

**NATIONAL MUSEUMS SCOTLAND
BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 01 DECEMBER 2021 AT THE
NATIONAL MUSEUM OF SCOTLAND, EDINBURGH**

Present:

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| Mr Ian Russell | Chairman |
| Ms Ann Allen | Trustee |
| Prof Mary Bownes | Trustee |
| Ms Mimi Brophy | Trustee (virtual) |
| Mr Graeme Gibson | Trustee |
| Dr Brian Lang | Trustee |
| Ms Lynda Logan | Trustee |
| Dr Catriona Macdonald | Trustee (virtual) |
| Ms Jandy Stevenson | Trustee |
| Prof Ian Wall | Trustee (for items 1-6) |
| Eilidh Wiseman | Trustee (virtual) |
| Dr Laura Young | Trustee |

In Attendance:

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| Dr Chris Breward (CB) | NMS Director |
| Mr Keith Pentland (KP) | Director of Finance, Planning & ICT |
| Ms Julie Brown (JB) | Head of Corporate Policy & Performance |
| Ms Ruth Gill (RG) | Director of Public Programmes (for item 6) |
| Mr Gordon Gibb (GG) | Hoskins Architects (for item 6) |
| Dr Sam Alberti (SA) | Director of Collections (for item 8 and virtual) |
| Ms Helen Ireland (HI) | Director of External Relations (virtual) |
| Ms Lynn Smith (LS) | Director of People (virtual) |
| Mr Peter Williamson (PW) | Managing Director, NMS Enterprises (virtual) |

Apologies:

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| Mr Adam Bruce | Trustee |
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PRESENTATION

Ashleigh Whiffin (Assistant Curator, Entomology) and Fiona Ware (Curator, Invertebrate Biology) gave a presentation entitled: *Biodiversity and the Little Things that make the World go Round!* and invited questions from the Board. Trustees extended their thanks and appreciation for the presentation.

ITEM 1 – APOLOGIES

1.1 Apologies were received from Adam Bruce.

ITEM 2 – MINUTES OF THE MEETING HELD ON 21 SEPTEMBER 2021

2.1 The minutes of the meeting held on 21 September 2021 were approved subject to one small correction.

ACTION

JB

ITEM 3 – MATTERS ARISING

3.1 Minute item 8.3

Sam Alberti gave a verbal update on the various strands of research work already in progress that relate to the planning for the renewed Scotland Galleries.

ITEM 4 – DECLARATION OF INTERESTS

4.1 Ann Allen declared an interest regarding the grant awarded under the National Fund for Acquisitions to purchase an object, in relation to her role as a board member of Crown Estate Scotland [ref. Paper NMS (2021) 33].

ITEM 5 – DIRECTOR’S REPORT TO THE TRUSTEES **NMS (2021) 33**

5.1 The Director presented his report which had been circulated and gave a verbal update on:

- The recent Annual Open meeting and launch of the Annual Review for 2021.
- The wellbeing of our staff and across the sector generally.
- Progress on the development of the new Strategic Plan.
- His and the Chairman’s introductory meeting with the Minister for Culture, Europe & International Development.

5.2 There followed a group discussion regarding how our organisation could best engage with the new Ministerial team.

ITEM 6 – NATIONAL MUSEUM OF FLIGHT MASTERPLAN **NMS (2021) 34**

6.1 Ruth Gill and Gordon Gibb joined the meeting to introduce the paper which had been circulated and to deliver a presentation on the Masterplan concept design.

6.2 Ann Allen reported that the design proposals had already been discussed with the Estates Committee and that it would meet to consider the subsequent stages of the project’s development before they came to the Board.

6.3 In response to questions, the Director confirmed that our potential funders were being kept updated on the new Masterplan and were happy with the direction of travel. Ann Allen added that conversations were ongoing with Historic Environment Scotland (ref. the site’s scheduled monument status).

6.4 The Board welcomed the progress made and noted that R Gill planned to bring an Implementation Plan to the next meeting or the June meeting at the latest. The intention was for the Plan to include a cost plan, fundraising plan and project programme.

RG

ITEM 7 – FINANCIAL REPORT **NMS (2021) 35**

7.1 Keith Pentland presented his report which had been circulated.

7.2 The Board of Trustees noted:

- Current information suggested there would be a small surplus.

- The budget assumptions regarding the forecasted use of Covid Consequential funding.
- A request to reallocate a capital project underspend to another capital project had been turned down by the Scottish Government, with the underspend now returned.

7.3 Keith Pentland responded to questions regarding the Scottish Government's likely position on pay awards for next financial year.

7.4 Following a query regarding Table 3 in the report (ref. Major Project spend), Keith Pentland undertook to adjust the forecast based on what was currently funded.

KP

ITEM 8 – COLLECTIONS & RESEARCH REPORT

NMS (2021) 36

8.1 Sam Alberti joined the meeting to present the Collections & Research Report which had been circulated. He also gave a verbal update on a successful funding application and a project bid currently in progress.

8.2 Trustees contemplated how the various elements of research involved in the planning for the renewed Scotland Galleries would be brought together (i.e. building, audiences, displays, research and collecting) and concluded it would be an iterative process.

ITEM 9 – REPORTS FROM COMMITTEES

(i) Personnel & Remuneration Committee

9.1 The Chairman noted that the draft minutes of the Personnel & Remuneration Committee meeting held on 12 October 2021 had been circulated. Eilidh Wiseman (Chair of PARC) reported that the meeting had included the annual meeting with our trade unions and highlighted the strong and collaborative relationship forged between them and the organisation.

9.2 Eilidh Wiseman confirmed that a special meeting of the Committee had been held on 03 November at which the Trustee members noted and granted approval to next steps in relation to proposed changes in the one of the Directorates.

(ii) Acquisitions Committee

9.3 The Chairman noted that the draft minutes of the Acquisitions Committee meeting held on 18 October 2021 had been circulated.

9.4 Brian Lang (Chair) gave a verbal update on the progress of the planned major acquisition.

(iii) Estates Committee

9.5 The Chairman noted that the draft minutes of the Estates Committee meeting held on 17 November 2021 had been circulated.

9.6 Ann Allen (Chair) highlighted the Committee's intention to spend a greater proportion of its time on the 'sustainability' element of its remit. In terms of future target-setting and auditing, it was recognised that the new Sustainability Strategy should be developed and approved first.

9.7 Ann Allen reported that the Committee was planning to increase the number of its meetings per year from the start of 2022.

KP

(iv) National Museums Scotland Enterprises Ltd Board

9.8 The Chairman noted that the draft minutes of the NMSE Ltd Board meeting held on 19 November 2021 had been circulated.

9.9 Jandy Stevenson (Chair) reported on the recent postponement of most of the booked events in December following the news of a new variant of Covid-19. It was appreciated that this would impact negatively on the forecasted NMSE Ltd budget.

(v) Finance Committee

9.10 It was noted that the next meeting of the Finance Committee would be held on 14 December 2021, following the Scottish Government's budget announcement on 09 December.

(vi) Audit & Risk Committee

9.11 It was noted that the next meeting of the Audit & Risk Committee would be held on 10 March 2022.

(vii) Nominations & Governance Committee

9.12 The Chairman gave a verbal update on the planning of the next Trustee recruitment round in 2022.

ITEM 10 – FORWARD PROGRAMME OF BUSINESS

NMS (2021) 37

10.1 The Board noted the Forward Programme of Business.

ITEM 11 – ANY OTHER BUSINESS

11.1 The Chairman outlined the arrangements for the Trustee event taking place in the evening.

ITEM 12 – DATE OF NEXT MEETING

12.1 The next meeting will be held on Wednesday, 02 February 2022.