

**NATIONAL MUSEUMS SCOTLAND
BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD ON WEDNESDAY, 05 JUNE 2019 AT THE
NATIONAL MUSEUM OF SCOTLAND, EDINBURGH**

Present:

Mr Bruce Minto	Chairman
Prof Mary Bownes	Trustee
Mr Adam Bruce	Trustee
Mr Gordon Drummond	Trustee
Mr Christopher Fletcher	Trustee
Dr Catriona Macdonald	Trustee
Mr Ian Russell	Trustee
Ms Jandy Stevenson	Trustee
Dr Laura Young	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
Mr Xerxes Mazda (XM)	Director of Collections (for Items 8 & 15)
Ms Helen Ireland (HI)	Director of External Relations (for Items 9 & 14)
Ms Fiona Stewart (FS)	Director of Estates & Facilities (for Items 10 & 11)
Ms Sheilagh Stewart (SS)	Head of Human Resources (for Item 12)
Ms Ruth Gill (RG)	Director of Public Programmes (for Item 13)
Ms Patsy Convery (PC)	Head of Marketing & Communications (for Item 14)

Apologies:

Ms Ann Allen	Trustee
Dr Brian Lang	Trustee
Ms Lynda Logan	Trustee
Prof Walter Nimmo	Trustee
Ms Eilidh Wiseman	Trustee

PRELIMINARIES

The Chairman reported on Walter Nimmo's forthcoming retiral from the Board of Trustees, and confirmed that the next meeting on 18 September would be his final one.

The Chairman congratulated Jandy Stevenson on her recent appointment as a Fellow of the Society of Antiquaries of Scotland. It was noted that our other Fellows were Adam Bruce, Chris Fletcher and Catriona Macdonald.

ITEM 1 – APOLOGIES

1.1 Apologies were received from Ann Allen, Brian Lang, Lynda Logan, Walter Nimmo and Eilidh Wiseman.

ITEM 2 – MINUTES OF THE MEETING HELD ON 27 MARCH 2019

2.1 The minutes of the meeting held on 27 March 2019 were approved.

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 Adam Bruce declared his interest in item 9 (Major Event Planning), in relation to his role as a Scottish Herald of Arms of the Court of the Lord Lyon.

ITEM 5 – DIRECTOR’S REPORT TO THE TRUSTEES **NMS (2019) 19**

5.1 The Director presented his report which had been circulated and gave a verbal update on: the latest visitor numbers; the successful launch of Maths Week Scotland at the National Museum of Scotland on 25 April and the associated events for school pupils; and the latest communications with the National Trust for Scotland regarding the National Museum of Rural Life.

5.2 The Board noted the report and there followed a discussion regarding the focus of our international activity going forward.

ITEM 6 – BUDGET 2019/20 AND FINANCIAL PLAN **NMS (2019) 20**

6.1 Keith Pentland presented the paper which had been circulated, and confirmed that the position regarding the funding of the increased employer pension contributions had not changed since the last Board meeting.

6.2 It was recognised that this meant that we had no choice but to continue to pause discussions regarding pay increases. It was noted that a meeting was taking place shortly with the trade unions to explain the current position.

6.3 Following its second formal discussion regarding the budget, the Board of Trustees agreed that:

- It still could not give final approval to the 2019/20 budget due to the current gap in funding, pending the response from Scottish Government regarding the funding of the increase in employer pension contributions. This financial situation was a major concern and, if there was no progress in the short term, the Chairman would contact the Cabinet Secretary for Culture, Tourism & External Affairs to express the concerns of the Board.

Chair

- The 2019/20 budget would be considered again at the next meeting of the Board on 18 September. **KP, GR**

ITEM 7 – FINANCIAL REPORT **NMS (2019) 21**

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

- It was expected the final accounts for 2018/19 would show a very small surplus for the overall group when finalised.
- NMSE Ltd had performed well, achieving a profit slightly above the planned target for 2018/19.

ITEM 8 – REQUESTS FOR TRANSFER OF OBJECTS OUTWITH THE UK **NMS (2019) 22**

8.1 Xerxes Mazda joined the meeting to present the paper which had been circulated. It set out National Museums Scotland’s effective position to date on requests for the transfer of objects outwith the UK that do not contain human remains and are not Holocaust or Second World War spoliation.

8.2 The Board of Trustees welcomed the paper and, following a wide-ranging conversation, agreed that:

- The development of a formal policy on transfer requests would be progressed further and a draft brought to the next Board meeting for approval.
- The proposed accompanying appendices were valuable additions to the policy.
- National Museums Scotland would liaise with the other national collections bodies to establish their positions in relation to such a policy.

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ITEM 9 – MAJOR EVENT PLANNING **NMS (2019) 23**

9.1 The Board of Trustees noted the report.

ITEM 10 – NATIONAL MUSEUM OF FLIGHT READY FOR TAKE-OFF PROJECT: UPDATE AND NEXT STEPS **NMS (2019) 24**

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

10.2 The Board of Trustees noted the progress outlined in the update paper, and approved the submission of a Round 1 Funding Application to the National Lottery Heritage Fund in August.

FS, GR

ITEM 11 – SUSTAINABLE DEVELOPMENT: ANNUAL REPORT 2018/19 **NMS (2019) 25**

11.1 Fiona Stewart presented the paper which had been circulated. The Board noted and welcomed the progress made during 2018/19 towards achieving the aims of the Sustainable Development Strategy 2015 to 2020.

11.2 Looking ahead, Trustees discussed: further ways of reducing our utility consumption; renewable energy; building sustainability into our capital projects; plant and equipment replacement; and packaging and recycling.

ITEM 12 – HEALTH & SAFETY: ANNUAL REPORT 2018/19 **NMS (2019) 26**

12.1 The Board noted the contents of the Annual Report on Health & Safety 2018/19.

ITEM 13 – EQUALITY & DIVERSITY: ANNUAL REPORT 2018/19 **NMS (2019) 27**

13.1 Ruth Gill joined the meeting and presented the Equality & Diversity Annual Report for the financial year 2018/19. The Board welcomed the report and the progress made by the Equality & Diversity Steering Group, and noted the work to be achieved in the coming year (the statutory reporting period being April 2017-March 2021).

ITEM 14 – ANNUAL REVIEW 2019: OUTLINE **NMS (2019) 28**

14.1 Helen Ireland and Patsy Convery joined the meeting and presented the outline paper which had been circulated.

14.2 The Board of Trustees noted the planned approach to the Annual Review 2019 which would be published in November.

HI, PC

ITEM 15 – COLLECTIONS & RESEARCH REPORT **NMS (2019) 29**

15.1 The Board of Trustees noted the Collections & Research Report.

ITEM 16 – APPOINTMENTS TO BOARD COMMITTEES AND RELATED GROUPS **NMS (2019) 30**

16.1 The Board endorsed the recommendation in the paper.

16.2 Trustees noted the attached appendix which detailed: the associated, updated Trustee membership of: the Board Committees; NMS Enterprises Ltd (the subsidiary of the NMS Board); the NMS Charitable Trust Board; the American Foundation for National Museums Scotland; and the Research Strategy Group.

ITEM 17 – REPORTS FROM COMMITTEES

(i) Draft Minutes from the Estates Committee meeting held on 01 May 2019

17.1 The Chairman noted that the draft minutes of the Estates Committee meeting held on 01 May 2019 had been circulated.

(ii) Draft Minutes of the Nominations & Governance Committee meeting held on 22 May 2019

17.2 The Chairman noted that the draft minutes of Nominations & Governance Committee meeting held on 22 May 2019 had been circulated.

(iii) National Museums Scotland Enterprises Ltd Board meeting held on 31 May 2019

17.3 Gordon Drummond (Chairman of the NMSE Ltd Board) gave a verbal update on the NMSE Ltd Board meeting held of 31 May. He confirmed that NMSE Ltd had exceeded its budgeted operating profit for 2018/19 and enjoyed a positive start to the new financial year.

ITEM 18 – FORWARD PROGRAMME OF BUSINESS

NMS (2019) 31

18.1 The Board noted the Forward Programme of Business.

ITEM 19 – ANY OTHER BUSINESS

19.1 There was nothing to report.

ITEM 20 – DATE OF NEXT MEETING

20.1 The next Board of Trustees meeting will be held on Wednesday, 18 September 2019.