

**NATIONAL MUSEUMS SCOTLAND
BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 08 JUNE 2022 AT THE
NATIONAL MUSEUM OF SCOTLAND, EDINBURGH**

Present:

Mr Ian Russell	Chairman
Prof Mary Bownes	Trustee
Ms Mimi Brophy	Trustee
Mr Adam Bruce	Trustee (for items 1-12)
Mr Graeme Gibson	Trustee
Ms Lynda Logan	Trustee
Dr Catriona Macdonald	Trustee
Ms Jandy Stevenson	Trustee
Prof Ian Wall	Trustee
Ms Eilidh Wiseman	Trustee
Dr Laura Young	Trustee

In Attendance:

Dr Chris Breward (CB)	NMS Director
Dr Sam Alberti (SA)	Director of Collections
Ms Julie Brown (JB)	Head of Corporate Policy & Performance
Ms Ruth Gill (RG)	Director of Public Programmes
Ms Helen Ireland (HI)	Director of External Relations
Mr Keith Pentland (KP)	Director of Finance, Planning & ICT
Mr Keith Sefton (KS)	Head of Estates (for item 8)
Ms Patsy Convery (PC)	Head of Marketing & Communications (for item 8)
Ms Chanté St Clair Inglis (CI)	Head of Collections Services (for item 8)
Lorraine Russell (LR)	Health & Safety Manager (for items 10 & 11)
Lynn Smith (LS)	Director of People (for items 10, 11 & 12)

Apologies:

Ms Ann Allen	Trustee
Dr Brian Lang	Trustee

PRELIMINARIES

It was noted that the second terms of appointment of Lynda Logan and Eilidh Wiseman would come to an end on 31 August, and that this was their last Board meeting. The Chairman thanked Lynda and Eilidh for their significant contribution as Trustees of National Museums Scotland since 2014. Throughout their tenure they had been involved in a wide range of matters, providing support to the organisation, and championing the Museum externally. The Chairman presented Eilidh and Lynda with the National Museums of Scotland medal in appreciation of their service.

The Board of Trustees reflected on the Scottish Government's vision for the future of culture, set out by Angus Robertson (Cabinet Secretary for the Constitution, External Affairs & Culture) at their introductory meeting with him earlier in the day.

PRESENTATION

Rebekah Higgitt (Acting Keeper, Science & Technology) and Meredith Greiling (Principal Curator, Technology) gave a presentation entitled *Science, Technology, and Climate* and invited questions from the Board. Trustees extended their thanks and appreciation for the presentation.

ITEM 1 – APOLOGIES

1.1 Apologies were received from Ann Allen and Brian Lang.

ITEM 2 – MINUTES OF THE MEETING HELD ON 23 MARCH 2022

2.1 The minutes of the meeting held on 23 March 2022 were approved.

ITEM 3 – MATTERS ARISING

3.1 The Board noted the following:

- Minute item 9: We were awaiting written confirmation of the Minister’s verbal agreement to our new Strategic Plan 2022-27. It would be published in July and communicated to staff, stakeholders, and the general public.
- Minute item 10.9: The update on NMS Enterprises would now be presented at the next Board meeting.

ITEM 4 – DECLARATION OF INTERESTS

4.1 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 (2022) 13

5.1 The Director presented his report which had been circulated. Highlights included:

- The Association for Leading Visitor Attractions (ALVA) had confirmed that the National Museum of Scotland has resumed its place as most visited attraction in Scotland and most popular museum in the UK outside London.
- The recent *Audubon’s Birds of America* exhibition had been a success, and *Anatomy: A Matter of Death and Life* would be opening on 2 July.
- The Galloway Hoard tour at Kirkcudbright Galleries had now exceeded 30,000 visitors, and plans were now progressing for the exhibition’s move to Aberdeen Art Gallery & Museum in July.
- Edinburgh Science Festival reached over 125,000 people during its run, only 20,000 below our busiest previous Festival year.

5.2 The Chairman and Director reported on their recent meeting with Neil Gray (Minister for Culture, Europe & International Development) at the National Museum of Flight.

ACTION

ITEM 6 – FINANCIAL REPORT

NMS (2022) 14

6.1 Keith Pentland presented the report which had been circulated.

6.2 The Board of Trustees noted:

- We expected to show a small surplus for 2021/22 following end-year adjustments.
- Most of the surplus related to the recalculation of the holiday pay accrual.
- The budgeted £0.3m loss for 2022/23 has been underwritten by Scottish Government.
- Audit Scotland would continue as our auditors rather than the firm originally proposed to take over, as the firm had conflicts of interest in other areas of Scottish Government.

6.3 Keith Pentland reported on the latest finance-related discussions with Scottish Government and confirmed that the annual audit of our accounts would commence next week.

ITEM 7 – COLLECTIONS & RESEARCH REPORT

NMS (2022) 15

7.1 Trustees welcomed the latest Collections & Research Report.

7.2 Sam Alberti reported on the successful Society for the Preservation of Natural History Collections (SPNHC) annual conference on 06 June, which had been hosted jointly by NMS and the Royal Botanic Gardens Edinburgh.

ITEM 8 – SCOTLAND GALLERIES: UPDATE

NMS (2022) 16

8.1 Ruth Gill, Keith Sefton, Patsy Convery and Chanté St Clair Inglis joined the meeting and presented the update paper which had been circulated.

8.2 The Board noted:

- Progress to date on the Scotland Galleries and the next steps.
- That this project sat within a broader organisational context of competing priorities.
- Work would be undertaken in the autumn on a five-year rolling capital investment programme, and this would come to the Board for consideration in the winter.

KP

ITEM 9 – SUSTAINABLE DEVELOPMENT: ANNUAL REPORT

NMS (2022) 17

9.1 Ruth Gill presented the annual report on Sustainable Development 2021/22 which had been circulated.

9.2 Trustees noted the progress made over the last year, and the planned actions for 2022/23 to broaden and strengthen our organisational approach to sustainable development.

9.3 R Gill confirmed that the new Sustainability Development Strategy for 2023 onwards would be developed later in the year and was scheduled to come to the Board for approval in March.

RG

ITEM 10 – HEALTH & SAFETY MANAGEMENT POLICY **NMS (2022) 18**

10.1 Lynn Smith and Lorraine Russell joined the meeting and introduced the updated Policy which had been circulated.

10.2 The Board of Trustees approved the Health & Safety Management Policy.

ITEM 11 – HEALTH & SAFETY: ANNUAL REPORT **NMS (2022) 19**

11.1 The Board noted with approval the contents of the annual report on Health & Safety 2021/22.

**ITEM 12 – EQUALITY, DIVERSITY & INCLUSION:
ANNUAL REPORT** **NMS (2022) 20**

12.1 Lynn Smith presented the annual report on Equality & Diversity 2021/22 which had been circulated.

12.2 The Board noted with approval the progress made by the Equality, Diversity and Inclusion Steering Group in the first year of the current four-year reporting period (2021-25).

ITEM 13 – REPORTS FROM COMMITTEES

(i) National Museums Scotland Enterprises Ltd Board

13.1 The Chairman noted that the draft minutes of the NMSE Ltd Board meeting held on 18 March 2022 had been circulated.

13.2 Jandy Stevenson (Chair of the NMSE Ltd Board) confirmed that the recruitment of a new Director of Retail had been successful and the new postholder had commenced.

(ii) Nominations & Governance Committee

13.3 The Board noted that the approved minutes of the Nominations & Governance Committee held on 11 April 2022 and the draft minutes of the meeting held on 03 May 2022 had been circulated.

13.4 The Chairman gave a verbal update on the Trustee recruitment round. As planned, two new Trustees would commence on 01 September 2022 and a further two on 01 April 2023.

(iii) Personnel & Remuneration Committee

13.5 The Chairman noted that the draft minutes of the Personnel & Remuneration Committee meeting held on 13 April 2022 had been circulated.

13.6 Eilidh Wiseman (Chair of the Committee) gave a verbal update on pay matters.

(iv) Audit & Risk Committee

13.7 Jandy Stevenson (Chair of the Committee) gave a verbal report on the meeting held on 07 June 2022.

13.8 Trustees noted:

- A thorough discussion on Cyber Security had been undertaken.
- Good progress was being made on the Annual Report & Accounts 2021/22 and that these would be coming to the next Board meeting for approval.
- The HR team should be congratulated for the Staff Recruitment & Retention Internal Audit Report which had an overall rating of 'good' with no recommended actions.

(v) Estates Committee

13.9 The next meeting of the Estates Committee would be held on 28 June 2022.

(vi) Finance Committee

13.10 The next meeting of the Finance Committee would be held on 08 August 2022.

(vii) Acquisitions Committee

13.11 It was noted that the acquisition and display of the silver casket associated with Mary, Queen of Scots had attracted significant media attention.

ITEM 14 – FORWARD PROGRAMME OF BUSINESS

NMS (2022) 21

14.1 The Board noted the Forward Programme of Business.

ITEM 15 – ANY OTHER BUSINESS

15.1 Trustees expressed their great sadness at the recent passing of Sir Angus Grossart (Board Chairman 2006-2012), and their enormous appreciation of everything he had done for National Museums Scotland over many years.

15.2 The Board conveyed their sincere thanks and best wishes to Eilidh Wiseman and Lynda Logan.

ITEM 16 – DATE OF NEXT MEETING

16.1 The next meeting will be held on Wednesday 21 September 2022.