

**NATIONAL MUSEUMS SCOTLAND
BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD ON WEDNESDAY, 06 FEBRUARY 2019 AT THE
NATIONAL MUSEUM OF SCOTLAND, EDINBURGH**

Present:

Mr Bruce Minto	Chairman
Ms Ann Allen	Trustee
Prof Mary Bownes	Trustee
Mr Adam Bruce	Trustee [for Items 1-8]
Mr Gordon Drummond	Trustee
Mr Christopher Fletcher	Trustee
Dr Brian Lang	Trustee
Ms Lynda Logan	Trustee
Dr Catriona Macdonald	Trustee
Prof Walter Nimmo	Trustee
Mr Ian Russell	Trustee
Ms Jandy Stevenson	Trustee
Ms Eilidh Wiseman	Trustee

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 Fiona Stewart (FS)	Director of Estates & Facilities (for Item 8)
Ms Ruth Gill (RG)	Director of Public Programmes (for Item 9 & 10)
Mr Stephen Allen (SA)	Head of Learning & Programmes (for Item 10)
Mr Xerxes Mazda (XM)	Director of Collections (for Item 11)

Apologies:

Dr Laura Young	Trustee
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PRELIMINARIES

The Chairman led the Board members in congratulating Ann Allen on her award of an MBE for her services to higher education in the Queen's New Year's Honours list.

ITEM 1 – APOLOGIES

1.1 Apologies were received from Laura Young.

ITEM 2 – MINUTES OF THE MEETING HELD ON 28 NOVEMBER 2018

2.1 The minutes of the meeting held on 28 November 2018 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 (2019) 01**

5.1 The Director presented his report which had been circulated and gave a verbal update on: the progress of the transfer of the Beothuk Human Remains; and discussions with the National Trust for Scotland regarding the National Museum of Rural Life.

5.2 Trustees noted the ‘end-of-project’ report for the successful *Rip it Up* exhibition. The importance of continuing its legacy and of building on the good relationships forged during its creation was stressed.

ITEM 6 – FINANCIAL REPORT **NMS (2019) 02**

6.1 Keith Pentland presented his report which had been circulated. The Board of Trustees noted that:

- It was expected the accounts would show a balanced position for 2018/19.
- The most significant variances were in major projects with both income and costs behind plan due to phasing.

ITEM 7 – DRAFT BUDGET 2019/20 **NMS (2019) 03**

7.1 Keith Pentland presented the paper which had been circulated, and there followed a discussion regarding the funding and other challenges we faced in implementing the Scottish Government’s Pay Policy for 2019/20.

7.2 The Board of Trustees noted:

- The 2019/20 budget was being developed and would be ready for approval at the Board meeting on 27 March.
- Prior to this, the final draft would be reviewed in detail by the Finance Committee at its meeting on 27 February.
- When the drafting was completed, the plan would include indicative figures for 2020/21 and 2021/22.

KP

ITEM 8 – NATIONAL MUSEUM OF FLIGHT PROJECT: **NMS (2019) 04**
READY FOR TAKE-OFF NEXT STEPS

8.1 Fiona Stewart joined the meeting and, together with the Director, presented the paper which had been circulated.

8.2 The Board of Trustees noted the progress outlined in the update paper and considered the proposed next steps for the NMoF Development Plan Phase 3 Project, *Ready for Take-off*. It was noted that in a recent meeting with the Chairman and Director, the Cabinet Secretary, Fiona Hyslop, had reaffirmed the

commitment of the Scottish Government to support the delivery of the project. It was agreed that, subject to further discussions with the National Lottery Heritage Fund (NLHF) and Scottish Government, we would prepare and submit an application for funding to the NLHF. The Director confirmed that an updated paper would be brought to the next Board meeting, including a programme and cost plan.

FS, GR

ITEM 9 – NATIONAL MUSEUM OF SCOTLAND MASTERPLAN PHASE 4: UPDATE NMS (2019) 05

9.1 Ruth Gill joined the meeting, and the Chairman thanked Ruth and other members of the project team for the tour earlier in the day of the new ‘Ancient Egypt’, ‘East Asia’ and ‘Art of Ceramics’ galleries.

9.2 The Board of Trustees noted the progress made on the National Museum of Scotland Masterplan Phase 4 project. The Chairman led the Board members in congratulating everyone involved in the project. Trustees looked forward to the opening of the new galleries to the public on 08 February and also the roll-out of the associated national programme across Scotland.

9.3 The Chairman extended National Museums Scotland’s sincere thanks to Trustee Walter Nimmo for sponsoring the Masterplan Phase 4 opening gala dinner.

ITEM 10 – LEARNING & PROGRAMMES STRATEGY 2015-20: PROGRESS UPDATE NMS (2019) 06

10.1 Stephen Allen joined the meeting and, together with Ruth Gill, presented the annual update on the Learning & Programmes Strategy 2015-2020 which had been circulated.

10.2 The Board noted the progress outlined in the update report, and commended the breadth and range of the activities offered to the public. Concern was raised, however, regarding whether we would be able to sustain our level of provision, both at our sites and offsite, given the continuing financial constraints. The Director confirmed that we would be taking stock and look ahead as part of the development of the new Learning & Programmes Strategy; this was scheduled to be considered by Trustees in September.

SA, RG

ITEM 11 – COLLECTIONS & RESEARCH REPORT NMS (2019) 07

11.1 The Board of Trustees noted the Collections and Research Report, and that discussions were underway with the University of Edinburgh regarding our Memorandum of Understanding which is due for renewal this year.

XM

ITEM 12 – APPOINTMENTS TO BOARD COMMITTEES AND RELATED GROUPS NMS (2019) 08

12.1 The Board endorsed the recommendation in the paper and noted the attached appendix which detailed the updated Trustee membership of: the Board Committees; the subsidiary of the NMS Board (NMSE Ltd); the NMS Charitable Trust Board; the American Foundation for National Museums Scotland; and the Research Strategy Group.

ITEM 13 – REPORTS FROM COMMITTEES

(i) Draft Minutes of the Acquisitions Committee meeting held on 05 December 2018

13.1 The Chairman noted that the draft minutes of the Acquisitions Committee meeting held on 05 December 2018 had been circulated.

13.2 Brian Lang (new Chair of the Acquisitions Committee) summarised the two strategic matters that the Committee would be focusing on during 2019.

(ii) Verbal Report from the Personnel & Remuneration Committee meeting held on 15 January 2019

13.2 Eilidh Wiseman (Chair of the Personnel & Remuneration Committee) gave a verbal report on the key issues arising at the meeting. She highlighted the discussions that had taken place regarding the Scottish Government's Pay Policy 2019/20, and also the positive results of the organisation's most recent staff survey which had been presented.

13.3 Eilidh Wiseman updated the Board on the Personnel & Remuneration Committee's recent meeting with the national trade union representatives.

(iii) Draft Minutes of the Estates Committee meeting held on 23 January 2019

13.4 The Chairman noted that the draft minutes of the Estates Committee meeting held on 23 January 2019 had been circulated.

13.5 Ann Allen (Chair of the Estates Committee) stated that an important piece of work in the pipeline was the procurement of the new facilities maintenance contract.

(iv) National Museums Scotland Enterprises Ltd

13.4 Gordon Drummond (Chair of the NMSE Ltd Board) reported on performance since the last Board meeting and reported that he anticipated that NMSE Ltd would be above the planned budget at year-end.

13.5 Gordon Drummond also highlighted: the positive NMSE Ltd staff survey results and the two identified areas for attention going forward; and the high satisfaction ratings received from our Hospitality & Events clients.

ITEM 14 – FORWARD PROGRAMME OF BUSINESS

NMS (2019) 09

14.1 The Board noted the Forward Programme of Business, and J Brown undertook to add in the date of the forthcoming Board & Executive Team Strategy Day.

JB

ITEM 15 – ANY OTHER BUSINESS

15.1 There was nothing to report.

ITEM 16 – DATE OF NEXT MEETING

16.1 The next meeting will be held on Wednesday, 27 March 2019.