

Hampshire-Solent Museum Development Advisory Panel

Mary Rose Museum

05/01/2017

Present:

Paul Griffiths (PG)

Lucy Marder (LM)

Corina Westwood (CW)

David Belfield (DB)

Hilary Marshall (HM)

Katy Ball (KB)

Andrea Bishop (AB)

Sam Rowlands (SR)

Michael Cooke (MC)

Jaane Rowehl (JR)

Guests

none

Apologies:

Adam Watson (AW)

Minutes

		ACTION
1	<p>Welcome and Introductions</p> <p>Before the start of the meeting, the panel asked for it to be noted that they were very grateful for the contributions made by former panel member, Susan Lindsay, who stepped down from her membership after the last meeting. PG noted the wise counsel Susan had offered him during and in between meetings, which will be greatly missed.</p> <p>There were no guests. The panel confirmed their ongoing support to have guests attend and to renew efforts to invite guests to future meetings.</p> <p>The panel welcomed the two ACE Relationship Managers in attendance: MC & SR.</p>	
2	<p>Actions / Feedback from the Minutes</p> <p>Minutes of the meeting held 4 October 2016 had been approved and published via southeastmuseums.org as usual.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • JR reported on opportunities for grants for defibrillators. • HM updated on progress on improving security management, still ongoing and will update panel at a later time when more specific outcomes. JR updated on progress regarding security consultations with Accreditation team. JR will continue update. 	<p>HM</p> <p>JR</p>

	<p>4. Strong Leadership</p> <ol style="list-style-type: none"> a. PDG on Volunteers in Collections Care share event at Fort Nelson b. Showcase event with HS input on PDG and governance support c. Lecture at Winchester Business School d. Mentoring CPD events <p>5. Cross-cultural</p> <ol style="list-style-type: none"> a. Love Thy Denim Study Visit to Gosport b. Big Theme networking and update event c. Health & Wellbeing project – joint commissioning workshop <p>6. International</p> <ol style="list-style-type: none"> a. WIRP joint event in London b. International study visit to the Netherlands now open for booking c. Grant to support HCT led EU funding bid <p>PG asked about the applications for the international study visit. LM confirmed how this linked with the MRF funded Kickstart project run by National Motor Museum, Jane Austen House and Hampshire Cultural Trust.</p> <p>Looking ahead to Q4, there were a number of projects in planning, including:</p> <ul style="list-style-type: none"> • Collections Mapping update <p>MC asked about the nature of the proposals and asked that existing approaches such as Fast Forward were taken into account. Both MC and SR stressed that this type of data gathering was very useful to ACE and the museums in advocacy. KB asked that the information gathering was done efficiently.</p> <p>MC suggested a useful contribution was to map local skills with collections. JR agreed that this could be included in the review process.</p> <p>JR to forward further information about Fast Forward to the Panel members. LM and JR to raise this at the regional team</p>	<p>JR JR/LM</p>
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	<p>meeting to gain better steer.</p> <ul style="list-style-type: none"> • Non-user consultation support • Corporate partnership support • Diversity Mentors project <p>SR asked for confirmation that the Creative Case for Diversity would be brought into the delivery of the diversity mentor project. JR agreed that this was part of the overall Mainstream Diversity project for SEMDP.</p>	
4	<p>Open Forum 2017</p> <p>The programme for the Open Forum was shared and the following decisions about the day made:</p> <p>Feedback from the Networks/PDG:</p> <ul style="list-style-type: none"> • Instead of the feedback from each network, the information about each network will be delivered by PG as part of the welcome address • This session will target 2 good practice examples from museums to share their learning with the delegates. Each presentation of 10mins. JR/LM to approach potential presenters. <p>Consultations:</p> <ul style="list-style-type: none"> • The approach will be streamlined to limit facilitated group discussions in favour of trialling an IT voting system. • In addition, each panel member will join one of the round tables to facilitate short, simple consultation tasks. • JR will produce briefing documents at least 1 week before the event <p>Break-out sessions</p> <ul style="list-style-type: none"> • Panel will help delegates to find their breakout sessions. 	<p>LM/JR</p> <p>JR</p>
5	<p>Recruitment</p> <p>Following the resignation of Susan Lindsay, the panel are now formally recruiting for a new member. The process will be open to all staff, volunteers and Trustees from Accredited museums.</p> <p>Asked what motivated the existing panel to join, they noted:</p> <ul style="list-style-type: none"> • Benefits of benchmarking own museum against the local sector • Personal CPD to better understand the sector and supporting infrastructure • Helping with internal advocacy when better representing 	

	<p>sector good practice to own team</p> <ul style="list-style-type: none"> • Being even more aware of the range of opportunities available to the museum through SEMDP <p>JR raised the question about travel expenses in light of this being a potential barrier to involvement. MC and SR indicated that a travel support was suitable. Panel agreed that a hardship fund should be set up. JR to set up in time for next meeting.</p> <p>PG and JR will lead on the recruitment process. The Open Forum will be an opportunity for all members to raise awareness about recruitment and approach possible candidates.</p>	<p>JR</p> <p>PG/JR</p> <p>All</p>
6	<p>Update from ACE</p> <p>SR took the opportunity for a brief update from ACE. The NPO application process is likely to affect availability by all ACE staff between Feb to June 2017. SR reminded everyone that NPO application deadline was 1st Feb, but that all applicants must have had their mandatory conversations by next week.</p> <p>SR also highlighted ongoing opportunity for applying to Grants for the Arts, which will become Grants for Arts and Culture from April 2018.</p> <p>AB asked for an update about delays on Accreditation. SR confirmed that ACE was working on reducing those. JR confirmed that delays to up to 18 months were noted locally. HM asked whether this affected submission deadlines. SR confirmed that the deadlines for submitting your Accreditation Return remained unaltered. Only the time it would take ACE to respond to the submission was delayed. In that time, however, the museum would retain its current status.</p> <p>SR confirmed that grants to ACE from the Department for Education had been agreed in principle but no details were yet available about which projects would benefit.</p>	
	At this point MC and SR left the meeting. (3pm)	
7	<p>Update on the 2018/22 ACE bid for SEMDP</p> <p>LM and JR shared with the panel slides from the mandatory conversation which Sarah Corn, Programme Manager, has had with MC.</p> <p>The proposals included:</p> <ul style="list-style-type: none"> • A similar staffing structure as before but with an increase in capacity at the centre and the extension of conservation officer time to Hampshire Solent. 	

	<ul style="list-style-type: none"> • The CPO role will no longer be part of the SEMDP proposals. However, HCT have confirmed that they are including a CPO role for Hampshire in their NPO bid that is submitted at the same time as the SEMDP bid. If successful, the HCT CPO will continue to have a link to the Museum Development in the future. • There is a general reduction of £40k to the regional budget for museum development due to the allocation made by ACE. The plan is to raise an equivalent for project delivery through external fundraising by the Programme Manager. • The plan is to provide a more efficient service by strengthening a regionally-led approach. This was encouraged by ACE. • The proposals continue to mirror the 5 ACE goals and build on the existing programme keeping key delivery mechanisms unchanged. • SEMDP propose the adoption of a 'Level Up' approach that will mean becoming more specific about the area of support sought by the team, and being able to measure the impact more appropriately. <p>Discussions about the proposals took place. HM suggested the ongoing need for flexibility in approach so as not to lose the benefit of working with an MDO on a variety of subject areas. PG asked on behalf of the panel about the consultation process. LM and JR confirmed that there was no further formal request until the initial submission, but if successful, there would be an opportunity for the panel to inform the business planning process planned for summer 2017.</p>	
<p>8</p>	<p>AOB</p> <p>LM reminded the panel about the opportunity to trial AMA membership and join the webinar with Nina Simone on 19th Jan.</p> <p>CW updated the panel about progress on the Great Places project for £1.2m investment in Isle of Wight destination tourism. 2nd submission is due 12th Jan and they hope to hear outcome just before project start on 1st April.</p>	
<p>9</p>	<p>Time and Date of next meeting</p> <ul style="list-style-type: none"> • 11th April 2017 at Brading Roman Villa (or Newport Guildhall, if Brading not available) • 6th July 2017 at National Motor Museum • October meeting at Fort Nelson 	