



Minutes of the NMRN Trustee Board held on 17th April 2024 in PRG and via Teams

Present:

Sir Philip Jones	Chair
Mark Anderson (MA)	
Andrew Burnett (AB)	
Philip Dolling (PD)	
Sarah Humphrey (SH)	
Helen Jackson (HJ)	
Jeff Mason (JM)	
Mary Montagu-Scott (MMS)	
Alison Start (AS)	
Gavin Whitter (GW)	
Tom Wright (TW)	

In Attendance

Matthew Sheldon (MSH)	Interim Director General
Emma Allen (EA)	Associate Executive Director: Commercial Operations (joined at 12.30 for agenda items 8-10)
Lyn Andrew (LA)	Associate Executive Director: People (joined at 12.30 for agenda items 8-10)
Andrew Baines (Aba)	Associate Executive Director: Heritage and Strategic Programmes
Sarah Dennis (SD)	Executive Director of Resources and Finance
Graeme Fraser (GF)	Navy Command (NC) (remote)
Richard Hatfield (RH)	Chair – NMRN Operations
Becca Hubbard (BH)	Associate Executive Director: Marketing (joined at 12.30 for agenda items 8-10)
Helen McKenna Aspell (HMA)	Associate Executive Director: Fundraising and Partnerships (joined at 12.30 for agenda items 8-10)
Nicky Tregear (NT)	Head of Governance and Assurance
Angela Styles (AST)	Bayes (Board Effectiveness Review)
Nick Wilkie (NW)	Bayes (Board Effectiveness Review)
Hannah Prowse (HP)	CEO Portsmouth Historic Quarter Trust (stayed for agenda item 1)
Dominic Jones (DJ)	CEO Mary Rose Trust (stayed for agenda item 1)

1. Introductions

- 1.1. Hannah Prowse CEO Portsmouth Historic Quarter Trust (PHQT) (was PNBPT)
 - 1.1.1. HP provided an overview of the re-branded PHQT and their performance to date outlining their strategic objectives and their partnership working aspirations.
- 1.2. Dominic Jones CEO Mary Rose Trust (MRT)
 - 1.2.1. DJ provided an overview of the positive relationship between the MRT and NMRN and also the achievements within the Portsmouth Historic Dockyard Operations joint venture. DJ shared the MRT 5-year strategy, 5-year plan and how their investment contributed to the dockyard.

2. Apologies and Declarations of Interest

- 2.1. Apologies were received from Jon Pentreath (JP), Colin Evans (CE), Kath Biggs (KB) and Mike Scott (MS).
- 2.2. There were no new declarations of interest.

3. Minutes of the Previous Meeting

- 3.1. The minutes of the previous meeting (16th January 2024) were **AGREED** and **APPROVED** as a true and accurate record.

4. Matters Arising

- 4.1. NT took the Board through the action grid:

5. Health and Safety Report

- 5.1. Health and Safety report
 - 5.1.1. The Health and Safety report had been shared in advance of the meeting.
 - 5.1.2. The Board **noted** the report and thanked the H&S team.

6. Interim Director General's Update

- 6.1. The Interim Director General's (IDG) presentation with supporting notes were shared in advance of the meeting. MSH took the Board through the presentation highlighting the following:
 - 6.1.1. Progress against KPIs
 - 6.1.2. Trading and Self-Generated Income
 - 6.1.3. Key work strands
 - 6.1.4. Key Dates
- 6.2. The Board **noted** the IDG presentation.

7. Financial Reports

- 7.1. 2023/24 Current Financial Position
 - 7.1.1. The financial reports were shared in advance of the meeting.
 - 7.1.2. The Board **noted** the current financial position.

8. Corporate Plan Review

- 8.1. Corporate Plan (for information only)
8.1.1. The 2024/25 Corporate Plan had been shared with the Board in advance of the meeting. The Board noted the plan.
- 8.2. CDEL Projects submitted to Navy Command for Funding
8.2.1. A revised profile for CDEL funding had been submitted.

9. Board Effectiveness Review (Feedback/discussion led by Bayes)

- 9.1. Bayes Centre of Charity Excellence Board Effectiveness Review report was shared with the Board in advance of the meeting. The Board welcomed the report.

10. July Strategy Day Planning

- 10.1. The draft proposed strategy day agenda was shared with the Board in advance of the meeting. The Board noted that the Executive would lead the preparation for the day.

11. Strategic project Updates and Decisions

- 11.1. The following was discussed at the meeting:
- 11.1.1. NMRN Hartlepool, the Board
- Noted the baseline financial position
 - Noted the decision by the Programme Board (28 February 2024), supported by the NMRNH Board (8 March 2024)
 - Approved a workplan and funding to generate a whole site proposal.
 - Noted the summary of risks identified in existing commitments and agreements and the associated mitigations and opportunities
- 11.1.2. HMS Victory (Fundraising Opportunities)
- The Board **noted** the update.
- 11.1.3. Reimagining Boathouse 6 (new Royal Marines Museum)
- The Board noted that the submission to the NHLF had been made.

12. Corporate Governance

- 12.1. NMRN Operations
12.1.1. The NMRNO Chair report had been shared with the Board in advance of the meeting. The key points discussed were:
- HMS Caroline
 - the PHD Operations Joint Venture
- 12.2. Audit and Governance Committee
12.2.1. The Board noted the minutes of the meeting.
- 12.3. Collections, Research, Learning and Access Committee
12.3.1. The Board noted the minutes of the meeting
- 12.4. Fundraising Committee
12.4.1. The Board noted the minutes of the meeting
- 12.5. Brand and Digital Engagement Committee
12.5.1. TW provided a verbal update on the outcomes from the meeting.
- 12.6. Nomination and Remuneration Committee
12.6.1. HJ provided a verbal update on the outcomes from the meeting.

13. Summary of Risk Movements

- 13.1. The Board noted the risk register and summary of movements reports.

14. Any other Business

14.1. NT noted that an additional trustee was required to join the WPT following a resignation.

15. Date of Next meeting.

15.1. 24th July 2024

Signed:

Chair of

Date: