

Amgueddfa Cymru – National Museum Wales

EXECUTIVE SUMMARY PREPARED FOR BOARD OF TRUSTEES

June 2008

Purpose:

To update the Board on progress and achievements in April, May and June 2008 as well as key tasks and targets for the next three months.

1. Developing our museum spaces and bringing the visitor experience to life

Masterplanning

Morgan Ashurst, the contractors who worked on the East Wing roof at National Museum Cardiff, have yet to cooperate with requests to provide adequate substantiation of costs. A meeting has been arranged, to take place in mid-June, with the Managing Director of the company and it is hoped that this will bring the matter to an acceptable conclusion.

The Design Team for the development of the Upper West Wing at National Museum Cardiff will present a 'cost-in-use' analysis in June which will put forward a range of options to increase the sustainability profile of the project.

The Elleds Winder building has been opened to the public at Big Pit and an archaeological desk-study of Coity Pit's surface and Dodd's Slope Flue Pit has been completed.

Buildings and Estates

Work to replace a number of the humidifiers at National Museum Cardiff was completed in May.

An independent specialist engineer has reviewed the final parameters for the environmental controls at the National Collections Centre and appropriate remedial work has been commissioned.

Visitor Services & Site Operations

The new Learning Annexe was opened at Big Pit as part of the celebrations to mark the 25th Anniversary of Big Pit as a visitor attraction. The first phase of a technical appraisal of the shaft and winding safety systems was also completed in line with Health and Safety Executive recommendations.

At the National Slate Museum, analysis of external visitor flows, along with general access requirements has been completed for the site and implications and possible solutions will now be considered by the Director of Site Operations. Building work on Ystafell Padarn has been completed and the space will now open as a Temporary Exhibition Facility.

At National Museum Cardiff, the 'Evolution of Wales' gallery has been cleaned and refurbished. New ground floor orientation signage has also been installed at the site and the floor level of the 'Sandwich Room' for the use of visiting schools has been raised to enable disabled children to have lunch with their friends.

Also at National Museum Cardiff, a study space has been developed in Gallery 19 for the *Artes Mundi* 3 exhibition. This includes a space for reading, watching film footage and responding to the exhibition. The space has also been used for discussion sessions and workshops. A learning station, focussing on the landscape, has also been developed for use in the East Wing Galleries.

At St Fagans, work has taken place in partnership with 'Pentre Bowman' to arrange the staging of the finals of the FITA World Field Archery Championships which will take place on 5 and 6 September 2008 at the site.

At National Wool Museum, a new learning space for young children has been introduced in the café area. Funding for this project was provided by the Museum's Friends. Work has also continued on the development of new signage, including the introduction of a roadside banner on the Research and Collections building to improve roadside visibility for the site.

At National Waterfront Museum, specification for additional external signage has also been produced and is ready for utilisation.

The Roman Garden project at National Roman Legion Museum is being finalised.

Development of St Fagans: National History Museum

The new management structure for the site was implemented at the beginning of April, a Project Manager has been appointed and the post of Concept Developer and Coordinator has been internally trawled .

A series of three internal concept development meetings has been held, the inaugural meeting of the St Fagans: National History Museum Steering Group has taken place and the membership of the Project Commissioning Group has been agreed.

The Buildings Department has prepared an invitation to tender for a master-planning brief for the project and tenders will be invited in early June.

Tasks and targets for July - September

Masterplanning

Draw up project proposals for the development of Coity Pit's surface and Dodd's Slope Flue Pit at Big Pit.

Receive and consider the draft report on the future display of Art in Wales.

Hold an inaugural meeting of an external advisory panel for the conceptual development of a Natural History Museum.

Conclude the negotiations on the final account for the East Wing roof at National Museum Cardiff.

Visitor Services & Site Operations

Explore ways in which to develop the use of the meadow at National Wool Museum in order to enhance the interpretation of the site.

At Big Pit, continue the technical appraisal of the shaft and winding safety systems in cooperation with the Health and Safety Executive. Continue negotiations with the Mines Rescue Service to create an interim service agreement for the Emergency Mobile Winder and plan and cost long-term alternative arrangements.

Open the Roman-inspired garden at National Roman Legion Museum on 17 July.

Install the new Friends' Information Point in the Main Hall at National Museum Cardiff.

Buildings and Estates

Renew the contract with the 'Special Needs Team' which provides the National Slate Museum with a historic gardens maintenance service which also benefits members of the team.

Development of St Fagans: National History Museum

Appoint Concept Developer and establish a Concept Development Team.

Hold a series of externally facilitated 'brainstorming' sessions, and commence a site master-planning process.

Hold preliminary discussions with the Heritage Lottery Fund, establish a draft timetable for the project and commence a programme of Public Engagement and Consultation.

Complete the next phase of interpretive signage for the historic buildings, in order to personalise their histories and develop visitors' understanding of their wider historical context, including the re-interpretation of the interior of the Llwyn-yr-eos farmhouse as it might have appeared in 1918 and the development of an interpretation plan for the Haverfordwest Merchant's House.

As part of the continuing development of the Domestic Collections Centre, deliver a display interpreting the purpose of museum stores and reserve collections.

Re-assess and develop the Historic Buildings Collecting Policy and Collecting Strategy within the context of the redevelopment of the site.

Purchase equipment for the digitisation of the sound archive and begin the programme of transferring the collection of 12,000 recordings to digital format.

2. Sustaining prosperous, well used collections

Collections Care and Access Project

The Collections Care and Access Project has now formally been completed. The relocation of collections into the Domestic Collection Centre at St Fagans is now being handled within the management structure of the site. The implementation of a sustainable solution for the operation of the environmental control systems at National Collections Centre and the creation of a store for large artworks at National Museum Cardiff are being

progressed by the Buildings and Estates Department. In future, progress in these areas will be reported within the work programmes of the departments in question.

Conservation, Curation & Acquisitions

Work continued on the creation of a draft policy and action plan for contemporary collecting in Social and Industrial History.

An options appraisal relating to the enhancement of conservation laboratory facilities within the organisation was carried out.

The merits of a centralised loan system were considered, and a central data-base of loans in and out will be created as a consequence.

Building works relating to the establishment of a dedicated Human Remains Store at National Museum Cardiff were completed to programme.

A rotary converter from Llechwedd Quarry, Blana Ffestiniog, has been acquired for the industrial collection at the National Slate Museum and its history, use and context have been documented.

The restored impellor of the Waddle Fan has been transported from Big Pit to National Collections Centre and a range of modern mining equipment has been acquired from Tower Colliery for display at Big Pit. Also at Big Pit, the Curator has completed collecting oral histories focused on the 1984 miners' strike, ahead of the 25th anniversary which will be marked at the site during 2009.

Mr. Neil Butters, secretary of the Railway Heritage Committee, visited the National Waterfront Museum on 28 April to hand over the locomotive nameplate, 'Cory Brothers 1842-1992', which was cast to commemorate the 150th anniversary of the company which commenced business as coal exporters in Cardiff in 1842.

A very rare Late Iron Age tankard, complete with wooden staves and copper alloy handle and fittings, was acquired as a result of a discovery by a metal-detectorist at Langstone, near Newport.

The discovery of two large Roman coin hoards of the early fourth century AD was reported through the Portable Antiquities Scheme. The site, at Sully, was investigated by departmental staff and the hoards are being examined for the preparation of a report for H.M. Coroner for Cardiff and the Vale of Glamorgan.

At St Fagans, the re-erection of the hay barn at Llwyn-yr-eos for agricultural use has been completed and a Victorian urinal has been installed outside Gwalia Stores.

The loan of King Edward VII and Queen Alexandra commemorative objects to Powysland Museum has been supervised as well as that of a group of Welsh costumes and Welsh costume prints to the National Library of Wales.

The prize-winning work from the 2004 Artes Mundi exhibition, *The Hour of Prayer*, by Eija-Liisa Ahtila has been acquired through the Derek Williams Trust and the Art Fund.

Tasks and targets for July - September

Conservation, Curation & Acquisitions

Refine the draft policy and action plan for contemporary collecting in Social and Industrial History.

At St Fagans, progress the re-location programme for collections, including the refurbishment of the existing Textile Store as a Painting Store. Commence the transfer of the agricultural collections from the National Collections Centre to the Large Object Store (formerly the Atcost Store), install a selection of harps and Eisteddfod chairs in the viewing area of the Domestic Collections Centre and commence environmental monitoring to ascertain the future level of environmental control required for the collections destined for the area.

Also at St Fagans, commence ground-works for the Kennixton barn tŷ-bach and the Haverfordwest Merchant's House (subject to newt mitigation process) and repair and limewash Hendre'r-ywydd Uchaf in preparation for the five hundredth anniversary of its original construction.

At Big Pit, continue to collect oral histories focused on the lives of women in industrial communities, collate information on the activities of the 'Welsh Tunnellers' in the First World War, reconstruct the coal plough face, pans and hydraulic roof supports and the main line coal wagon and conserve the 'Trambulance'.

Undertake ship-based fieldwork in the deep water regions of Scottish sea-lochs in June, to supply fresh specimens of bivalves to solve taxonomic problems for the DTI-funded bivalve identification manual.

Acquire 2500 specimens of *Rubus*, recently donated to the Museum by British bramble expert, Alan Newton, which will complement and augment the Museum's existing *Rubus* collections.

Review the National Collection of Textile Machinery recently moved to the National Collections Centre in order to rationalise the collection.

3. Helping our visitors to make sense of the world

Learning & Access and Programming

A National Science and Engineering weekend event was held at National Museum Cardiff during which a series of activities were organised to focus on space and astronomy. This event formed part of a series of talks and activities associated with the display of the *Mars in their Eyes* exhibition at National Museum Cardiff which featured cartoons and satirical material relating to space exploration from the collection of Professor Colin Pillinger, Head of the Beagle 2 project.

At the National Slate Museum, the 'Open Doors' project is now providing regular opportunities for visitors to enter the 'Volunteers Loft' storage area and discuss the collection of wooden patterns with a curator. Also at the site the 'Using Artefacts to Inspire Creative Writing' workshop session drew support from primary and secondary school staff. The project was delivered in collaboration with the Education and Business Partnership.

Workshops for schools, including specific sessions for early years and Special Educational Needs groups, have taken place during the *Artes Mundi 3* exhibition at National Museum Cardiff. These workshops have been very well attended and the evaluation of the sessions has revealed very positive user-feedback.

Two ten week programmes of creative writing workshops for older people were organised at St Fagans and National Museum Cardiff, with funding from Age Concern, to coincide with the 'Gwanwyn' festival of older people's creativity in May.

A 'Roman Feast' was organised at National Roman Legion Museum on May Bank Holiday during which 'Roman' cooks were busy in a replica Roman kitchen creating a number of Roman dishes.

At the National Waterfront Museum, a Gilbern car has been put on display in the Main Entrance Display Area. A recently acquired Suffragette Doll has also been displayed in the 'Achievers' Gallery.

Work within the Exhibitions Unit to create a central resource providing guidance for text writing for displays is ongoing. Work also continues on the review of technical service provision within the organisation.

Mainstreaming the Welsh Language

The draft Mainstreaming Plan for 2008-09 has been completed and will be placed before Performance Review Committee for approval.

An *Artes Mundi* workshop, delivered through the medium of Welsh, has been held once a month throughout the period of the exhibition at National Museum Cardiff and has proved popular with Welsh speakers and learners.

St Fagans hosted the Dehongli Cymru / Interpret Wales national conference on the use of bilingual interpretation. Tours of Oriel 1 were arranged for the sixty delegates who attended from a wide range of heritage and environmental organisations.

At National Slate Museum, a teacher familiarisation day was held through the medium of Welsh in response to teachers' requests. The training day will be repeated in English at a future date.

Tasks and targets for July - September

Learning & Access And Programming

Celebrate Refugee Week at the National Waterfront Museum with a display put together by Asylum Seeker Adults and a weekend of events and activities including live music and dance performances, drumming, circus skills and world art and craft workshops.

Hold a study-day on the Impressionist painters at National Museum Cardiff in June in collaboration with the University of the Third Age.

At St Fagans, hold creative writing workshops led by the former National Poet, Caryl Parry Jones, to coincide with the Oriel 1 display 'Gorseddi' which will feature Eisteddfod chairs from the Museum's and other collections to coincide with the staging of the Eisteddfod in Cardiff.

At the National Wool Museum, host Coleg Sir Gâr's Final Degree Fashion Show in June, and display an exhibition of the students' preparatory work and ideas. Further to this, judge and display entries in the 'CWTSW' competition in which textile students in Welsh colleges have been invited to create collections of contemporary clothing inspired by the collections at the National Wool Museum.

At the National Waterfront Museum, as part of the Dyfatty Heritage Project, work with older people from this 'Community First' ward to record the history of the local area, focusing on Dyfatty, Greenhill and Manseltown.

Also at the National Waterfront Museum, open the *Ffarwel Cymru! – Gweithio Dramore – Working Abroad* exhibition and deliver a programme of temporary displays including: 'Robert Owen – Legacies that Last'; the 'Numbers and Shapes' photography display and the Royal Commission on the Ancient and Historical Monuments of Wales Centenary Exhibition.

At National Museum Cardiff, deliver a week-long programme of talks, hands-on activities and demonstrations in celebration of National Archaeology Week and deliver new guided tours of the *Origins* exhibition at National Museum Cardiff with new material that will highlight the 'Archery' theme.

Finalise work on the Open College Network (OCN) Level 2 course for youth workers, 'Facilitating Youth Engagement with Community Arts, Heritage and Culture' which is being developed as an 'On Common Ground' legacy project.

Deliver the National Library of Wales' touring exhibition, *Winifred Coombe Tennant – a life through art*, in the Art Galleries at National Museum Cardiff.

Re-open a further section of the refurbished East Wing Art Galleries at National Museum Cardiff, including the Welsh landscape and eighteenth century galleries containing several recent acquisitions and loans, including an anonymous painting of about 1750 depicting a Welshman celebrating St David's Day.

Deliver the *Archery* exhibition in Oriel 1 at St Fagans.

Open the *Draw Dros y Don – American Dreams* exhibition in Ystafell Padarn at National Slate Museum.

Deliver the 'Romans in Residence' event at National Roman Legion Museum during August and the 'Archery' exhibition which will be displayed at the site between 26 June and 23 September.

Organise and deliver the Annual Lecture at National Roman Legion Museum on 23 September.

At National Wool Museum, display the recently donated collection of clothes made during the 1960's and 70's from fabric purchased at Cambrian Mills. Deliver summertime events planned around the theme of 'fashion'.

Undertake filming for the 'Water in Wales' (working title) film that will be installed in the Frontiers Gallery at National Waterfront Museum during winter 2008 and devise and design a 'Money Hub' activity area for visitors for completion by autumn.

Mainstreaming the Welsh Language

Launch the *Welsh for Adults* learning pack at the National Wool Museum and hold a training session.

At St Fagans, trial the learning pack for use in Oriel 1 during June and July in preparation for a launch in September.

Deliver a welcoming visitor experience and appropriate public programming at National Museum Cardiff and St Fagans during the National Eisteddfod in Cardiff.

4. Listening to and learning from our audience and partners

Learning and Access

Due to requests from Primary Schools that are studying the Victorian era, a session on the woollen industry at this period is being trialled at the National Wool Museum for inclusion in the 08/09 programme for schools. The session includes a tour of the Museum and children have the opportunity to try on replica Victorian clothes. A village trail is also included which allows the children to compare the houses where the factory owners and the workers lived.

Visitor survey work for *Artes Mundi 3* has been completed.

A customer satisfaction report relating to the work of NMGW Enterprises Ltd has been delivered.

Ownership

A paper on the establishment of a consultation forum was prepared for and considered by the St Fagans: National History Museum re-development steering group and a further paper is being drafted to guide the work in this area.

Meetings have been held with the Senior Audience Researcher at the Science Museum and the Head of Learning at the Museum of London, thus continuing the programme of benchmarking our consultation and engagement activities with other major museums.

Tasks and targets for July - September

Learning and Access

Consult with target audiences on the detailed fit-out of the new Learning Annexe at Big Pit.

Disseminate results of *Artes Mundi 3* visitor survey work.

Implement an action plan in response to the key findings of the customer satisfaction report.

Commission a qualitative research study to ascertain existing visitor satisfaction levels with marketing, programming and the general resources provided at each museum site.

Commission a visitor survey aimed at gathering information on visitor motivations to visit, to complement existing visitor profile data.

Ownership

Complete work on paper to guide consultation and engagement at St Fagans.

Create literature based on the Consultation Policy & Ownership Action plan to recruit public consultation participants to engage in the redevelopments at St Fagans and other key projects.

Carry out an Equality and Diversity Impact Assessment on the Consultation Policy & Ownership Action Plan.

Meet with Learning staff at the V&A to continue with benchmarking.

5. Communicating – expanding our local and global reach

Marketing and Consumer Press & PR

A staff survey on brand awareness and usage has been completed and a report providing analysis of the key outcomes has been completed.

A Press Plan which has been prepared by an external consultant is now in place for the National Roman Legion Museum.

Profile Raising & Corporate Communications

National Museum Cardiff hosted the official handover of the National Poet for Wales in April. Working in partnership with Academi, around eighty guests enjoyed poetry readings by Professor Gwyn Thomas (the current poet) and Gillian Clarke.

N.S. Harsha was announced as the winner of *Artes Mundi 3* at the Prize Awarding Dinner on 24 April with significant press coverage being achieved on the day.

HRH Prince Harry visited National Museum Cardiff on 5 June as a guest of Dolen Cymru, an organisation which promotes friendship and understanding between the people of Wales and Lesotho.

A significant article appeared in the Western Mail Saturday Magazine on 3 May which profiled the work of the Museum as part of the celebration of Museums & Galleries Month. This was followed by coverage on May Day Bank Holiday relating to 2008-09's record visitor figures.

Staff from the National Wool Museum attended the 'Wonderwool Wales' event at the Royal Welsh Showground in Builth Wales in April. This is an annual festival which promotes wool and natural fibres in Wales. As a result of the event, contacts have been made to develop a series of workshops and to work alongside other establishments promoting the Welsh textile industry.

Museum staff members have continued to attend meetings of the Smithsonian Folklife Festival 2009 Committee, with a number of Departments providing input to the development of the project.

Publications

A Trade campaign was implemented for the *Harnessed: Colliery Horses in Wales / Gyfaill neu Gaethwas Cefftlau'r pyllau glo* publication.

British Alpine Hawkweeds, a book co-authored by Tim Rich of the BioSyB Department, was published by the Botanical Society of the British Isles in April.

Publications entitled *The Landsnails of Madeira*, a checklist as part of the BioSyB 'BioTir' series, and *The New Molluscan Names of César-Marie-Felix Ancey*, 'BioTir 3', including illustrations of Type material from our collections, were printed in June 2008.

Learning and Access

Workshops have been delivered through video-conferencing which explore definitions of 'Welshness' with participants from 'Communities First' areas, Amlwch and Swansea.

Celtic Iron Age workshops were delivered to two schools in the Rhondda and two from Anglesey which then communicated with each other through video-conferencing.

The 'Romans for All' programme was organised in partnership with the Penpergwm House Residential Care Home. Staff from National Roman Legion Museum delivered a series of talks at the Home which explored various Roman-inspired topics suggested by the residents and by local school children who also took part in the project. The residents and children also created two Roman-themed commemorative tiles and friendship medallions and to celebrate the project, the children and residents visited the Museum during May to view a display of their work.

Also at the National Roman Legion Museum, a series of visits were arranged through the Education Business Partnership to create tailored facilitated sessions for children with special educational needs.

Learning, ITC, Web, BioSyB and Exhibition staff worked together with the RSPB to launch the 'Peregrine-Cam' project at National Museum Cardiff. The initiative, which features live footage of the peregrine falcons nesting on the tower of Cardiff City Hall, includes web-based material and a display at National Museum Cardiff and has been very well received by visitors. The display content has been facilitated by twenty one volunteers who were trained by Museum staff.

A programme of activities has been created for the Urdd Eisteddfod in Conwy, using the Thomas Jones painting, *The Bard*, as a starting point for an exploration of Art, Natural Sciences and Archaeology. Objects from the Outreach collection were also featured as part of the Museum's display area at the event. Work in partnership with the Urdd organisation has also taken place to create an exhibition focused on the work of the organisation in Oriel 1 in St Fagans.

Digital Developments

A New Media Strategy has been approved by the Learning Content & Communications and Staff Executive Groups.

Discussions have taken place with Basic Skills Agency Cardiff to develop a digital story-telling course at St Fagans.

Development of *Rhagor*

Responsibility for the ongoing management and development of *Rhagor* has been transferred to the Communications Division and a Business Plan for Stage two of the project was presented to the Board of Trustees.

Partnerships

Discussions have been held with CyMAL on the next cycle of Cyfoeth Cymru Gyfan – Sharing Treasures partnership projects.

An exhibition at Llandudno Museum, part of the current programme of Cyfoeth Cymru Gyfan – Sharing Treasures partnership projects, has been opened by the Minister for Heritage. The exhibition is part of a project to display and catalogue the collections of the Llandudno and Colwyn Bay District Field Club, which include fossils, shells, an Iron Age gold coin and a Neolithic axe head.

External Liaison

The Director of Learning & Programmes visited three of the venues for the U.S. tour of art works from the Davies collection. Work has continued in preparation for the tour, including preparation of text for the exhibition catalogue.

The Director of Learning & Programmes also lectured to students at the University of Glamorgan's School of Creative and Cultural Industries. He also participated in the *Artes Mundi* conference at UWIC and travelled to Belfast to give a public lecture at the University of Ulster.

The Head of the National Waterfront Museum travelled to China to participate in a British Council-funded training programme for Chinese curators which focused on making museums audience-centred.

The Keeper of Big Pit gave a presentation on the Blaenafon World Heritage Site to representatives from mining areas around Europe at the Green Mines conference in Ireland.

Staff from the National Museums & Monuments of Zimbabwe made a week-long visit to Wales during April as part of the Museum's ongoing collaboration in the development of a new National Mining Museum in Zimbabwe. Staff at Big Pit also continued to provide curatorial advice for the development of the Senghenydd Disaster Memorial Room, to Caerphilly Borough Museum Service regarding the redevelopment of Elliot's Winding House and for the South Wales Miners Museum being developed at Afan Argoed.

The Keeper of the National Slate Museum is part of the Gwynedd Council-led team dealing with the proposed Interpretative Centre at Caernarfon. Consultants are now developing content and themes for the Centre for evaluation and discussion.

Research

An application for Independent Research Organisation status was submitted jointly to the Arts & Humanities Research Council and the Natural Environment Research Council.

Work began on creating a Research Strategy for Biodiversity & Systematic Biology. This is the first departmental research strategy to be undertaken as part of the overarching Corporate Research Strategy.

Staff from the Geology Department participated in the Fourth International Trilobite Conference in Toledo and visited St. Petersburg for a joint project with the Russian Academy of Sciences.

Tasks and targets for July - September

Marketing and Consumer Press & PR

Appoint a Communications Officer at the National Wool Museum.

At St Fagans, launch a programme of press and PR activities to celebrate the site's 60th anniversary, commencing with an 'open day' on July 5.

At Big Pit, launch a programme of press and PR activities to celebrate the site's 25th anniversary.

Develop a press plan to communicate National Museum Cardiff's art, natural history and archaeology collections.

Disseminate results of the staff survey relating to brand awareness and usage, accompanied by recommendations for brand development amongst staff.

Produce and distribute a new suite of museum leaflets, supported by a schedule of press and advertising work, aimed at reinforcing the individual brand attributes of each museum and the corporate message of free entry.

Profile Raising & Corporate Communications

Organise the Welsh Landscape Gallery opening event at National Museum Cardiff for key stakeholders.

Coordinate the Heritage Minister's attendance at the Style Show at the National Wool Museum on 3 July.

Coordinate Jane Davidson AM's attendance at the launch of the Woodlands Trail at St Fagans on 7 July.

Implement a press and PR plan highlighting Museum activities on the National Eisteddfod field and concurrent events at National Museum Cardiff and St Fagans.

Develop an Internal and External Communications Plan in support of the St Fagans development project.

Develop an outline Communications Strategy for the Assembly Government 'People's Collection' project.

Publications

Produce the first draft of the *Children in Mines* publication.

Finalise content for the first of a series of family activity books, to be co-published with Cadw, for testing over the summer.

Complete house style guidelines.

Prepare a brief for the production of a new trade catalogue and for the Annual Financial Report.

Learning & Access

Deliver an archaeology fieldwork programme in partnership with Clwyd-Powys Archaeological Trust at Cornodon Hill, Montgomery.

Digital Developments

Commence the implementation of the staffing recommendations contained within the New Media Strategy.

At National Museum Cardiff develop a 'frogblog' for the website documenting the adventures of the Glanely Gallery frog and exploring the life-cycle of the frog species.

Implement a new Photography Policy at National Museum Cardiff as a response to the increased risk of photographic images of copyrighted artworks displayed in the Galleries appearing on internet sites.

Development of *Rhagor*

Publish an interactive version of the Museum's 'Research Register' linking to further details of specific research projects.

Showcase *Rhagor* and launch the web resource of traditional Welsh music from the St Fagans archive at the National Eisteddfod.

Publish a 'Curator's Choice' online exhibition.

Instigate an accessibility testing programme in association with Cardiff Coalition for Disabled People.

Partnerships

Participate once more in the British Museum's International Training Programme. This year, the Museum will host four curators from Kenya and Egypt over a ten day period.

Open the *Dinosaurs in your Garden* exhibition, part of the current cycle of Cyfoeth Cymru Gyfan – Sharing Treasures partnership projects, at Scolton Manor Museum in Pembrokeshire.

External Liaison

Continue to liaise as necessary with CyMAL in regard to the north/mid Wales Museums Partnership Strategy.

Research

Continue developing a Research Strategy for Biodiversity & Systematic Biology, and begin work on a Strategy for Social & Cultural History.

6. Becoming an organisation that learns and that builds on its successes

Evaluation Activities

The Evaluation Framework and Action Plan was approved by Trustees and work has commenced on the implementation of the Action Plan during the Pilot Year phase.

At the National Waterfront Museum, a strategy for the refreshment of displays and for customer services has been devised using key issues that have emerged from visitor comments.

Learning Activities

The Learning Department organised a study visit to London Museums on 2 June which enabled staff from a number of departments to undertake benchmarking visits to a number of London Museums.

Staff at the National Waterfront Museum participated in a training day with the interpretation expert John Veverka. This enabled staff to build on skills associated with communicating the collections. The training day was attended by fourteen staff members and will result in the provision of short tours for visitors to the site during the summer period.

The Head of Learning took part in a study visit to the Netherlands, organised by GEM (Group for Education in Museums), meeting with Learning and Exhibition professionals in a variety of museums and galleries.

Training has been provided to the Marketing & Media team by the Institute of Direct Marketing.

Ownership Activities

The first round of staff training on engagement and consultation has been evaluated and programming for the second round of training scheduled for October 2008 has begun. In the meantime a series of bespoke sessions will be provided for specific groups and individuals where a need has been identified.

A template has been created and piloted to enable public engagement and consultation plans to be created for major projects.

Amgueddfa Cymru featured as a case study in a paper written by the Public Consultation Co-ordinator in the May edition of the Arts Professional journal.

Human Resources

A training programme for a Trainee Craftsperson at the National Wool Museum has been agreed and is progressing well.

Work has continued on implementing the Succession Plan for Big Pit along with the development of HMI approved apprenticeship schemes for key posts.

An IIP (Investors in People) advisor has met with a variety of staff at the National Waterfront Museum and staff members have been involved in creating an internal Mission Statement and a set of values to guide the operation of the site.

Pay negotiations for 2008-09 have continued. The programme of Equality Impact Assessment Training continues to be delivered and a pilot session for the proposed new induction programme has been developed.

A finalised HR Strategy was presented to the Board of Trustees.

Tasks and targets for July - September

Evaluation Activities

Continue internal dissemination of the Evaluation Action Plan and ensure that appropriate monitoring of progress against plan takes place.

Create report based on the evaluation of users of the St Fagans Art Cart and the Woodlands Pathway and associated resources in Oriel 1.

Following a series of presentations to staff groups, write up the evaluation of the development of Oriel 1 for ongoing internal reference.

Learning Activities

Organise a training opportunity for Museum staff; a master-class in smelting and making bronze, which will be held as part of National Archaeology Week.

Deliver a training day on interpretation skills with John Veverka for staff at the National Wool Museum.

Launch the Community Heritage Toolkit which was the final outcome of the project that ran through 2007-08. The Toolkit will be used to educate and inspire individuals and organisations to develop their own community heritage projects.

Ownership Activities

Complete development of the second stage of staff training on public engagement and consultation and undertake bespoke sessions as required.

Create a template to enable members of staff to plan public engagement and consultation for small projects.

Human Resources

Conclude the external review of Geology Department staffing, in the context of developing the Natural History Museum.

Progress the recommendations of the IIP advisor at the National Waterfront Museum.

Begin the process of working towards IIP accreditation at St Fagans.

Conclude the pay negotiations for 2008-09.

Commence a series of Focus Groups with staff to discuss the action points arising from the staff survey.

7. Re-aligning our resources to deliver all these key developments

Planning

A Planning Framework for 2008/9 has been developed for presentation to the Board of Trustees.

Fundraising

An application was submitted to the Clore Duffield Foundation for the development of education spaces at National Museum Cardiff.

A bid for £500,000 was submitted in response to a funding call from 'Children in Need' for future development of the 'On Common Ground' project.

An application was submitted to the Sports Council for Wales under their 'Active Workplace' scheme for funding for the provision of changing and showering facilities at National Museum Cardiff and St Fagans.

The Principality Building Society received an Arts & Business Cymru Award in recognition of their sponsorship of Oriel 1.

NMGW Enterprises Limited

The profit for distribution achieved during 2007-08 was £491k, above the budgeted figure of £471k and up on the previous year's figure of £421k. This extra profit will be incorporated into the Museum's contingency account for the current year.

The key objectives for the Trading Company for the forthcoming twelve months have been agreed with the Enterprises Board with several of the initiatives aimed at improving the performance of commercial activities at the National Waterfront Museum.

Six responses were received from companies with regard to the catering contracts at National Museum Cardiff and the National Waterfront Museum with a decision expected in mid-June.

Following the May Enterprise Board meeting, the 2008-09 marketing plan for the trading company was agreed. In addition, detailed work is being carried out to formulate a brand strategy for Enterprises products and services which will be used to support a planned trial of an on-line shop during the autumn/winter period.

Telecommunications and ICT

The new air-conditioning unit has been installed and commissioned in the server room at National Museum Cardiff and a power supply model has been completed and submitted to the Buildings Department for review.

Desktop video conferencing technology is being installed on selected workstations at all sites to trial remote divisional meetings.

A successful national conference of the Museums Computer Group was held at the National Waterfront Museum in April.

The extension of wireless networking to St Fagans and to the National Waterfront Museum has commenced and trialling of an alternative model of public kiosk workstation is underway.

Sustainable Development

In relation to the NERC Biodiversity Duty Act, a Phase 1 survey of the Cathays Park site has been completed, and a Phase 1 survey of the St Fagans site will be undertaken shortly. Insect surveys at the St Fagans site are underway and will be ongoing throughout the summer.

A family cycle event was held in June, together with other initiatives promoting sustainable travel during National Cycle Week.

Create information charts on energy usage at National Museum Cardiff as a comparison to the previous year's patterns of usage with the aim of further reducing usage.

Extend the water saving and eco-friendly cleaning trial to the remaining male toilets at National Museum Cardiff.

Tasks and targets for July - September

Planning

Implement the Planning Framework for 2008/9, starting with a Vision Mapping session at the Joint Executive Group in July.

Fundraising

Launch the Legacy campaign.

Develop a 'Your Heritage' funding application for submission in September, involving six community groups, drawn from Swansea, Cardiff and Rhondda Cynon Taf.

At the National Slate Museum, continue activities to nurture a proactive relationship with the new owners of the Penrhyn Quarry.

Discuss the potential for EU Convergence Funding bid with Cadw.

NMGW Enterprises Limited

Finalise the catering contracts for National Museum Cardiff and the National Waterfront Museum.

Conclude the leases of Units 4 and 1a at the National Waterfront Museum.

Operate a shop at the National Eisteddfod.

Telecommunications and ICT

Formalise proposals for the server room power refurbishment.

Complete wireless network extensions at St Fagans and the National Waterfront Museum.

Sustainable Development

Distribute to visitors, via the National Slate Museum shop, Gwynedd Council's free-issue integrated public transport timetables for summer 2008, in order to encourage use of all local bus, rail and 'Sherpa' networks.

Continue to work with the Carbon Trust to develop an action plan for raising energy awareness amongst staff at all sites.

8. Financial Report

Management Accounts to 31 March 2008

The Management Accounts to the financial year end are attached as Annex A, and include the cover sheet which fronted the figures and commentary for consideration at the Performance Review Committee meeting on the 15 May 2008. It was felt more appropriate that the Board have sight of the year-end figures rather than the figures to the end of April 2008, which would only reflect one-month's activity by the Museum in the new financial year.

The Board should note that with effect from the September meeting, Annex A will be reduced by the removal of the appendices and compensated by an improved layout to the Financial Position Report.

Management Accounts to 31 March 2008

~~The Management Accounts to the financial year end are attached at Annex A. With effect from September, the material previously appended at Annex A will be reduced by the removal of the appendices and an improved layout will be created for the Financial Position Report.~~

Statutory Accounts to 31 March 2008

The preparation of the formal accounts for NWMS Limited, NMGW Enterprises Limited and for the Consolidated Museum has continued to schedule.

Payroll

Notification has been received from the supplier of the Museum's current payroll package that support for the package will cease with effect from the end of this financial year. The process of selection of a new package will take account of the need to link the new package with the existing HR and Accounting software packages.

Tasks and targets July - September

Complete the statutory accounts to timetable.

Continue budget preparations for 2009-10 and 2010-11.

Commence sourcing of a replacement payroll package and prepare a timetable for implementation.

9. External Audit

KTS Owens Thomas, the external auditors of NMGW Enterprises Limited, commenced their audit on 29 May, with the Wales Audit Office commencing their audit of the Consolidated Museum accounts on 2 June.

Tasks and targets July – September

Complete audits to timetable to enable the signing of accounts on the planned dates.

10. Internal Audit

Reports were prepared and presented to the Audit Committee on 15 May.

Tasks and targets July – September

Continue to work on the outstanding items from the Audit Plan for 2007-08 and consider the Audit Plan for 2008-09.

11. Risk Management

The Risk Management Group met on 24 April and reported to the Performance Review and Audit Committees on 15 May.

12. Recommendations

It is recommended that this Report is noted.

Michael Houlihan

Director General

June 2008