

Hampshire-Solent Museum Development Advisory Panel

Fort Nelson
06/10/2015

Present:

Katy Ball (KB)
David Belfield (DB)
Andrea Bishop (AB)
Helen Eccles (HE)
Paul Griffiths (PG) (Chair)
Lucy Marder (LM)

Corina Westwood (CW)
Hilary Marshall (HM)
Susan Lindsay (SL)
Adam Watson (AW)
Jaane Rowehl (JR)

Guests

Nicole Medhurst (NM)
Trevor Price (TP)
Jared Thornton (JT)

Apologies:

Richard Le Saux (RLS)

Minutes

		ACTION
1	<p>Welcome and Introductions</p> <p>Apologies received from Richard Le Saux.</p> <p>New relationship manager for the SW region is Sam Rowlands who is taking over from Mary Godwin by November 2015. Sam has been invited to the January 2016 meeting but sent no response.</p> <p>Open seat guest Trevor Price (Learning and Community Officer, Dinosaur Isle), Nicole Medhurst (Intern, Portsmouth City Council), Jared Thornton (Museum Assistant, Fort Nelson)</p>	
2	<p>Minutes</p> <p>Minutes of the meeting held on 30 June 2015 had been approved by email and published via southeastmuseums.org.</p> <p><u>Matters arising:</u></p> <p>All members of the panel will continue raising awareness about the upcoming Open Forum</p> <p>LM updated about the limited uptake of the "IloveMuseums" online petition. Renewed support is required before the end of the CSR. JR to publish reminder in newsletter.</p>	<p>All</p> <p>All JR</p>
3	<p>Review of Q2 Results</p>	

	<p>LM and JR shared the draft report on Q2 museum development narrative report together with a presentation on the highlights featuring in the report, which included:</p> <ol style="list-style-type: none"> 1. Active Collections: <ol style="list-style-type: none"> a. Peer Development Group launched coordinated by Mathew Hancock (Fort Nelson) on volunteers in collections and their unique training needs b. Peer Development Group launched coordinated by Karen Clarke (HCT) on collections rationalisation and review c. Sharing activities linked to the ACE Resilience-supported Partnership project “Kick Start” to explore ethical commercial use of collections 2. Great Experiences <ol style="list-style-type: none"> a. Great feedback from “Getting to Grips with Audience Data” seminar at Beaulieu b. Transition arrangements relating to the offer of grant support for museums to join Visitor Finder and Visitor Verdict c. Supported five bids to the ACE Small Capital Grant Scheme from the sub-region 3. Better Business <ol style="list-style-type: none"> a. Appointment of JR as MDO with a business and finance background to strengthen team b. Catalyst Showcase at Southampton City Art Gallery presented the first cohorts projects and “ask” relating to philanthropic giving c. Great feedback and leads from “Young Roots” briefing with HLF, ACE and Artswork 4. Strong Leadership <ol style="list-style-type: none"> a. Recruiting for this year’s Thriving Museum Boards project partnership with Portsmouth University Law School (next year: Orphaned Collections, applications to open soon) b. Launched peer development group coordinated by Stephen Lowy on good practice in volunteer management c. MA memberships awarded to two museums working towards accreditation (Diving Museum and The Rifles Collections) d. Development Grant to the Isle of Wight Forum to travel to Cornwall to learn from the federated approach to partnership working from For Cornwall Museum Partnership <p>CW fed back about the trip and the ideas they gathered for their joint working</p> 	
--	---	--

	<p>5. Cross-cultural Working</p> <ol style="list-style-type: none"> a. Important upcoming event on 21 Oct to encourage all cultural institutions to join the planning for the next BigTheme (2016: Royal Blood and 2017: Jane Austen) b. Dance and Museums workshop and associated blog now available. JR to highlight link to the blog in upcoming newsletter c. More blogs to follow to complement newsletter offer. <p>6. International Working</p> <ol style="list-style-type: none"> a. International peer development seminar at the Mary Rose coming up on 15 October 2015 with launch of the WIRP travel grants and British Council b. EU funding support programme about to start with introductory session on 17 November 2015 with the chance to secure in-depth support for a EU grant application up to £500,000 <p>Following the presentation, DB asked about the process of reallocating underspend within the scheme. LM and JR explained that underspend can be reallocated with the approval of the coordination group, or it would be clawed back by ACE TP asked whether support for business planning was best broken down into smaller support tasks, and the panel discussed ideas for individual business planning support.</p>	<p>JR</p> <p>LM</p>
<p>4</p>	<p>Museum Development: the next six months</p> <p>JR started by outlining some of the challenges with programme delivery in the previous quarter and how this would be addressed in the next 6 months, including:</p> <ul style="list-style-type: none"> • Re-designed support for young workforce diversification support, a business case for which was submitted to the coordination group this week JR to contact MA on statistics to support potential increase in age range for support from 25 to 30 • Review of LAINet’s sustainability TP commented that the original committee structure was not currently operating. It was felt this was due to lack of commitment from its members to invest time, apart from two marked exceptions who are keeping the network going. Panel agreed that the network was a valued support group with good quality training programme. JR to report on progress to the panel at the next meeting 	<p>JR</p> <p>JR</p>

	LM and JR pointed out some key activities planned for the next 6 months in line with the agreed Activity Plan including the upcoming business networking opportunity with the Chamber of Commerce and a Community Engagement seminar at Bursledon Brickworks on 4 December.	
5	<p>Draft Programme for the Open Forum</p> <p>A draft programme was shared with the panel prior to the meeting and discussed. The panel agreed to the key note speaker proposition: Bernard Donoghue, ALVA.</p> <p>The date for the Open Forum is 1 Feb 2016.</p> <p>The following ideas for inclusion were discussed:</p> <ul style="list-style-type: none"> • Consider whether to end the day with a wine reception • Speaker brief for Bernard to consider impact of heritage sector in the economy and insights in political debates • Ensure that the speakers use microphones • Set up a transport buddy scheme to help with delegate travel to Basingstoke • Review the method of feedback from the networks to offer choice for delegates and to make it attractive. Enable networks to ask “What do you need from us?”. Consider a poster presentation or round table discussions • Provide a low-tech comment board for all delegates to leave feedback • Encourage the peer groups to feedback • Start the programme at 10.30am to make it easier for delegates to reach in time • Ensure that there is plenty of practical guidance and updates in the afternoon so that delegates don’t cut the day short • Consider surgery-type sessions on cross-cutting themes 	
6	<p>Business Planning Support Options</p> <p>The panel received a range of options to discuss business planning support that was originally planned for a peer development group but no application had been submitted.</p> <p>After discussion, the panel agreed to launch a peer group with some support from JR to help them get the process started.</p> <p>PG, AB, HM and AW will join the peer group. JR and LM will consider inviting a maximum of 3 other museums to ensure the group has no more than 7 members.</p>	<p>PG/AB/HM AW JR/LM</p>

7	<p>Any Other Business</p> <p>AB: March 2016 start of “Technology and Innovation” project at National Motor Museum</p> <p>AW: Looking ahead to successful solution of access improvements for the new year at Brading Roman Villa</p> <p>DB asked whether all museums now had defibrillators and many had. JR to include an article in a upcoming newsletter</p> <p>KB: 2nd round HLF application due to be submitted for D-Day Museum. KB suggested security advice/peer group would be useful in the future.</p> <p>CW: Highlighted excellent mental health training she attended. CW to prepare article about the training, JR to include in newsletter</p> <p>SL: Working on revised 1st round HLF submission for Museum of Army Flying.</p> <p>HM: Suggested the business planning peer group submits an application to the development grant scheme to secure extra funding for training support</p> <p>TP: Paul Simpson (IoWHS) and TP continuing emergency preparedness peer work with upcoming sharing event. TP volunteered to become more actively involved in supporting LAINet</p>	<p>JR</p> <p>CW/JR</p> <p>TP</p>
	The meeting ended at 12.15pm	
	<p>Future meetings</p> <p>Tuesday 12 January 2016, 1.30pm-3.30pm, preceded by a networking lunch from 1.00 at Newport Roman Villa</p> <p>Tuesday, 12 April 2016 – time tbc – at Portsmouth City Museum/D-Day Museum</p> <p>July 2016 planned for New Forest Centre, Lyndhurst</p>	