

Hampshire-Solent Museum Development Advisory Panel

National Motor Museum

6 July 2017

Present:

Adam Watson (AW)
Katy Ball (KB)
Lucy Marder (LM)
Corina Westwood (CW)
David Belfield (DB)
Jaane Rowehl (JR)

Kevin Casey (KC)
Christopher Gale (CG)
Hilary Marshall (HM)
Andrea Bishop (AB)

Guests

Sarah Wyatt (SW)
Kate Hebditch (KHe)

Apologies:

Paul Griffiths (PG)

Minutes

		ACTION
1	<p>Welcome and Introductions</p> <p>PG sent his apologies at the previous meeting, and this session was chaired by CW.</p> <p>CW welcomed everyone to the meeting including guests, Sarah Wyatt from the National Motor Museum and Kate Hebditch the Accreditation Adviser of the SEMDP.</p>	
2	<p>Minutes and Matters Arising</p> <p>Minutes of the meeting held 11 April 2017 had been approved and published as usual.</p> <p>As agreed, JR prepared the agreed changes to the Terms of Reference. The panel unanimously approved the updated version. JR to update this on the website.</p> <p>JR gave a quick update on the temporary offer from Hampshire Constabulary to support Accreditation security reviews. HM shared plans to include security in the PDG on facility management.</p> <p>JR updated the panel that Sarah Corn has now left SEMDP and her programme lead role was temporarily handed over to Kat Hale and Helen Derbyshire until such time (Jan 2018)</p>	JR

	<p>of appointing the new Programme Manager. This will be to done in such a way that the appointment can be carried over into the 2018-2022 programme.</p> <p>JR introduced the new SEMDP Communication Strategy. It was agreed that a full copy would be shared with the members of the panel.</p> <p>JR confirmed that The Spring in Havant had agreed to host this year's Open Forum. LM and JR proposed Tonya Nelson as the key note speaker. The members agreed with that proposal. JR to confirm with Tonya.</p>	<p>JR</p> <p>JR</p>
<p>3</p>	<p>Update on 2018-2022 SSO / NPO bids</p> <p>LM and JR confirmed that SEMDP had received a conditional offer for Arts Council funding to continue museum development support for 2018-2022. This funding comes under the stream for Sector Support Organisations (SSOs).</p> <p>The next step will be to write the business plan for the programme. LM and JR will update the panel on progress.</p> <p>JR gave a quick overview of the basic proposals which contain similarities to the current programme, but also aim to introduce two key new areas:</p> <ul style="list-style-type: none"> • Level-up. A needs assessment/diagnostic process that will help MD and the museum agree strategic objectives with a view to enabling more comprehensive solutions • Skills Sharing. An extension of the peer support approach across the region and introduction of a placement programme. <p>Unfortunately the application for National Portfolio Organisation (NPO) status for the Hampshire Cultural Trust has not been successful. This has an impact on the work of the Cultural Partnerships Officer going forward.</p> <p>If there were alternative means to continue a CPO role or project, CW offered on behalf of the panel to formally endorse such a proposal.</p>	<p>LM/JR</p> <p>CW</p>

<p>4</p>	<p>Annual Return & Level Up Diagnostic</p> <p>JR introduced in a bit more detail the proposals for the 'Level Up' diagnostic. She has been appointed by the South East team as the regional representative to join a national working group on this subject. Together, 6 regions in England are now working on a joint approach. This joint working has been welcomed by ACE who recently commissioned consultants to research the impact on museum development. Their report concluded that better sharing of impact data and cross-regional reporting standards were key priorities for the future.</p> <p>LM added that having JR to represent SEMDP was likely to aide the process as she was going to push for a practical solution that would work for museums.</p> <p>JR mentioned that the process was likely to build on the data that museums are submitting anyway such as the Annual Return and Accreditation. She understood that there was a concern that extra 'admin' was not adding value to museum development – but that this process was necessary to satisfy the funder and also to justify more resources being spent on those museums who have an identifiable need for support.</p> <p>CG asked how this approach would work with cross-regional museum organisations, which JR promised to find out more about. AB pointed out the need to retain regional flexibility, which JR confirmed was part of the current planning.</p> <p>JR mentioned that the whole process was likely to need testing and snagging and that she hopes that when the opportunity arises that the panel member museums may be willing to aide this. She also asked that she may continue updating the panel to use it as a sounding board for the proposals as they develop, which was agreed.</p>	<p>JR</p> <p>All</p>
<p>5</p>	<p>Consultation: MD in 2018/22</p> <p>The following is a summary of the key points agreed as part of a discussion about how museum development can be made more effective for the new programme:</p> <p><u>Newsletter</u></p> <ul style="list-style-type: none"> • Avoid doubling workload by adding newsletter items on the website as well as in the newsletter • Explore thematic newsletters to better target readers 	

	<ul style="list-style-type: none"> • Await information from CiviCRM newsletter to build strategy • Reduce emphasis on job vacancies • Priority is sharing training, networking and consultation opportunities • Review timings, could monthly work better if newsletter more tailored? <p><u>Online/Website</u></p> <ul style="list-style-type: none"> • Better regional working to share the workload • Improve or drop the HelpHub <p><u>Open Forum</u></p> <ul style="list-style-type: none"> • Explore pooling resources with neighbouring area to have a joint Open Forum <p><u>Networks</u></p> <ul style="list-style-type: none"> • Issue of life-cycle means that workload for support is unpredictable – some networks need very little support, others more if in trouble. • Overall view: the networks should be largely independent but should have access to SEMDP attendance, contacts and help, if needed <p><u>Accreditation</u></p> <ul style="list-style-type: none"> • Use KHe time to sell the value of the scheme and provide internal advocacy support • Better communicate that Accreditation is an ongoing process not a one-off struggle • Communicate to ACE about the practical issues with the process during the review and after (i.e. online portal is still hardly fit for purpose) • Host a consultation event or survey to get broad feedback from the museums but targeted enough to avoid ‘rambling’ • Make clear that KHe is not ACE 	
6	<p>Review o LM and JR gave an overview of the delivery that took place in Q1, which included:</p> <ol style="list-style-type: none"> 1. Active Collections: <ol style="list-style-type: none"> a. PDG in Collection Backlogs & Digital led by SCC 	

	<ul style="list-style-type: none"> b. Review & Rationalisation workshop c. SPECTRUM 5.0 launch d. SCC Art Gallery Succession programme <p>2. Great Experiences</p> <ul style="list-style-type: none"> a. Year 2 funding for Schools & Museums partnership b. Non-user consultation training for 'Open Arms' project partners c. FWW funding opportunity d. Supported Diving Museum in Round 1 application <p>3. Better Business</p> <ul style="list-style-type: none"> a. PDG on facilities management led by NFC b. PDG on copyright management led by NMM c. Supporting Royal Hampshire Forward Plan <p>4. Strong Leadership</p> <ul style="list-style-type: none"> a. Supported National Motor Museum Strategy Day b. Facilitated Jane Austen Strategy Day c. Facilitated workshop for Museum of Army Flying Trustees <p>5. Cross-cultural</p> <ul style="list-style-type: none"> a. IOW Partnership on Audience Data Capture & Analysis b. Museum Hack Day c. 'Moving Museums' bid for dance project d. 2nd meeting of the Hampshire Strategic Cultural Partnership <p>6. International</p> <ul style="list-style-type: none"> a. Netherlands trip exploring creative commercial collections in the Netherlands b. 'Industry Innovation Ingenuity' bid to Discover England <p>In Year 3, SEMDP will deliver a CPD programme to prepare for the new programme. LM leads on this.</p>	
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	<p>Other Highlights to look out for next quarter:</p> <ul style="list-style-type: none"> • MUPI Project Start • HLF Redisplay Event (22 Sept) • LAINet event: Managing Behaviour • Fresh Ideas project launch • Data Protection briefing (28 Sept) • Meeting with 'Give as you Live!' • IOW Museum Forum • Whitchurch Silk Mill Trustee Day • St Barbe Museum Trustee Workshop • Follow-up from the Hack Day • Next HSCP meeting with report on proposed collective advocacy • Hidden Heroes Launch (18 Sept) • Decision on Discover England bid 	
7	<p>AOB</p> <p>AB gave a quick update on their Steampunk event at the National Motor Museum. SW thanked the panel for welcoming her as a guest.</p>	
8	<p>The meeting ended at 3.30pm.</p> <p>Time and Date of next meeting</p> <ul style="list-style-type: none"> • 17th October 2017 at Fort Nelson • 16 January 2018 tbc (possibly Gosport) <p>JR and KC to liaise on January meeting venue.</p>	JR/KC