

## **NORFOLK JOINT MUSEUMS COMMITTEE**

**Minutes of the Meeting Held at King's Lynn on 1 July 2016 at 2.00pm**

### **Present:**

#### **Norfolk County Council**

Mrs J Brociek-Coulton

Mr H Humphrey

Ms E Morgan

Mr M Storey

Mr J Ward (Chairman)

#### **Norwich City Council**

Dr K Maguire

#### **Breckland District Council**

Mr P J Duigan

#### **Borough Council of King's Lynn & West Norfolk**

Mrs E Nockolds

### **Co-opted Member (Non-Voting)**

#### **Museum Friends**

Mr J Knight

### **1 Election of Chairman**

#### **Resolved (unanimously)**

That Mr J Ward be elected Chairman of the Joint Committee for the ensuing year.

**(Mr J Ward in the Chair)**

### **2 Election of Vice-Chairman**

#### **Resolved (unanimously)**

That Mr P Duigan be elected Vice-Chairman of the Joint Committee for the ensuing year.

### **3 Minutes**

The minutes of the previous meeting held on 22 April 2016 were confirmed by the Joint Committee and signed by the Chairman.

### **4 Welcome to new Member of the Joint Committee and apologies for absence**

**4.1** The Chairman welcomed to the Joint Committee Dr K Maguire who was attending his first meeting.

**4.2** Apologies for absence were received from Mr D Buck, Mr P Gilmour, Mr T Jermy, Mr T Jones, Mr J Joyce, Mr M Kiddle-Morris, Miss B Palmer, Mrs K Robinson-Payne, Mrs V Thomas and Mr B Stone.

## **5 Declarations of Interest**

There were no declarations of interest

## **6 Matters of Urgent Business**

There were no matters of urgent business.

## **7 Political Representation on the Joint Museums Committee- Appointments to Urgent Business Sub-Committee**

**7.1** The annexed report (7) by the Secretary of the Joint Committee was received.

**7.2** Members received a report that set out the political representation on the Joint Committee and asked for appointments to be made to the Urgent Business Sub-Committee for 2016/17.

### **7.3 Resolved –**

(a) That the political composition of the Joint Museums Urgent Business Sub-Committee for 2016/17 be as follows:

Conservative	4
Labour	2
Green	1

(b) That the following Members be appointed to serve on the Joint Museums Urgent Business Sub-Committee for 2016/17:

- Mrs J Brociek-Coulton (Labour)
- Mr P Duigan (Conservative)
- Mr H Humphrey (Conservative)
- Dr K Maguire (Labour)
- Ms E Morgan (Green)
- Mrs E Nockolds (Conservative)
- Mr J Ward (Conservative)

**7.4** That the following Members be appointed as substitute Members of the Joint Museums Urgent Business Sub-Committee:

- Mr T Jones (Green)
- Mrs V Thomas (Labour)
- Mr M Storey (Conservative)

## **8 To receive the report from the Norfolk Museums Service that was presented to the Norwich Area Museums Committee**

**8.1** The annexed report of the Norwich Area Museums Committee meeting held on 14 June 2016 was received together with the minutes of that meeting that were laid on the table.

**8.2** Members discussed the arrangements that were in place for Norwich museums to be used as venues for weddings, conferences and banqueting functions and for high profile events that had included an EU Referendum debate, filmed for Channel 4 in the Castle Keep and broadcast on 6<sup>th</sup> June 2016.

**8.3** It was **RESOLVED** to note the report.

## **9 Norfolk Joint Museums Service – Integrated Finance and Risk Monitoring Report for 2016/17**

**9.1** The annexed report (9) by the Head of Museums was received. Members received a report that covered the NMS revenue budget out-turn for 2015/16, reserves and provisions and the capital programme, and savings applied to the revenue budget for 2016/17. The report also provided the Committee with an update on progress with the management of risk within the NMS.

**9.2** In the course of discussion of the report the following key points were noted:

- The NMS achieved a break-even position at year end.
- Good progress continued to be made with risk management for the NMS with several key risks now being recorded as ‘fully met’.
- The risk register had been updated to show that the threat from flooding across the County remained only as a residual threat, particularly in Great Yarmouth.
- The capital funding programme for 2015/16 (detailed in the table at page 44 of the agenda) provided only a partial picture of what was happening within the NMS. It focused on NCC supported capital works and did not include all the NMS activity elements that were undertaken using external project funding.
- To meet the savings targets for 2016/17 and beyond the NMS was dependent on continuing strong performance in terms of income generation.

**9.3** The Joint Committee **resolved** to note –

- (a) The final revenue budget, capital programme and reserves and provisions forecast out-turn positions for 2015/16.
- (b) Progress with the management of risk within the NMS.
- (c) The proposed savings for 2016/17 and beyond.

## **10 Norfolk Joint Museums Service – Performance and Strategic Update Report**

The annexed report (10) by the Head of Museums was received.

The Joint Committee received a report that provided progress with performance against the NMS agreed service plans for 2016/17 and plans for the delivery of the 2016/17 budget, progress regarding the Voices from the Workhouse project at Gressenhall Farm and Workhouse, Norwich Castle Keep and other capital developments, details as to museum education and learning programmes, the teaching museum programme, marketing and PR, partnership programmes, commercial developments, NMS fundraising, the Arts Council England consultation on the new funding programme for 2018-22 and the leadership role of the NMS within the wider museum sector across the East of England.

During discussion of the report, the following key points were noted:

- Visits by members of the public across all 10 NMS sites for the period 1<sup>st</sup> April 2016 to 30<sup>th</sup> April 2016 were slightly down on the equivalent period in the previous year. The difference in the figures was attributed to where Easter fell and the late half term holiday in 2016, as well as the fact that Gressenhall was not fully operational in April 2016 following large scale development work.
- The hard work of the learning teams across the county had led to a positive start being made with school visits. The numbers of school visits to NMS museums went against the national trend. Many Local Authority museums were suffering from declining school visits as a result of changes in the National Curriculum.
- Going forward, with the opening of the new *Voices from the Workhouse* project at Gressenhall and a strong exhibitions and events programme across the county, the NMS was hopeful of meeting its challenging performance targets. Commercial income strands including conference and banqueting, conservation and design services and weddings continued to develop positively and were a key focus for the current year.
- The NMS visitor programme for 2016/17 was strong. The highlights of that programme included:
  - **A Viking's Guide to Deadly Dragons:** exhibition at Norwich Castle, which ran until 30 May 2016
  - **Halfway to Paradise – The Birth of British Rock:** exhibition at Time and Tide Museum, Great Yarmouth, which ran until 2 October 2016
  - **Art of the Mart: exhibition at Lynn Museum,** King's Lynn, which ran until 2 July 2016
  - **Memorial Cottages:** exhibition at Museum of Norwich at the Bridewell, which had run until Spring 2016
  - **17th Century Tokens:** exhibition at Museum of Norwich at the Bridewell, which ran until the 2 July.
  - **'To watch the corn grow, and the blossoms set':** the art of Claughton Pellow: exhibition in the Colman Project Space, Norwich Castle which ran until the Autumn
  - **Flint Rocks: exhibition at Ancient House, Thetford** which ran until 29 October 2016.
  - **British Art Show 8 which ran until 4 September 2016.** The campaign to promote the British Art Show was underway, with promotional material across East Anglia and in London, including on all major transport routes. The exhibition was expected to have a very significant impact in terms of benefits to the wider Norfolk economy.
- The Joint Committee was informed that in the autumn the NMS would be focusing on the Olive Edis exhibition at the Castle Museum. An update on this project would be provided at the next meeting.
- The Joint Committee was pleased to hear of the comments made by Sir Neil MacGregor, the ex-Director of the British Museum, at a meeting of the DCMS *Countries of Culture* Select Committee held in May 2016. Sir Neil MacGregor had spoken positively about the work of the NMS and the exemplary partnerships that existed between the NMS and other institutions. His comments (which were set out on page 55 of the agenda) show that the hard work NMS staff put into partnership work with other museums in the region is

recognised at the nation level.

- The Joint Committee also placed on record its thanks to the NMS Conservation Team for the hard work that they had put into the £9m development and exhibition *Command of the Oceans* which opened at Chatham Historic Dockyard on 27 May 2016.
- The Joint Committee was pleased to note that the NMS had received an initial development grant of £462,400 from the HLF for the *Norwich Castle: Gateway to Medieval England* project. A further £8.7 million was earmarked towards the project and a second application for the full grant was expected to be made at a later date.
- Members spoke about how the NMS had historically benefited from European programmes and had built up substantial expertise in designing, managing and delivering museums projects and programmes to make maximum benefit of EU funding. To date there was little information about how projects and programmes that benefitted from EU funding would be managed in the run up to Britain leaving Europe. The preferred scenario was that projects and programmes that were currently underway would continue to operate as normal and run to their natural conclusions and this approach was being taken with the DCMS through the County Council.
- The Joint Committee noted that the Museum of Norwich was the first museum in the region to host 150 artefacts on the Google Cultural Institute Website. This was a prestigious and very developmental new partnership for the Service. Other NMS sites were expected to follow over the coming months, beginning at the Lynn Museum with artefacts relating to the whaling industry.
- The Head of Museums was asked to provide details at the next meeting about the work that the NMS undertook with the Youth Offending Team in Norfolk to encourage young people at risk of offending to engage in a range of cultural activities.
- The NMS was tasked with a national leadership responsibility for the Arts Council's Goal 4 Diversity and Skills. This would involve coordinating a national conference in the autumn and a publication containing case studies drawn from NMS's work and that of 5 other Major Partner Museums across England. The NMS was also working with Kids in Museums, the national charity, to develop a new Takeover Day programme aimed at introducing children from diverse backgrounds to the idea of working in museums and the cultural sector.
- The Committee was informed that the NMS continued to deliver its current Arts Council funding programme (2015-18) while at the same time consulting with the Arts Council about the new funding round in the autumn that was likely to be a 4 year settlement for the period 2018-22. The Arts Council was expected to bring museums into line with the rest of the arts portfolio in terms of having one major funding programme (but with the potential of three levels of investment giving different stages of responsibilities).

The Joint Committee **resolved to note:**

1. Performance against the NMS agreed service plans for 2016/17.
2. Progress regarding development of the Keep at Norwich Castle.
3. Plans for 2016/17 including the main exhibition and events programme and plans for achieving a balanced budget.
4. Progress regarding the Voices from the Workhouse project at Gressenhall Farm and Workhouse.

5. Performance for the financial year 2015/16 and plans for the delivery of the 2016/17 budget.
6. The Arts Council England consultation on the new funding programme for 2018-22.

#### **11 A presentation on the Stories of Lynn project by the NMS project team.**

The Joint Committee received a presentation by Dayna Woolbright, Assistant Curator, Stacey Kennedy, Assistant King's Lynn Borough Archivist and Ruth Farnan, Museum Development Project Officer about the *Stories of Lynn* Heritage Lottery Fund project for King's Lynn Town Hall which was led by the Borough Council of King's Lynn and West Norfolk and delivered in close partnership with Norfolk Museum Service and Norfolk Record Office. Members had been presented with an opportunity to view the exhibition prior to the meeting. The "Stories of Lynn" exhibition was open to the public 10am to 4pm seven days a week.

The meeting concluded at 3.20 pm.

#### **Chairman**

**If you need these minutes in large print, audio, Braille, alternative format or in a different language please contact Tim Shaw on 0344 8008020 or 0344 8008011 (textphone) and we will do our best to help.**