

**NATIONAL MUSEUMS SCOTLAND  
BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD ON WEDNESDAY, 07 FEBRUARY 2018 AT THE  
NATIONAL MUSEUM OF SCOTLAND, EDINBURGH**

**Present:**

Mr Bruce Minto	Chairman
Ms Ann Allen	Trustee (Item 5 onwards)
Prof Mary Bownes	Trustee
Mr Adam Bruce	Trustee
Mr Gordon Drummond	Trustee
Mr Christopher Fletcher	Trustee
Dr Brian Lang	Trustee
Ms Lynda Logan	Trustee
Mr Miller McLean	Trustee
Ms Jandy Stevenson	Trustee
Mr Jamie Troughton	Trustee (Item 5 onwards)

**In Attendance:**

Dr Gordon Rintoul (GR)	NMS Director
Mr Keith Pentland (KP)	Director of Finance & Planning
Ms Julie Brown (JB)	Head of Corporate Policy & Performance
Ms Christine McLean (CMcL)	Community Engagement Manager (for Item 8)
Ms Ruth Gill (RG)	Director of Public Programmes (for Items 8 & 10)
Ms Fiona Stewart (FS)	Director of Estates & Facilities (for Item 9)
Mr Xerxes Mazda (XM)	Director of Collections (for Item 11)

**Apologies:**

Dr Catriona Macdonald	Trustee
Prof Walter Nimmo	Trustee
Ms Eilidh Wiseman	Trustee

**PRELIMINARIES**

The Chairman welcomed Keith Pentland to his first Board meeting.

The Chairman gave an update on the forthcoming Trustee recruitment round. It was noted that the advertisement would open on 16 February and close on 16 March, with the interviews taking place in mid-April.

**ITEM 1 – APOLOGIES**

1.1 Apologies were received from Catriona Macdonald, Walter Nimmo and Eilidh Wiseman.

**ITEM 2 – MINUTES OF THE MEETING HELD ON**

2.1 The minutes of the meeting held on 29 November 2017 were approved.

**ACTION**

**ITEM 3 – MATTERS ARISING**

3.1 Matters arising from the last meeting were taken under the main agenda items.

**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.

**ITEM 5 – DIRECTOR’S REPORT TO THE TRUSTEES** **NMS (2018) 01**

5.1 The Director presented his report which had been circulated, and highlighted a number of points including the Galloway Hoard, and the Scottish Government’s new British Sign Language National Plan and its developing Culture Strategy.

5.2 The Chairman led the Board in congratulating all staff involved in:

- Achieving such excellent visitor numbers;
- The *Bonnie Prince Charlie & the Jacobites* exhibition; and
- Finding a new provider for our facilities management services prior to the existing provider (appointed under a Scottish Government shared contract) going into compulsory liquidation, and ensuring the Museum’s services were maintained throughout the period.

5.3 The annual update on our Volunteer Programme within the Director’s Report was noted. Trustees extended their thanks and appreciation to our valued volunteers who provide expertise and support across the organisation to many different departments.

**ITEM 6 – FINANCIAL REPORT** **NMS (2018) 02**

6.1 Keith Pentland presented his report which had been circulated.

6.2 The Board of Trustees noted that current information suggested that a near balanced position would be achieved for the year as required by the Scottish Government, i.e. a small surplus or deficit.

**ITEM 7 – DRAFT BUDGET FOR 2018/19: PROGRESS UPDATE** **NMS (2018) 03**

7.1 Keith Pentland presented the paper which had been circulated.

7.2 The Board of Trustees noted:

- The 2018/19 budget was being developed, should be balanced, and would be ready for approval at the Board meeting on 28 March 2018.
- The final draft would be reviewed in detail by the Finance Committee at its meeting on 07 March.
- When the drafting was completed, the plan would include figures for 2019/20 and 2020/21 which were expected to show the continuing challenges ahead of us now that the 1% pay cap has been lifted by the Scottish Government.
- Our assumptions on Grant-in-Aid in future years would therefore need careful consideration- without additional Grant-in-Aid it was difficult to see how increases of 2-3% in future years could be implemented.

KP

**ITEM 8 – SCOTLAND 365 YOUTH PROJECT: UPDATE**

**NMS (2018) 04**

8.1 Ruth Gill and Christine McLean joined the meeting to present the paper which had been circulated. There followed a wide-ranging discussion which noted that: this was a new type of initiative with many unknowns; measures of success would be developed following the research phase of the project; and the aim would be to “mainstream” youth activity for the long term and seek external funding to support it on an ongoing basis.

8.2 The Board of Trustees noted the progress made on the *Scotland 365* project, and approved in principle the Stage 2 submission to the Heritage Lottery Fund (HLF) in June.

**RG,  
CMcL**

**ITEM 9 – NATIONAL MUSEUM OF FLIGHT PHASE 3: UPDATE NMS (2018) 05**

9.1 Fiona Stewart joined the meeting to present the update which had been circulated. She explained that the Project was at the early feasibility stage and outlined to Trustees the different options which had been considered. Work was now underway to prepare the Round 1 bid to HLF based on the preferred option, and the detail of this would be considered at the next Board meeting.

9.2 Following a discussion around the overall vision for the future of the site and also the funding for this particular Project, the Board of Trustees:

- Noted the progress outlined in the update report for the NMoF Development Plan project.
- Approved the increased projected budget and updated proposed funding package for consideration by the Board at its next meeting.

**FS, GR**

**ITEM 10 – NATIONAL MUSEUM OF SCOTLAND MASTERPLAN PHASE 4: UPDATE NMS (2018) 06**

10.1 Ruth Gill presented the update which had been circulated.

10.2 The Board of Trustees noted the progress made on the National Museum of Scotland Masterplan Phase 4 project. It was agreed that the Project was making very good progress on all fronts.

**ITEM 11 – COLLECTIONS & RESEARCH REPORT**

**NMS (2018) 07**

11.1 Xerxes Mazda joined the meeting. Trustees extended their thanks and appreciation for the presentations earlier in the day on: samplers (with Senior Curator Helen Wyld); and contemporary barkcloth from Hawai‘i (with Principal Curator Antje Denner).

11.2 The Board of Trustees noted the Collections & Research report outlining the excellent work of National Museums Scotland.

11.3 The Director gave a verbal update on the formal request from the Canadian Government for the return of the Beothuk human remains. The matter would be considered formally by the Board at the appropriate stage in the process.

**XM, GR**

**ITEM 12 – REPORTS FROM COMMITTEES**

**(i) Draft Minutes of the Nominations & Governance Committee meeting held on 05 December 2017**

12.1 The Chairman noted that the draft minutes of Nominations & Governance Committee meeting held on 05 December 2017 had been circulated.

**(ii) Draft Minutes of the Estates Committee meeting held on 06 December 2017**

12.2 The Chairman noted that the draft minutes of the Estates Committee meeting held on 06 December 2017 had been circulated.

12.3 Jamie Troughton (Chair of the Estates Committee) underlined the effectiveness of the committee system, and the skill of the Estates team in providing an early alert to and speedy resolution of the now resolved difficulties with the external facilities management services provider.

**(iii) Draft Minutes of the Personnel & Remuneration Committee held on 17 January 2018**

12.4 The Chairman noted that the draft minutes of the Personnel & Remuneration Committee meeting held on 17 January 2018 had been circulated.

**(iv) Draft Minutes of the Finance Committee meeting held on 22 January 2018**

12.5 The Chairman noted that the draft minutes of the Finance Committee meeting held on 22 January 2018 had been circulated.

**(v) National Museums Scotland Enterprises Ltd**

12.6 Gordon Drummond (Chairman of the NMSE Ltd Board) reported that NMSE Ltd was continuing to perform well with current trading still up on budget.

**ITEM 13 – FORWARD PROGRAMME OF BUSINESS**

**NMS (2018) 08**

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 on Wednesday, 28 March 2018 at the National Museum of Flight in East Lothian.