and that the new Collections Development Strategy would be coming to the Board for consideration at the next meeting.

JC

ITEM 13 – FORWARD PROGRAMME OF BUSINESS

NMS (2012) 06

13.1 The Board noted the Forward Programme of Business.

ITEM 14 – ANY OTHER BUSINESS

14.1 There was nothing to report.

ITEM 15 – DATE OF NEXT MEETING

15.1 The next meeting would be held Friday 30 March 2012.