

Northern Ireland Museums Council

Annual Report & Financial Statements

2019/2020

Tha Cooncil o Norlin Airlann
Museums Accoont o Ilka Year

Comhairle Iarasmalann Thuaisceart
Eireann Tuarascail Bhliantuil
& Raitis Airgeadais



Cover image:

Playful Museums Festival,

Cary aged 22 months at Down County Museum.

Photo by Ruth Osborne

Northern Ireland Museums Council

Financial statements for the year ended 31 March 2020

Registered Company Number: NI027735

Charity Registration Number: NIC101873

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Members of the Board and professional advisors

Directors

Prof E Crooke (Chair)
Mr N Hamilton (Vice-Chair)

Julie Andrews (appointed 28 June 2019)
Neil Armstrong (resigned 30 April 2019)
Sean Barden
Alderman Yvonne Boyle (appointed 25 June 2019)
Councillor Aaron Callan* (resigned 2 May 2019)
Jayne Clarke
Councillor Michael Cooper* (resigned 2 May 2019)
Anne Dorbie
Councillor Rory Farrell (appointed 4 July 2019)
Roddy Hegarty
Robin Morton
Councillor M McKinty* (resigned 2 May 2019)
Helen Perry
Councillor Keith Turner (appointed 17 September 2019)

External Auditor

Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU

Bankers

Danske Bank
Corporate Banking
PO Box 183
Donegall Square West
Belfast
BT1 6JS

Company Secretary

Ms S McCartan

Registered Office

153 Bangor Road
Holywood
Co Down
BT18 0EU

Charity Registration Number

NIC101873

Audit & Risk Assurance Committee

Prof E Crooke (Observer)
Ms A Dorbie (Chair)
Mr R Morton
Mr N Hamilton

Grant Committee

Mr S Barden (Chair)
Mr N Hamilton
Mr R Hegarty

Business Planning Committee

Ms J Clarke
Prof E Crooke (Chair)
Mr R Morton
Ms H Perry

Accounting Officer

Ms S McCartan

Principal Office

153 Bangor Road
Holywood
Co Down
BT18 0EU

Registered Company Number

NI027735

* In September 2018 three new representatives took their place on the Board. None of the Councillors registered with Companies House. All Councillors were replaced following the local council elections on 2 May 2019.

Non-Executive Director's Report

As we look across the museum sector in Northern Ireland there are many successes and examples of innovation that as a sector, we should all be proud of. Continuing excellence is evident in new and maintained accreditation standards as well as the appetite for advice and training. The Museums Council delivered training to over 100 members in areas that included collections development, learning programmes for Primary School children, and engaging new audiences. Fostering and driving the social impact of museums is exemplified by programming around Playful Museums and Dementia Friendly Museums. Collaborative practices that are reaching out to and sustaining new audiences can be found in the young people engagement projects. *Reimagine, Remake and Replay* brought over 13,300 young people to co-curated events in our local and regional museums. One third of those who attended *The Late Shift* audience engagement events had not visited the museum before and now will recommend it to friends. These NI Museums Council-led projects received national recognition by inclusion in the Museums Association *Museums Change Lives* publication series.

The Museums Council continues to operate on a tight annual budget allocation from the Department for Communities and in order to support our museum sector we must be mindful of our own finances. As a result, the successes in achieving additional grant income through the year has made an enormous impact on our work. Granted by the Esme Mitchell Trust, the Council is providing its members a *Collecting for the Future* acquisition fund. Success with Awards for All through the National Lottery Community Fund meant we could bring the Replay Theatre Company's *Baby Daddy Show* to the *Playful Museums Festival*, touring nine museums in February 2020. We are also grateful for additional funding from the Department for Communities that has enabled us to contract Access Matters UK to carry out Access and Inclusion Audits with seven local museums and ensured we could deliver our programmes around children and people with dementia.

Working closely with its members, the Museums Council is central to all of these initiatives and we make it our mission to champion, develop and support what is a dynamic, inclusive and sustainable museum sector. This role sits very easily with the draft Programme for Government and Outcomes Delivery Plan framework, which has at its core to improve wellbeing for all. Working together as a sector we are united in our ambition in fostering engaged museums and the achievements captured in this Annual Report go some way to demonstrating that.

Whilst writing this Report museums across Northern Ireland, and indeed across Ireland, GB and many globally, are closed as a result of the COVID-19 pandemic. This is an unprecedented situation and its full impact is yet to be understood. In amongst the uncertainty museums are bringing us moments of light. Each day Fermanagh County Museum tweets a photograph of a 'mystery object', thus bringing lesser known objects to social media users. Like many of Museums Council members, the Linen Hall Library has opened its virtual doors offering cultural programming via social media. Museums are also thinking to the future. Museums in Newry, Mourne and Down District Council are inviting residents to share a story with the living history project *Living in Lockdown*. The Irish Linen Centre and Lisburn Museum has launched a contemporary collecting project called *Covid-19 and Me*. Those mentioned are just a sample of the quick thinking and responsiveness of the sector. Such initiatives remind us that museums are here to capture the moment and lay down a legacy for the future.



Professor Elizabeth Crooke

Chair

Date: 30 June 2020

Report of the Directors for the year ended 31 March 2020

The Directors of the Museums Council, for the purposes of the Companies Act 2006, submit their annual report and the audited financial statements for the year ended 31 March 2020.

Northern Ireland Museums Council

The Museums Council was established in 1993 to support local museums (i.e. non-National museums) in Northern Ireland in maintaining and improving their standards of collections care and service to the public and to promote a coherent framework of museum provision.

In pursuit of these aims the Museums Council's main objectives are:

- To assist museums in Northern Ireland to improve standards of collections care;
- To assist museums in Northern Ireland to improve the range and quality of services to the public;
- To improve the status and standing of museums;
- To promote and advance education by supporting and assisting museums and galleries and to encourage the use and enjoyment by the public of museums and galleries in Northern Ireland, and thus advance the arts, culture, heritage and science for the benefit of the public;
- To promote a coherent framework of museum provision in Northern Ireland; and
- To operate efficiently, effectively and economically.

The Museums Council's functions include the following:

- The development and maintenance of links with interested bodies and agencies;
- The provision of information, advice and training to museums across a range of activities such as curatorial practice, collections management, conservation services, marketing and income-generation etc.;
- To encourage, support and assist educational exploitation of museums;
- Assistance with feasibility studies and carrying out developmental research;
- The disbursement of grants to local museums towards approved projects and specimen purchase; and
- The promotion of Museum Accreditation for local museums.

The Museums Council is registered as a company limited by guarantee and operates in compliance with the Companies Act 2006. It is a registered charity. The Museums Council was funded, in the main, by the Department for Communities (DfC) and as such operates as a Non-Departmental Public Body (NDPB). The Museums Council does not carry out its functions on behalf of the Crown.

With this remit, and through these aims, the Museums Council plays a unique and fundamental role in the delivery of the Northern Ireland Museums Policy, as well as contributing to the current draft Programme for Government, Outcomes Delivery Plan and the Departmental vision and strategic priorities to deliver outcomes / results which will support people, improve communities and tackle disadvantage. For museums, these aspects become manifest through the protection and enhancement of the cultural assets they hold, and the prioritising of audience engagement programmes.

The vision of the Northern Ireland Museums Policy is for *"a coordinated and sustainable museum sector that develops, preserves and interprets its collections to the highest possible standards; delivers quality services that inspire, educate and engage local, national and international visitors and users; harnesses its strengths and diversity to support economic, social and cultural development in Northern Ireland and a shared and better future."*

Report of the Directors for the year ended 31 March 2020 (continued)

During the 2019-20 business year, the Directors delivered Year 2 of the draft Corporate Plan for 2018-21. Our vision is for “A dynamic, inclusive and sustainable museum sector” and our mission is “To champion, develop and support museums”. We have also identified three core values that underpin everything we do – Innovative, Collaborative and Professional. The Board of Directors has identified, with support from the Museums Council’s staff and stakeholders, five strategic themes: LEAD, PROTECT, CONNECT, VALUE and DELIVER.

The Museums Council measured its performance during the 2019-20 with seven Key Performance Indicators outlined below:

NO.	KEY PERFORMANCE INDICATOR	Target	2019-20
1.	Local museums retaining and achieving accreditation status	100% achieved	100%
2.	Conduct at least 5 site visits in support of local museums and their governing bodies	5	8
3.	Deliver 10 training and shared learning events	10	8*
4.	Total number of participants in NIMC training and peer-learning events	150	166
5.	Non-government income as % of total income	10% £20.4k	11.1% £22.6k
6.	Total number of grants for programmes to connect audiences with museums	8	31**
7.	Total number of professional development events attended by NIMC staff	4	7

* Volunteer training scheduled for May 2019 due to low bookings making it not financially viable and Spilling the Beans March 2020 cancelled (latter due to COVID-19)

** 8 museums participated in The Late Shift; 23 museums awarded funding with DfC financial support; 1 museum rescinded grant in mid-March (Garvagh Museum) and repurposed to renew the Museum Council’s ageing IT equipment.

Public Benefit Statement

The Museums Council’s charitable purpose is to promote and advance education by supporting and assisting museums and galleries and to encourage the use and enjoyment by the public of museums and galleries in Northern Ireland, and thus it advances the arts, culture, heritage or science. The Museums Council supports local museums by:

- Ensuring they maintain recognised standards;
- Assisting them to improve their public facilities;
- Providing financial assistance to support UK Museums Accreditation scheme;
- Providing training;
- Advising on the learning and education programmes;
- Enhancing public awareness of the events at museums;
- Undertaking evaluations and research;

Report of the Directors for the year ended 31 March 2020 (continued)

Public Benefit Statement (Continued)

- Delivering strategic, sector-wide programmes; and
- Providing advice, guidance and information in response to queries from the sector and the general public.

Beneficiaries include the people of Northern Ireland, visitors to museums from outside the area and online users of www.nimc.co.uk.

2019-20 Performance

Theme 1 - LEAD

The Museums Council leads and enables the local museum sector through its activities and by supporting, empowering and collaborating with others to ensure the positive role of museums in society. Our aim is to support and demonstrate that museums make an essential contribution to society.

Museum Accreditation

The Museums Council continued to manage and administer the Museum Accreditation scheme in partnership with Arts Council England; Museum, Archives and Libraries (a division of the Welsh Government); and, Museums Galleries Scotland.

The Accreditation Scheme sets nationally agreed standards for museums in the UK in Organisational Health, Managing Collections, and Users and their Experiences.

During 2019-20, the Museums Council continued to provide advice and carry out assessments to local museums in Northern Ireland. Currently there are 43 accredited museums in the scheme, 40 of which are local museums, 35 holding 'Full' accreditation and five holding 'Provisional' accreditation. National Museums NI has three accredited national museum sites.

The Museums Council delivered its third annual Accreditation Awards ceremony to celebrate 'Full Accreditation' for four of our local museums who maintained their 'Full' status during accreditation return applications this year. These museums were Carrickfergus Museum, Garvagh Museum, Somme Museum and the Tower Museum.

Support and advice were also provided to museums not currently in the scheme. There is currently one museum with 'Eligible' status who is working towards 'Full Accreditation'. The Museums Council is currently working with two other museums to complete their eligibility applications so they can progress to working towards 'Full Accreditation'.

For further information on Museum Accreditation see www.nimc.co.uk/accreditation/

Museums Change Lives NI

The Museums Council collaborated with the UK Museums Association on a Northern Ireland edition of the publication 'Museums Change Lives' which highlights the work of museums across Northern Ireland and the difference they are making to local communities and to people's lives. The Museums Council was the principal lead in three of the 13 projects featured.

The publication can be accessed through the website: www.nimc.co.uk/research-and-publications/

Report of the Directors for the year ended 31 March 2020 (continued)

Digital Connectivity

Website

In 2019, the Museums Council internally reviewed its website which highlighted key development needs. In-year funding by the Department for Communities enabled enhancements to ensure that the website was more user friendly and thereby making museums and their collections more accessible.

The Museums Council continued to provide comprehensive information about all accredited museums in Northern Ireland through its website. The site also allows local museums to upload details of their forthcoming events programmes. This service is provided in response to an identified barrier for non-participation in museum activities being a lack of information and awareness about museum events.

Online information is supplemented through the public having the option to subscribe to the Museums Council's monthly newsletter which highlights news and activities, and through Facebook, Instagram and Twitter feeds.

E-Newsletters

During 2019, the Museums Council also reviewed, internally and in consultation with members, the two e-newsletters *Museum Beat* and *Newsletter* and implemented recommendations, so they now better meet the organisation's requirements and the needs of its users. During 2019-20, ten issues of *Museum Beat* and the *Newsletter* were issued.

Museum Beat is circulated to members and publishes information about the Museums Council's news and programmes, museum resources, courses and conferences, grants, CPD and job opportunities as well as highlighting local museum news, exhibitions and events.

The *Newsletter* has a different target audience and allows the Museums Council to communicate with non-members and to a wider range of interested parties who have signed up voluntarily to find out about its activities and the museum sector.

Social Media

The Museums Council has three social media channels which it uses to engage with its online audiences - Twitter, Facebook and Instagram.

#MuseumWeek 2019

In May 2019, the Museums Council co-ordinated Northern Ireland wide activity for #MuseumWeek 2019 (13-19 May) which included international Museums Day on 18 May.

Thirty-five museums in Northern Ireland took part in the campaign across Facebook, Twitter and Instagram. Support and participation in the campaign came from far and wide including individual museum staff members, volunteers and students, schools and community groups, culture and heritage bodies, councils, and tourist organisations.

On Twitter alone there were 338 #MuseumWeek mentions, 674 engagements, with a potential reach of nearly one million throughout Northern Ireland.

#MuseumWeek 2019 was mentioned on the Museum Council's Facebook page 74 times, with 387 engagements and a potential reach of 99.5k. There was also the first 'Takeovers' on Facebook by the two volunteers. The Museums Council gained 67 new followers on Facebook during this period. This year, the Museums Council also used Instagram for a social media campaign for the first time.

Report of the Directors for the year ended 31 March 2020 (continued)

Of members surveyed, 85% agreed the campaign raised the profile of museums online, 71% agreed the campaign helped online engagement within the museum sector and 100% agreed that the campaign encouraged museums to try something new on social media.

Highlights from the campaign can be watched here:

https://vimeo.com/341534538?utm_source=email&utm_medium=vimeo-cliptranscode-201504&utm_campaign=28749

Theme 2 - PROTECT

The Museums Council enhances the protection of museum collections through regulation, grants and training, and thereby ensuring that collections are better cared for and protected.

Collecting for the Future

During 2019 the Museums Council was successful in obtaining a three-year funding programme from the Esmé Mitchell Trust. The Trust operates principally in Northern Ireland and has a particular interest in cultural or artistic objects.

Collecting for the Future focuses on strategically collecting cultural and artistic objects in partnership with museum users and communities.

It supports accredited museums to strategically collect:

- Objects that will enrich and strengthen their collections
- Objects that enhance new areas of collecting
- Objects representing the culture and artistic achievements and experiences of this place

This funding package of £5k per annum (£15k in total) will enable five accredited museums to apply for up to £1,000 and secure 100% of the total purchase cost if it is less than £1,000; or put the £1,000 towards the purchase of an object of higher value. Over a three-year period, this will support at least 15 purchases enabling museums to develop their collections.

During the financial year 2019-20, four museums benefitted from this funding programme.

Grant Applicant	Purchase	Amount Awarded
Armagh County Museum	"The Rural Community, An Address to the American Commission of Agricultural Inquiry by George W. Russell".	£600.00
Irish Linen Centre and Lisburn Museum	Handmade Cumann na mBan uniform and Inghinidhe na hÉireann/ Daughters of Ireland brooch.	£500.00
Linen Hall Library	'House-After Louise Bourgeois' sculpture and associated preparatory works by Ursula Burke.	£1,000.00
Armagh Robinson Library & No 5 Vicars' Hill	Silver struck medal commemorating the opening of Armagh Public Library in 1771.	£592.48
TOTAL		£2,692.48

Report of the Directors for the year ended 31 March 2020 (continued)

Grant Programmes

NI Museums Council operated three funding programmes funded from its core grant and supported by the Department for Communities. Funding was open to museums that are recognised under the UK Museum Accreditation Scheme and to support projects aimed at enhancing the standards of collections care and management, improving interpretation and increasing access to museums.

The three funding programmes were:

- Collections Care and Access
- Playful Museums Festival
- Dementia Friendly Museums

Collections Care and Access

The purpose of this programme was to fund goods and services which would enhance collections care and access to museums and their collections.

The following grants were made in 2019-20

Grant Applicant	Project	Amount Awarded
Newry and Mourne Museum	Conservation of two World War II Uniforms	£665.00
Somme Museum	Conservation materials to improve storage of collections	£575.75
Carrickfergus Museum & Andrew Jackson Cottage	Access Audits for Andrew Jackson Cottage & US Rangers Museum and Carrickfergus Museum	£1,300.00
Mount Stewart	Access Audit of Mount Stewart	£1,275.00
Craigavon Museum Services	Environmental Monitoring System	£600.00
Linen Hall Library	Interpretation Panel: Troubled Images exhibition	£209.00
Armagh Robinson Library & No 5 Vicars' Hill	Conserving 17th and 18th Century publications	£1,500.00
Whitehead Railway Museum	Collections Future Needs Review	£350.00
Ballycastle Museum	Access Audit of Ballycastle Museum	£1103.90
North Down Museum	Digitising the Photographic Collection	£613.75
Total		£8,192.40

Report of the Directors for the year ended 31 March 2020 (continued)

Supporting Inclusivity - Access & Inclusion Audits

A review of Accreditation 'areas for development' for Northern Ireland local museums indicated that over a third i.e. 13 out of 40 accredited local museums had an 'area for development' to consider undertaking an access assessment (audits) of their museum, collections and information about their collections.

Support from Department for Communities allowed NI Museums Council to procure the skills of an experienced access consultant to deliver Access & Inclusion Audits at seven prioritised local museums during February 2020. The participating museums were: Ballycastle Museum; Carrickfergus Museum; Castle Ward (National Trust); Irish Linen Centre & Lisburn Museum; Mount Stewart (National Trust); The Argory (National Trust); and, US Rangers & Andrew Jackson Cottage.

The Access & Inclusion Audits will enable museums to better understand ethical commitments and legal requirements with regards to access and inclusion. They provide museums with evidence-based data that will ensure informed planning to make access improvements at their museum as well as helping them to maintain their accredited status.

Advice and Guidance

The Advice and Guidance service provided by the Museums Council continued to be used during 2019-20. Notably prominent enquiries were in relation to museum accreditation; exhibitions and interpretation; collections care and management; funding and grant applications; training enquiries; advice regarding participation in the Playful Museums Festival and Dementia Friendly Museums; and, career development.

Theme 3 - CONNECT

The Museums Council facilitates and empowers the local museum sector to connect more people and museums, enabling a more diverse range of audiences to connect, engage and participate with museums.

Reimagine Remake Replay

The *Reimagine, Remake, Replay* project is focused on connecting young people (ages 16-24) with heritage. The project is funded by the National Lottery Heritage Fund and project partners include the Nerve Centre (lead partner), National Museums NI, NI Screen and the NI Museums Council.

Six local museums are involved:

- Causeway Coast and Glens Museum Service;
 - Fermanagh County Museum, Enniskillen Castle;
 - Mid and East Antrim Museum Service;
 - Newry and Mourne Museum;
 - North Down Museum, Bangor; and
 - Tower Museum, Derry/Londonderry
-

Report of the Directors for the year ended 31 March 2020 (continued)

The *Reimagine, Remake, Replay* project is challenging museums to reflect on their mission and is supporting them to develop capacity, skills and confidence to work with young people. The project has been successful in developing younger audiences for museums and in turn has been changing young people's perceptions of museums, connecting younger people with their heritage and increasing their confidence. One of the main successes of the project so far is its commitment to its youth-led approach. Many of the young people who initially participated in the programme are now leading and facilitating some of the courses for their peers. Applying their knowledge and extending their skills and experience; embedding the impact of the project.

Statistics for delivery of project from November 2018 – March 2020 include:

- 16 programmes have been delivered, 5 of which are Open College Network (OCN) accredited, 11 have Digital Badges. There is one programme ongoing in Newry and Mourne and other programmes have been postponed due to Coronavirus;
- 188 young people (Core and Creative participants) have participated in 97 workshops; and
- 13,390 people have attended events/ exhibitions delivered by young people.

The Late Shift

The Late Shift was a series of after-hours, adults-only events that took place in museums across Northern Ireland during the Halloween season 2019. Co-ordinated by the NI Museums Council, Seedhead Arts and thrive, the programme was delivered to develop under-represented audiences in museums, specifically 18-40 year olds, and to explore economic models of charging for 'special' events at local museums.

Between October-November 2019, just over 600 paying visitors attended eight unique Late Shift events at the Tower Museum, Newry and Mourne Museum, Armagh County Museum, FE Mc Williams gallery and Studio, Downpatrick & County Down Railway, Mount Stewart, Armagh Robinson Library and North Down Museum.

Some key findings from participants include:

- Over 75% loved the events or thought they were good;
- 84% would recommend Late Shift events to a friend;
- 74% said their ticket was great or good value for money;
- 63% agreed that the event encouraged visitors to find out more about local history;
- 70% commented that the Late Shift changed their perception of museums; and
- over 33% said they had never been to the museum prior to the event.

The Late Shift 2019 was made possible through the European Year of Cultural Heritage funding programme in 2018 from National Lottery Heritage Fund, Historic Environment Division (Department for Communities) and Tourism NI, as well as ticket income generated from 2018 Late Shift events.

Report of the Directors for the year ended 31 March 2020 (continued)

Annual Training Programme

NI Museums Council develops and delivers an annual training programme that is open to members and non-members. The training programme supports opportunities for people to develop new skills and knowledge to benefit their workplace, personal growth, well-being and prospects of employment with the museum, heritage and cultural sectors.

During 2019-20, eight training courses were developed and one of which was cancelled - Successful Volunteering in May 2019. In total, 109 people participated in the training.

The course on volunteering did not receive sufficient numbers to make it viable.

The seven courses were:

- Supporting the Primary school Curriculum
- Using Visuals and Makaton
- All About Audiences
- Supporting the Primary school Curriculum
- Engaging Exhibitions
- Just a Minute (JAM) Card
- Collections Review and Rationalisation

The course on volunteering did not received sufficient numbers to make it viable.

Shared Learning Events

The Museums Council organises two Shared Learning events annually – Museum Forum and Spilling the Beans. These events offer the opportunity for museum staff and volunteers to share experiences and insights into recent work, consider new developments and explore future directions for the museum sector.

Museum Forum

Museum Forum took place on the 11 December at the Public Record Office of Northern Ireland. The theme of the 2019 forum was *Digital Museums*. Digital technologies and ways of working are impacting on museum audience's behaviour and expectations, and the nature of our collections with some contemporary collections being 'born digital'. These areas were explored through a mix of digital interactions, formal presentations and group discussions. Current research was presented as well as case studies which explore, for example, how to enhance visitor experience and engagement, digitising collections and making them available online, and managing efficient and sustainable organisations.

Discussions amongst peers from across the UK and Ireland helped provide an insight into how we can better harness the potential of digital within the museum sector.

The forum was attended by 57 people, generated discussion on social media and evaluation from the day was very positive.

Report of the Directors for the year ended 31 March 2020 (continued)

Spilling the Beans

This event was scheduled for 23 March 2020 at the Irish Linen Centre & Lisburn Museum with the theme of *The Year in Highlights: Looking Back, Going Forward*. Six audience development projects were to be highlighted including *A Brush with Nature*, *The Late Shift*, *Reimagine Remake Replay*, *Baby Daddy*, *Love to Move* and third level student placements. Speakers were drawn from local museums and community organisations such as ArKe Sure Start. The attendance for the day was projected as 40. The format for the day enabled each project to be explored from a variety of perspectives (museum, partner organisation, audience) through short presentations. The day would also have included Q&A and group discussion sessions. On 16 March 2020, in light of the developing circumstances with COVID-19, it was decided to postpone the event.

Collaboration with Queen's University, Belfast

During 2019-20, the Museums Council explored the potential for greater collaboration between the museum sector and third-level organisations to deliver workplace-based learning opportunities for students in the museum sector.

Twelve local museums submitted proposals for work-based learning opportunities to MA History and MA Public History, Queen's University of Belfast. Nine placements were secured in local museums and one with the Museums Council. Local museums involved were: Armagh County Museum, Armagh Robinson Library, Carrickfergus Museum, North Down Museum, HMS Caroline, Tower Museum, Milford House Museum (2 placements) and Royal Ulster Rifles Museum.

Theme 4 - VALUE

The Museums Council promotes the value of museums and their collections through research, training and audience development activities enabling a wider range of people to value, enjoy and celebrate museums and their collections.

Playful Museums

In February 2020, the fourth annual *Playful Museums Festival* took place in local museums across Northern Ireland. The Museums Council co-ordinated the Festival, promoted it through social media and allocated grants to seven museums to support their participation in the festival.

During the *Playful Museums Festival*, 13 local museums programmed 31 events and a total of 5110 participants attended.

The NI Museums Council manages a broader *Playful Museums* programme which is targeted at engaging those aged under five with museums and their collections. Many museums programme for the under 5s on an on-going basis as well as with specific *Playful Museums Festival* programming. NI Museums Council supports local museums working with the under 5 audience through the provision of advice, guidance, training opportunities and developing partnerships.

Report of the Directors for the year ended 31 March 2020 (continued)

Grants awarded by NI Museums Council in support of participation in the *Playful Museums Festival* are as follows:

Grant Applicant	Project	Amount Awarded
Armagh Robinson Library & No 5 Vicars' Hill	A Playful Museum with Flowers	£300.00
Carrickfergus Museum	Castle Building	£500.00
Hezlett House (National Trust)	Playful Provisions	£500.00
Mid-Antrim Museum	Dance into Spring	£220.70
Newry and Mourne Museum	Castle Life	£500.00
North Down Museum	Toddlers Take Over the Museum	£500.00
Tower Museum	Tiny Tots at the Tower	£497.09
Total		£3,017.79

Baby Daddy

Baby Daddy is a Replay Theatre Company production for babies aged 6-18 months. NI Museums Council secured funding from the National Lottery Community Fund (Awards For All) to tour *Baby Daddy* to local museums during the *Playful Museums Festival*.

In February 2020, nine local museums hosted 33 shows attended by 396 people made up of 186 babies and 210 parents/carers. A third of participants were members of 17 Sure Start Groups. Over a third of participants had not visited their local museum previously, while 57% had visited previously. Attendance at *Baby Daddy* increased the overall audience participation figures in the *Playful Museums Festival* to just over 5,500.

Baby Daddy appealed to existing and new visitors. All participants indicated they would return for similar programming. Including *Baby Daddy* as part of the *Playful Museums Festival* enhanced the programming provision for the younger age range- under 2s.

The museums involved in the tour of *Baby Daddy* were Armagh Robinson Library and No. 5 Vicars' Hill; Carrickfergus Museum; Down County Museum; F. E. McWilliam Gallery; Fermanagh County Museum; Mid-Antrim Museum; Museum at the Mill; Newry and Mourne Museum and Tower Museum.

Report of the Directors for the year ended 31 March 2020 (continued)

Dementia Friendly Museums Programme

The Museums Council is registered as working to become dementia friendly with the Alzheimer's Society in Northern Ireland. During 2019-20, NI Museums Council continued to support the local museum sector in working to become dementia friendly.

NI Museums Council chairs a Dementia Friendly Museums Working Group which convened in June 2019 and January 2020 and was attended by local museums and representatives from the Alzheimer's Society NI and Dementia NI.

The following museums were supported by the Museums Council to receive recognition as working to become dementia friendly: Armagh County Museum; Armagh Robinson Library and No 5 Vicars' Hill; HMS Caroline; North Down Museum; Northern Ireland War Memorial; and the Tower Museum.

During 2019-20, eight Dementia Awareness sessions were delivered by the Museums Council to the following museums and organisations: Ballymoney Museum; Down County Museum; HMS Caroline; NI War Memorial; Public Records Office for Northern Ireland; and, Whitehead Railway Museum. These sessions engaged with 78 participants.

The Dementia Friendly grant programme supported five museums to deliver activity engaging 220 individuals living with dementia and their carers. Three of the museums programmed exercise activity- *Love to Move*, Dementia Friendly chair-based exercise and one museum hosted chair-based yoga. All museums combined reminiscence activities and facilitated connections to their collections to be made. A major aim of this work is to create inclusive and welcoming museum spaces and programmes.

A pilot project – *Love to Move* – was initiated during 2019-20. *Love to Move* is a British Gymnastics Foundation exercise programme which is delivered by accredited facilitators to those living with dementia. Mid-Antrim Museum, the NI War Memorial and the Tower Museum delivered 4-6 week-long projects either as outreach, in museum sessions or as a combination of both. This was a new approach for local museums combining physical activity with reminiscence activity and object handling to enhance wellbeing of those living with dementia. In total, 178 participated in this pilot project. NI Museums Council plans to explore the potential of extending this into a longer-term project.

Report of the Directors for the year ended 31 March 2020 (continued)

Grants awarded by NI Museums Council in support of participation in the Dementia Friendly Museums Programme are as follows:

Grant Applicant	Project	Amount Awarded
Armagh Robinson Library and No. 5 Vicars' Hill	Healing Place of the Soul and More	£381.60
Mid-Antrim Museum	Love to Move Programme	£281.21
NI War Memorial	Love to Move at the Museum	£412.00
North Down Museum	Roses are Red, Violets are Blue - Valentine Day Crafts	£382.00
Tower Museum	Memories with Music	£480.78
Total		£1,937.59

Celebrating cultural diversity - A Brush with Nature

A Brush with Nature was a touring exhibition of contemporary Chinese paintings curated by Dr Anna Lo, enhanced by an associated public engagement programme that toured four local museums during 2019. The project was funded by National Lottery Heritage Fund and managed by the NI Museums Council. The exhibition was a celebration of Chinese culture and featured traditional Chinese watercolours by local-based artist, Rong-Gen Yin. Free workshops allowed local schools, specialist groups and members of the public to work alongside the artist to explore the skills of Chinese traditional painting.

Launched in February 2019, the exhibition opened in Fermanagh County Museum with a special event to mark Chinese New Year. Associated programming included a Lion Dance within the grounds of Enniskillen Castle, calligraphy and origami workshops and a demonstration of Chinese dancing.

A Brush with Nature toured to Fermanagh County Museum, Mid-Antrim Museum, Limavady Museum, and Clotworthy House. During the period that the exhibition was on display at the four venues just under 55,000 people visited the sites. Just under 200 participated in the free talks and workshops, and 13 members of museum staff were provided with briefings and training from Dr Anna Lo.

Report of the Directors for the year ended 31 March 2020 (continued)

Women in our Culture

To celebrate International Women's Day on 8 March 2020, the Museums Council collated and published *Women in our Culture* which highlights stories about women from local museum collections in Northern Ireland.

From innovative artists and writers, security force personnel, farmers, and women who campaigned for reforms and change, *Women in our Culture* highlights a diverse range of women and provides some insight into their lives and achievements.

Women in our Culture has helped highlight local museum collections and profile the often-unheard experiences and achievements of women in Northern Ireland throughout history.

The publication can be downloaded here: www.nimc.co.uk/research-and-publications/

Theme 5 - DELIVER

The Museums Council is committed to evaluating and improving the way it works and the quality of service it provides resulting in a more efficient and effective organisation for its members and stakeholders.

Evaluating our services

During 2019-20, the Northern Ireland Museums Council undertook reviews of existing areas of the business to ensure that we are delivering a quality, relevant and sustainable service. Areas reviewed were:

- Articles of Association;
- Website; and
- Business model for grant-awarding.

These reviews enable better planning and evidence-based data to improve our business.

Review of Organisational Structure

NI Museums Council has commenced plans to undertake a review of its organisational staffing structure which was subsequently supported by securing funding from the Change Fund. Business Consultancy Services (Department of Finance) undertook the Review and a report was submitted to the Board of Directors in March 2020. In light of the COVID-19 crisis, next steps have been postponed.

Service Level Agreements

NI Museums Council has a Service Level Agreement (SLA) with Libraries NI for HR Support Services. This SLA was reviewed in December 2019.

The Museums Council continuously looks to share services which enable it to deliver its business more efficiently and effectively.

Report of the Directors for the year ended 31 March 2020 (continued)

Volunteer Programme

NI Museums Council hosted a 30-day placement from Queen's University MA in Public History course. The volunteer took up the voluntary role of Audience Development Assistant and supported the Museums Council with the evaluation of *Baby Daddy* project and assisted in the development of content for the *Women in our Culture* publication. On 16 March 2020, the decision was taken jointly by QUB and NI Museums Council that the student placement would be cancelled in response to the COVID-19 crisis

Disability Action Plan

The Museums Council drafted its Disability Action Plan in 2020 which went out to public consultation. This work will be completed during the 2020-21 business year.

Governance and Accountability

In line with the requirement and guidance provided, the Museums Council has reported in full on the governance of the company during 2019-20 through the Governance Statement which follows.

The Museums Council operates in a transparent manner, with the website carrying information on the company and the Board of Directors, including the minutes of the meetings available at www.nimc.co.uk/about-us/governance/

As a membership organisation, the Museums Council is responsive to the sector, providing leadership and advocacy to advance its interests. It liaises with the membership during each year and the Board of Directors reported to the Council's membership at the Annual General Meeting held in September 2019.

Statement of Directors' Responsibilities

The Board of Directors has overall responsibility for ensuring that Museums Council has appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- The Museums Council is operating efficiently and effectively;
- It maintains a Fraud Prevention Policy and Response Plan;
- Its assets are safeguarded against unauthorised use or disposition;
- Proper records are maintained, and financial information used by the Council or used for publication is reliable; and
- That the Museums Council complies with relevant laws and regulations.

Company and charity law require the Board of Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs and of the surplus or deficit for that period. In preparing those statements, the Board of Directors has:

- Selected suitable accounting policies and then applied them consistently;
 - Made judgments and estimates that are reasonable and prudent;
 - Stated whether applicable accounting standards have been followed, subject to any material departures, disclosed and explained in the financial statements; and
 - Prepared the financial statements on the going concern basis.
-

Report of the Directors for the year ended 31 March 2020 (continued)

In preparing the annual report and financial statements of the Museums Council, the Board of Directors has adopted the provisions of the Charities SORP Financial Reporting Standard 102.

Financial Review

It is the view of the Board of Directors that the Museums Council operated prudently and effectively within the parameters of the financial resources which were available to it. The Board of Directors formally monitors the financial position of the Museums Council at least on a quarterly basis, at its scheduled meetings, the minutes of which are published on the Museums Council's web site.

The Museums Council operates without cash reserves and both the DfC and the National Lottery Heritage Fund (NLHF), as the current major funders of the Museums Council, are aware of this position.

The Museums Council operates within the framework of Managing Public Money NI (MPMNI) and, mindful of its requirements, operates on the basis of not drawing down cash resources from its funders in advance of need. However, to facilitate business needs the Museums Council arranged advance payments of the grants from the NLHF and National Lottery Community Fund (NLCF) to ensure the delivery of *The Late Shift*, *A Brush with Nature* and *Baby Daddy* projects.

The financial allocation to the Museums Council from the DfC for 2019-20 was £204,000 (March 2019). Subsequently, the Museums Council was awarded further financial allocations of £24,000 (resource), £20,000 (Change Fund) and £8,000 (Capital). The total drawdown for 2019-20 was therefore £256,000.

Plans for the Future

The Board of Directors of the Museums Council has agreed the key components of its planned activity for 2020-21 which aim to address identified statutory obligations, deliver the draft Programme for Government, the Outcomes Delivery Plan, the strategic themes in the draft Corporate Plan for the Museums Council and advance the goals of the Northern Ireland Museums Policy. These activities include the delivery of:

- Guidance and support to local museums regarding the UK Museum Accreditation Scheme;
 - Administering the UK Museums Accreditation Scheme in Northern Ireland;
 - Supporting audience development including increasing the number and diversity of people accessing and engaging in cultural activities;
 - Administer the *Collecting for the Future* grant programme;
 - Support to local museums through grant programmes, where possible;
 - Continuous professional development, skills development, building resilience and capacity for those working and volunteering in the sector;
 - Assistance to local museums in developing learning programmes;
 - Devising plans to address issues concerning collections storage, security, care and documentation, and audience development at local museums;
 - Promoting and increasing awareness of museums and their positive social and economic impact on Northern Ireland 's society;
 - Advancing the Review of Northern Ireland Museums Council's Organisational Structure;
 - Explore opportunities for a new website;
 - Finalise the Disability Action Plan;
 - Progress review of financial systems and processes;
 - A comprehensive guide to the services and activities of local museums across Northern Ireland; and
 - Advice and information to the heritage sector and the public generally.
-

Report of the Directors for the year ended 31 March 2020 (continued)

Personnel matters

The Business Planning Committee oversees the personnel matters of the Museums Council. Employees have been consulted on matters of concern to them by means of regular staff meetings and have been kept informed on specific matters directly by management. The Museums Council has adopted procedures for the annual evaluation of staff performance and appraisal and for the upward feedback for senior management and the Board of Directors.

The Museums Council operates several detailed policies in relation to personnel matters including:

- Equal Opportunities;
- Health and Safety;
- Harassment in the Workplace;
- Grievance; and
- Raising Concerns.

The Museums Council's policies are in alignment with those areas covered in the Northern Ireland Civil Service Handbook:

<https://www.finance-ni.gov.uk/articles/northern-ireland-civil-service-handbook>

In accordance with the Equal Opportunities policy, the Museums Council has long established fair employment practices in the areas of recruitment, selection, retention and training of staff.

Political and Charitable Donations


The Museums Council made no political or charitable donations during the 2019-20 year (2018-19; nil).

Auditors

The statutory audit of the Museums Council was undertaken by the Northern Ireland Audit Office's (NIAO) Comptroller and Auditor General.

So far as the Directors are aware, there is no relevant audit information of which the Museums Council's auditors are unaware, and we have taken all the steps that we ought to have taken as Directors in order to make ourselves aware of any relevant audit information and to establish that the Museums Council's auditors are aware of that information.

By order of the Board of Directors



S McCartan
Accounting Officer

DATE: 30 June 2020



E Crooke
Chair

DATE: 30 June 2020

Remuneration and Staffing Report

Remuneration Policy

The Senior Civil Service (SCS) remuneration arrangements are based on a system of pay scales for each SCS grade containing a number of pay points from minima to maxima, allowing progression towards the maxima based on performance. In 2012, upon creation, there were 11 points on each scale. This was subsequently reduced to 10 points in 2014, 9 points in 2015 and 8 points in 2016 to allow progression through the pay scales within a reasonable period of time.

The pay remit (for the NI public sector and SCS) is normally approved by the Minister of Finance but in the absence of an Executive the Department of Finance Permanent Secretary has set the 2017-18 NI public sector pay policy in line with the overarching HMT parameters and in a manner consistent with the approach taken by the previous Finance Minister in 2016-17. (The pay award for SCS staff for 2017-18 has not yet been finalised).

Service contracts

Service appointments are made in accordance with the Civil Service Commissioners' Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition but also includes the circumstances when appointments may otherwise be made.

Unless otherwise stated below, the officials covered by this report hold appointments which are open-ended. Early termination, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme.

Further information about the work of the Civil Service Commissioners can be found at www.nicscommissioners.org.

Staff Profile, Remuneration (audited) and Sickness Absence

During 2019-20 the Museums Council had five staff, four on payroll and one seconded in, and as at 31 March 2020 this comprised 5 females (one on a fixed contract and contracted out). The profile of the Directors of the Company at that date was 5 female and 11 male.

The staff costs of the Museums Council during 2019-20 was as follows:

	2020	2019
	£	£
Wages and salaries	164,206	142,093
Social security costs	13,575	9,996
Other pension costs	48,485	30,777
	<hr/> 226,266 <hr/>	<hr/> 182,866 <hr/>

No remuneration was paid to the Board of Directors of the company. The total of Board of Directors' expenses reimbursed by the company during the year was £262 (2018-19: £494).

Remuneration and Staffing Report (continued)

Sickness Absence

The number of sick days reported in 2019-20 was 10 days (2018-19: 12). Short term sickness rates remain relatively low and below a target of 6.5 days per person.

During 2019-20, the Museums Council had no expenditure on consultancy and had no off-payroll engagements requiring assessment in line with IR35 conditions.

Staff Policies

The Museums Council is committed to the development of its staff and to policies that enable them to contribute to the performance and long-term effectiveness of the organisation.

In particular, the Museums Council:

- follows the Northern Ireland Civil Service Policy that all eligible persons shall have equal opportunity for employment on the basis of their ability, qualification and aptitude for the work;
- gives equality of opportunity when considering applications from disabled persons, in compliance with all existing legislation with regard to disabled employees;
- recognises the benefit of keeping employees informed of the progress of the business and of involving them in the company's performance; and
- regularly provides employees, through meetings and notices, with information regarding the financial and economic factors affecting the performance of the company and on other matters of concern to them.

All of the Museums Council's policies are agreed by the Board of Directors and are accessible to all members of staff.

Salary and pension entitlements

The following sections provide details of the remuneration and pension interests of the senior management of the Museums Council.

Remuneration (including salary) and pension entitlements (audited)

	2019-20					2018-19				
	Salary £'000	Bonus payments £000	Benefits in kind (to nearest £100)	Pension Benefits* (to nearest £1,000)	Total £000	Salary £'000	Bonus payments £000	Benefits in kind (to nearest £100)	Pension Benefits* (to nearest £1,000)	Total £000
S McCartan Chief Executive	50-55	0	0	19	70-75	50-55	0	0	(4)	50-55

**The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation or any increase or decreases due to a transfer of pension rights.*

Remuneration and Staffing Report (continued)

Salary

“Salary” includes gross salary, overtime and any other allowances to the extent that it is subject to UK taxation and any gratia payments.

Bonuses

Bonuses relate to the performance in the year which they become payable to the individual. One member of staff was awarded a one-off £500 bonus lump sum which was taxable and non-pensionable for exceptional performance dealing with tasks in a particularly demanding period. This payment adheres to Item 8.06 Special Bonus scheme (Pay and Reward) in the NICS Handbook.

Benefits in kind

The monetary value of benefits in kind covers any benefits provided by the employer and treated by HM Revenue and Customs as a taxable emolument. There were no benefits in kind during the financial year.

Fair Pay Disclosures (Audited Information)

	2019-20	2018-19
Band of Highest Paid Director's Total Remuneration* (£000)	50-55	50-55
Median Total Remuneration* (£)	27,788	24,977
Ratio	1.88	2.10

* Total remuneration includes salary, non-consolidated performance-related pay, and benefits-in-kind. It does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

Reporting bodies are required to disclose the relationship between the remuneration of the highest paid officer in their organisation and the median remuneration of the organisation's workforce.

The banded remuneration of the highest-paid officer in the Museums Council in the financial year 2019-20 was £50,000 – £55,000 (2018-19; £50,000 - £55,000). This was 1.88 times (2018-19; 2.10) the median remuneration of the workforce, which was £27,788 (2018-19; £24,977).

In 2018-19, no employees (2017-18; 0) received remuneration in excess of the highest-paid officer.

Remuneration ranged from £23,504 to £54,290 (2018-19; £22,418 to £53,663).

Remuneration and Staffing Report (continued)

Pension benefits (audited)

	Accrued pension at age 60 as at 31/3/20 and related lump sum	Real increase in pension sum at age 60 and related lump sum	CETV at 31/3/20	CETV at 31/3/19	Real increase in CETV
	£'000	£'000	£'000	£'000	£'000
S McCartan (Chief Executive)	25-30 plus a lump sum of 65-70	0-2.5 plus a lump sum of 0	521	487	9

Staff pensions

The Principal Civil Service Pension Scheme (NI) ("PCSPS (NI)") of which senior management are members, is an unfunded, multi-employer, defined benefit scheme, but the Museums Council is unable to identify its share of the underlying assets and liabilities. The most up to date actuarial valuation was carried out as at 31 March 2012. This valuation is then reviewed by the Scheme Actuary and updated to reflect current conditions and rolled forward to the reporting date of the DoF Superannuation and Other Allowances Resource Accounts as at 31 March 2020.

Northern Ireland Civil Service (NICS) Pension arrangements

Pension benefits are provided through the NICS pension schemes which are administered by Civil Service Pensions (CSP).

The alpha pension scheme was introduced for new entrants from 1 April 2015. The alpha scheme and all previous scheme arrangements are unfunded with the cost of benefits met by monies voted each year. The majority of existing members of the classic, premium, classic plus and nuvos pension arrangements also moved to alpha from that date. Members who on 1 April 2012 were within 10 years of their normal pension age did not move to alpha and those who were within 13.5 years and 10 years of their normal pension age were given a choice between moving to alpha on 1 April 2015 or at a later date determined by their age. Alpha is a 'Career Average Revalued Earnings' (CARE) arrangement in which members accrue pension benefits at a percentage rate of annual pensionable earnings throughout the period of scheme membership. The rate is 2.32%.

New entrants joining can choose between membership of alpha or joining a good quality 'money purchase' stakeholder arrangement with a significant employer contribution (partnership pension account).

New entrants joining on or after 30 July 2007 were eligible for membership of the nuvos arrangement or they could have opted for a partnership pension account. Nuvos is also a CARE arrangement in which members accrue pension benefits at a percentage rate of annual pensionable earnings throughout the period of scheme membership. The current rate is 2.3%.

Staff in post prior to 30 July 2007 may be in one of three statutory based 'final salary' defined benefit arrangements (classic, premium and classic plus). From April 2011, pensions payable under classic, premium and classic plus are reviewed annually in line with changes in the cost of living. New entrants joining on or after 1 October 2002 and before 30 July 2007 could choose between membership of premium or joining the partnership pension account.

Remuneration and Staffing Report (continued)

All pension benefits are reviewed annually in line with changes in the cost of living. Any applicable increases are applied from April and are determined by the Consumer Price Index (CPI) figure for the preceding September. The CPI in September 2018 was 2.4% and HM Treasury has announced that public service pensions will be increased accordingly from April 2019.

Employee contribution rates for all members for the period covering 1 April 2019 – 31 March 2020 are as follows:

Scheme Year 1 April 2019 to 31 March 2020

Annualised Rate of Pensionable Earnings (Salary Bands)		Contribution rates – All members
From	To	From 1 April 2019 to 31 March 2020
£0	£23,500.99	4.6%
£23,501.00	£54,500.99	5.45%
£54,501.00	£150,000.99	7.35%
£150,001.00 and above		8.05%

Benefits in Classic accrue at the rate of 1/80th of pensionable salary for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. For Premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike Classic, there is no automatic lump sum (but members may give up (commute) some of their pension to provide a lump sum). Classic plus is essentially a variation of Premium, but with benefits in respect of service before 1 October 2002 calculated broadly as per Classic.

The partnership pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 8% and 14.75% (depending on the age of the member) into a stakeholder pension product chosen by the employee. The employee does not have to contribute but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally provided risk benefit cover (death in service and ill health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are at or over pension age. Pension age is 60 for members of **Classic**, **Premium**, and **Classic plus** and 65 for members of **nuvos**. The normal pension age in alpha is linked to the member's State Pension Age but cannot be before age 65. Further details about the NICS pension arrangements can be found at the website www.finance-ni.gov.uk/topics/working-northern-ireland-civil-service/civil-service-pensions-ni.

Remuneration and Staffing Report (continued)

Cash Equivalent Transfer Values

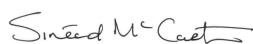
A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies. The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the NICS pension arrangements. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2015 and do not take account of any actual or potential benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

Real increase in CETV

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period. However, the real increase calculation uses common actuarial factors at the start and end of the period so that it disregards the effect of any changes in factors and focuses only on the increase that is funded by the employer.

Compensation for Loss of Office

There were no compensation payments paid for loss of office in year (2018-19 nil).



S McCartan
Accounting Officer

Date: 30 June 2020

Governance Statement for the year ended 31 March 2020

Introduction

As Accounting Officer for the Museums Council, it is my responsibility to ensure that a sound system of governance and internal control is maintained that supports the Museums Council in pursuing its overall aims and objectives, which are predicated upon the Northern Ireland Executive's draft Programme for Government, the Outcomes Delivery Plan, the Northern Ireland Museums Policy, and upon various priorities of the DfC.

Remit

The Museums Council was established in 1993 by order of the Minister for Education and is constituted as a company limited by guarantee (without share capital) and has charitable status. As such it operates under the Companies Act 2006 and associated subsequent legislation. The Museums Council is not a Statutory Agency and does not carry out its functions on behalf of the Crown. However, for policy and administrative purposes, the Museums Council is classified as a NDPB of the DfC, through which it received most of its funding.

Government has approved the Museums Council's overall aim of supporting local museums in Northern Ireland in maintaining and improving their standards of collections care and services to the public and to promote a coherent framework of museum provision.

Compliance with Corporate Governance Code

The Museums Council, in so far as it is relevant for a NDPB, complies with the Corporate Governance Code.

Governance Framework

The Museums Council is in compliance with the Code of Good Practice 2013, issued by the Department of Finance (DoF), concerning corporate governance in central government departments. While the Code does not apply to NDPBs, the Museums Council operated within its principles during the financial year 2019-20.

The Museums Council is governed by a Board of Directors comprising between seven and fifteen members. Board members serve on a voluntary basis and are normally appointed for a period of three years. Directors are drawn from various bodies and constituencies as follows:

- The Minister of the DfC has the right to nominate three Directors;
- Local Government Councils that operate an Accredited museum have the right to nominate three Directors;
- The Northern Ireland Regional Museum Curators Group has the right to nominate three Directors;
- The Independent and service museums have the right to nominate two Directors;
- Queen's University and Ulster University have the right to nominate one Director;
- NMNI may nominate one Director; and
- Other Directors may be co-opted.

The Board of Directors report to the Museums Council membership at the Annual General Meeting, which is held in September each year.

Governance Statement for the year ended 31 March 2020 (continued)

The Role of the Board of Directors and Governance Framework

The Board of Directors has the corporate responsibility for ensuring that the Museums Council effectively and efficiently fulfils its aims and objectives while being mindful of its statutory authority and obligations. To this end, the Board of Directors:

- Establishes the overall strategic direction of the Museums Council within the determined policy and resources framework;
- Monitors the performance of the Museums Council as it pursues its aims and objectives;
- Observes the highest standards of propriety, particularly in relation to corporate governance and the stewardship of public funds;
- Operates within the limits of its statutory authority and any delegated authority agreed with the DfC, and in accordance with any other conditions relating to the use of public funds;
- takes account of the views and opinions of the Northern Ireland Museums Council membership in devising the work of the Museums Council;
- Takes account of any guidance issued by the DfC when reaching its decisions;
- Establishes a committee structure, including an Audit and Risk Assurance Committee, to assist in carrying out the work of the Museums Council; and
- Appoints, and monitors, the performance of the Museums Council's Accounting Officer.

In carrying out these functions the Board of Directors usually meets four times a year, during March, June, September and December. The venue for these meetings alternates between the Museums Council headquarters in Cultra and a place, usually a museum, outside Belfast. However, from time to time additional meetings are held to deal with extra-ordinary business.

The Directors of the Board do not receive remuneration for their service to the Museums Council.

A system of internal control is maintained which includes the formulation of policies and procedures relating to: fraud prevention, whistleblowing and the requirements of the Bribery Act 2010; financial planning, performance and procurement; the freedom of information and data management; and, risk management, business planning and performance. These, and other associated matters, are scrutinised by the Museums Council's Board of Directors at each of its meetings and are the focus of discussions at the bi-annual accountability meetings held with the DfC.

In addition, the Museums Council retains the services of a contracted company to provide internal audit services, with external audit being undertaken by the NIAO.

The aim of the system of internal control is to manage the risks to a reasonable level, rather than seek to eliminate all the risks the Museums Council faces in undertaking its remit and duties.

Governance Statement for the year ended 31 March 2020 (continued)

The Work of the Board of Directors and its Committees

Mindful of its statutory obligations, the Board of Directors delegates the operation and monitoring of the governance framework to management, together with the day to day operation of the Museums Council. However, it reserves particular matters for decision by the Board of Directors, including issues of corporate strategy; key strategic objectives and targets; major decisions involving the use of financial and other resources; and personnel issues including key appointments and standards of conduct. At each of its meetings the Board of Directors receive a report on the management and operation of the Museums Council from the staff.

The Board of Directors may decide to delegate, where it has power to do so, responsibility for specified matters to its Committees or individual members. The decisions and recommendations of Committees are recorded and presented to a meeting of the full Board of Directors for ratification or note.

Currently the Museums Council's Board of Directors has three Committees, each having a Terms of Reference agreed by the Board:

- **Audit and Risk Assurance Committee** – deals with the strategic processes of audit, risk, control and governance.
- **Business Planning Committee** – focuses upon the corporate planning, business planning processes, monitors the staff appraisal process and deals with strategic human resource matters.
- **Grant Committee** – assesses the requests for grant assistance. (Decisions on the allocation of the Council's Acquisition Fund is delegated to the Chair.)

Corporate governance training for the Board of Directors took place in March 2019.

In order to manage any conflicts or potential conflicts of interest the Chair of each Committee asks those present at the start of each meeting if they were conflicted with any of the agenda items. Using this process, reported conflicts were noted in the minutes.

The Board of Directors

The Board of Directors of the Museums Council serve a three-year term, which for several of the current Directors runs until the 2021 Annual General Meeting of the company.

During the year under review, the Board of Directors formally met on four occasions, with the Committees meeting at intervals between the Board meetings. The table below provides an overview of members' attendance at meetings of the Board of Directors during 2019-20, with the number of attendances being set against the total number of meetings which the member could have attended.

Governance Statement for the year ended 31 March 2020 (continued)

Directors	Board of Directors	
	Actual	Possible
Julie Andrews	2	3
Sean Barden	4	4
Ald Yvonne Boyle	3	4
Jayne Clarke	3	4
Elizabeth Crooke	3	4
Anne Dorbie	2	4
Cllr Rory Farrell	2	3
Neil Hamilton	4	4
Roddy Hegarty	1	4
Robin Morton	4	4
Helen Perry	2	4
Cllr Keith Turner	2	3

Each year the Board of Directors agree a Business Plan which sets out the actions, targets and the allocation of resources to be delivered in support of the Museums Council's aims, the draft Programme for Government, Outcomes Delivery Plan and the Northern Ireland Museums Policy. The draft Business Plan is submitted to the DfC no later than the 31 January each year. The Permanent Secretary in the DfC approved the Museums Council's 2019-20 Business Plan on 24 June 2019.

The Museums Council's Board of Directors did not receive any Ministerial Direction during 2019-20.

Standing agenda items for the quarterly meetings of the Board of Directors include written reports from the Chief Executive on the performance against the Business Plan targets, the financial performance, and governance compliance. The minutes of the meetings of the Board of Directors are made public through the Museums Council's web site <https://www.nimc.co.uk/about-us/governance/>

Notable aspects of the business conducted by the Board of Directors during 2019-20 included reviewing the Museums Council's governance documents, updating the organisation's policies, approving grant support for museums and consideration of the Review of Organisational Structure.

The Committees

The Museums Council's Audit and Risk Assurance Committee (ARAC) met on four occasions during the year. The ARAC meetings are also attended by representatives of the Museum Council's internal and external auditors. The ARAC reports included the review of various policies and procedures and the active management of corporate risks through the scrutiny of the Corporate Risk Register at each meeting. It also noted progress made in addressing the recommendations of auditors.

The Grant Committee met once to assess the applications received from museums for support. This reflects the increasing funding pressure on a grant programme.

The Business Planning Committee met four times to consider business planning matters.

Governance Statement for the year ended 31 March 2020 (continued)

The table below provides an overview of members' attendance at Committee meetings during 2019-20, with the number of attendances being set against the total number of meetings which the member could have attended.

Audit and Risk Assurance Committee		
	Actual	Possible
Anne Dorbie (Chair)	4	4
Elizabeth Crooke (Observer)	1	4
Neil Hamilton	2	4
Robin Morton	4	4
Business Planning Committee		
	Actual	Possible
Jayne Clarke	3	4
Elizabeth Crooke (Chair)	4	4
Robin Morton	4	4
Helen Perry	4	4
Grant Committee		
	Actual	Possible
Sean Barden (Chair)	1	1
Neil Hamilton	1	1
Roddy Hegarty	1	1

Independent Assurance

In February 2020 the Northern Ireland Museums Council's Audit and Risk Assurance Committee considered the final *Internal Audit Annual Report 2019-20* received from the Museums Council's Internal Auditors, PwC, which provided a 'satisfactory' rating. There were no Priority 1 recommendations.

The Comptroller and Auditor General certifies the Museums Council's accounts and provides an opinion on the financial statements and whether they have been properly prepared in accordance with UK Generally Accepted Accounting Practice. A *Report to Those Charged with Governance (2018-19)* was also issued by the NIAO.

Operation and Performance

Business Planning

During 2019-20 the Museums Council delivered a Business Plan that was structured around the corporate strategic themes – LEAD, PROTECT, CONNECT, VALUE and DELIVER.

The Business Plan contained a range of Key Performance Indicators (KPIs) for the Museums Council. By the end of the year under review, six out of seven KPIs were considered to be completed.

Governance Statement for the year ended 31 March 2020 (continued)

The one KPI not fully completed was:

- KPI 3 – **CONNECT** - Total number of NIMC training and shared learning events

The target was 10, however one training event, *Successful Volunteering*, was cancelled due to low uptake despite this area being identified by the membership as a priority area in the Training Needs Analysis in 2018; and, *Spilling the Beans*, scheduled for 23 March 2020 was cancelled due to the COVID-19 crisis.

Risk Management

The Museums Council identifies and evaluates risks to its business through its ARAC. The ARAC received a quarterly risk assessment at each of its meetings, which identified the risk, how it was being manifest and managed, and an action plan for addressing the identified threat. Significant risks are escalated to the Board of Directors as and when it is deemed necessary.

The Corporate Risk Register identifies three corporate risks and throughout 2019-20 these risks were continually reviewed, and relevant dates and wording amended in response to mitigating actions. At the Board meeting on 31 March 2020, the corporate risks read as:

Risk 1	There is a risk that recurring reductions in grant-in-aid will mean that NIMC by March 2021 will operate at a deficit and is unsustainable as an independent organisation.
Risk 2	There is a risk that recurring reductions in grant-in-aid will severely reduce services to NIMC members by March 2021 , resulting in a lack of support from members and the wider NI museum sector.
Risk 3	There is an imminent risk that the ageing NIMC website could collapse at any time resulting in the loss of NIMC's communication link with the public, the local museum sector and other stakeholders.

The Corporate Risk Register is reviewed with the DfC at bi-annual accountability meetings.

Financial Planning

The Museum Council's key financial target is to operate within the allocated budget for the year. The financial allocation to the Museums Council from the DfC for 2019-20 was £204,000 (March 2019). Subsequently, the Museums Council was awarded further financial allocations of £24,000 (resource), £20,000 (Change Fund) and £8,000 (Capital). The total drawdown for 2019-20 was therefore £256,000. Expenditure in the financial statements slightly exceeded the budget as a result of accruals for holiday pay and other accrued expenditure that was not invoiced until after the year end

Procurement

The Museums Council maintains procedures regarding procurement. It continues to ensure that services and goods are procured in line with MPMNI and related guidance by the DoF.

Governance Statement for the year ended 31 March 2020 (continued)

Prompt Payments

The Museums Council is committed to the prompt payment of bills for goods and services. The target for payment of bills is 10 days from receipt of an appropriate and valid invoice. Performance in this regard was monitored throughout the 2019-20 year, which found that, on average, over 90% of the bills were paid within the stipulated timeframe (2018-19; 100%).

Fraud

The Museums Council maintains policy and procedures relating to fraud prevention. In analysing of fraud risk with the Museums Council, general payments, and those relating to grant assistance, were identified as the highest risk elements. No fraud investigations were initiated or on-going during the 2019-20 period. (2018-19; nil).

Health and Safety

In line with the Museums Council's Health and Safety policy and procedures various checks were undertaken during the year. No health and safety issues or concerns occurred during 2019-20 (2018-19; nil).

Conflicts of Interest

The Museums Council maintains a Register of Interests of its Board of Directors and Accounting Officer. Declarations of interest are made and recorded at each meeting of the Board of Directors and its Committees. No associated issues arose during the year.

Gifts and Hospitality

The Museums Council has a policy relating to Gifts and Hospitality. No gifts or hospitality were registered during the 2019-20 year (2018-19; nil).

Freedom of Information and Data Management

The Museums Council received no requests under the Freedom of Information Act during 2019-20. In compliance with the requirements of the Data Protection Act 2018, the Museums Council maintains an associated policy and procedures. The Museums Council is compliant with the GDPR. No issues concerning data loss or personal data related incidents occurred during the 2019-20 year.

Safeguarding Children and Young People

The Museums Council has a Safeguarding Policy Statement. The Museums Council does not require its Board or staff members to undertake or participate in any 'regulated' or 'controlled' activity on its behalf. Consequently, staff members are not required to register with the Independent Safeguarding Authority under the vetting and barring arrangements. In September 2018, a Digital Museums Co-ordinator was recruited who is required to work with young people. An AccessNI check has been completed by the postholder. This project post will remain in post for another two years or as long as funding permits.

Governance Statement for the year ended 31 March 2020 (continued)

The McBride Judgement

The NI Museums Council is aware of the McBride Judgement (2019) and its potential impact on the Charities Register. The Museums Council, however, works within guidelines and principles of the Charity Commission for Northern Ireland (CCNI) and awaits further guidance.

Review of Effectiveness

The Museums Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the staff that have responsibility for the development and maintenance of the governance environment, the reports and recommendations of Internal Audit, comments made by the external auditors and other review agencies. In March 2020, an assessment of the Board of Directors performance was undertaken, drawing upon the *Unlocking your Board's full potential – Board Evaluation Questionnaire*, issued by the National Audit Office (NAO). This examined the Board of Directors understanding of its remit and role, performance management, relationships with key stakeholders, propriety and fraud, project management, risk management and audit. It concluded that performance and effectiveness were satisfactory, that it was compliant with the principles of good practice of Corporate Governance Code, and that the quality of information and data made available to it was accurate and of a distinct and consistently high calibre.

In addition, the Museums Council's ARAC has reflected on its effectiveness during 2019-20 utilising the NAO's ARAC Effectiveness Checklist. It concluded that performance and effectiveness were satisfactory and compliant with best practice.

Quality of Information

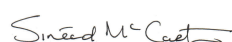
Based on the control procedures noted and effective implementation of recommendations from internal and external reviews, the Board of Directors is content with the quality of the information and data which they receive.

Significant Control Weakness

The Head of Internal Audit has provided a **Satisfactory** opinion in the 2019-20 Annual Assurance Report. No significant control weakness was identified.

Conclusion

The information provided above gives an understanding of the internal control structure and stewardship of our organisation, gives a sense of the risks and vulnerabilities encountered during the year and how these have been addressed, and from which I conclude that the systems of governance and internal control operated by the Museums Council are satisfactory.



S McCartan
Accounting Officer
DATE: 30 June 2020

Membership of the Northern Ireland Museums Council at 31 March 2020

The Museums Council is a membership organisation. There are three categories of member: Museum Member; Supporting Member; and Associate Member. At 31 March 2020, the Council had 99 members (2018-19; 97). Membership on behalf of many museums is held by their parent authority. The name of the museum is shown in brackets, where appropriate.

Museum Members

This class of membership is open to museums in Northern Ireland, which are recognised under the Museum Accreditation Scheme. Museum Members are entitled to advice, information, training and grant-aid.

- Antrim and Newtownabbey District Council (Museum at the Mill and Sentry Hill);
- Ards and North Down District Council (North Down Museum);
- Armagh City, Banbridge and Craigavon Borough Council (Armagh County Museum, Barn Museum, Craigavon Museum Services and F. E. McWilliam Gallery and Studio);
- Armagh Robinson Library and No. 5 Vicars' Hill;
- Causeway Coast and Glens Borough Council (Ballycastle Museum, Ballymoney Museum, Coleraine Museum, Green Lane Museum, Limavady Museum);
- Derry City and Strabane District Council (Tower Museum);
- Downpatrick and County Down Railway;
- Fermanagh and Omagh District Council (Fermanagh County Museum);
- Flame: The Gasworks Museum;
- Garvagh Museum;
- Inniskillings Museum;
- Linen Hall Library;
- Lisburn and Castlereagh City Council (Irish Linen Centre & Lisburn Museum);
- Mid and East Antrim Borough Council (Andrew Jackson Cottage and US Rangers Museum, Carrickfergus Museum and Mid-Antrim Museum);
- Milford House Collection;
- Newry, Mourne and Down District Council (Down County Museum and Newry and Mourne Museum);
- Northern Ireland War Memorial;
- Police Museum;
- Whitehead Railway Museum of Railway Preservation Society of Ireland;
- Royal Irish Fusiliers Museum;
- Royal Ulster Rifles Museum;
- The National Trust (Ardress House, The Argory, Castle Ward, Florence Court, Hezlett House, Mount Stewart, Springhill); and
- The Somme Association (Somme Museum).

Supporting Members

This type of membership is open to district councils in Northern Ireland that operate non-Accredited museums and to those that do not operate museum services. Membership of this category entitles councils to advice, information, training and assistance with feasibility and development studies.

There is currently one Supporting Member – Larne Museum (Mid and East Antrim District Council).

Membership of the Northern Ireland Museums Council at 31 March 2020 (continued)

Associate Members

Membership is open to the national and centrally funded Accredited museums of Northern Ireland, other museums and any agency, commercial company, individual or other body wishing to subscribe. Membership provides access to advice, information and training.

There are currently 58 Associate Members.

The Certificate and Report of the Comptroller and Auditor General to the Members of the Northern Ireland Museums Council

Opinion on financial statements

I certify that I have audited the financial statements of the Northern Ireland Museums' Council for the year ended 31 March 2020 under the Companies (Public Sector Audit) Order (Northern Ireland) 2013. The financial statements comprise the Statement of Financial Activities, Balance Sheet and Cash Flow Statement; and the related notes, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting standards including FRS 102 "The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice). I have also audited the information in the Remuneration and Staffing Report that is described in that report as having been audited.

In my opinion the financial statements:

- give a true and fair view of the state of the Northern Ireland Museums' Council's affairs as at 31 March 2020 and of its total expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice); and
- have been prepared in accordance with the Companies Act 2006.

Opinion on regularity

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Basis of opinions

I conducted my audit in accordance with International Standards on Auditing (UK) (ISAs) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate. My staff and I are independent of Northern Ireland Museums' Council in accordance with the ethical requirements of the Financial Reporting Council's Revised Ethical Standard 2016, and have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

Conclusions relating to going concern

I have nothing to report in respect of the following matters in relation to which the ISAs(UK) require me to report to you where:

- the Northern Ireland Museums' Council's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
 - the Northern Ireland Museums' Council have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Northern Ireland Museums' Council's ability to continue to adopt the going concern basis.
-

The Certificate and Report of the Comptroller and Auditor General to the Members of the Northern Ireland Museums Council (continued)

Other Information

The directors and Accounting Officer are responsible for the other information included in the annual report. The other information comprises the information included in the Annual Report other than the financial statements, the parts of the Remuneration and Staffing Report described in the report as having been audited and my audit certificate and report. My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

Opinion on other matters

In my opinion:

- the parts of the Remuneration and Staffing Report to be audited have been properly prepared in accordance the Government Financial Reporting Manual; and
- the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements.

Responsibilities of the directors and Accounting Officer for the financial statements

As explained more fully in the Statement of Directors and Accounting Officer Responsibilities, the directors and the Accounting Officer are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to examine, certify and report on the financial statements in accordance with the Companies (Public Sector Audit) Order (Northern Ireland) 2013.

My objectives are to obtain evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my certificate. In addition, I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

The Certificate and Report of the Comptroller and Auditor General to the Members of the Northern Ireland Museums Council (continued)

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the parts of the Remuneration and Staffing Report to be audited are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with the Department of Finance's guidance.

Report

I have no observations to make on these financial statements.



*K J Donnelly
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU*

Date 7th July 2020

Statement of Financial Activities

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME & ENDOWMENTS FROM:					
Donations & legacies	3	248,000	30,585	278,585	280,400
Charitable activities	4	6,748	45,105	51,853	29,092
Other trading activities	5	13,247	-	13,247	14,395
TOTAL INCOME		<u>267,995</u>	<u>75,690</u>	<u>343,685</u>	<u>323,887</u>
EXPENDITURE ON:					
Charitable activities	6	<u>(273,482)</u>	<u>(76,295)</u>	<u>(349,777)</u>	<u>(317,182)</u>
Total Expenditure		<u>(273,482)</u>	<u>(76,295)</u>	<u>(349,777)</u>	<u>(317,182)</u>
NET INCOME/ (EXPENDITURE)	9	(5,487)	(605)	(6,092)	6,705
TRANSFERS BETWEEN FUNDS		-	-	-	-
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>2,122</u>	<u>17,386</u>	<u>19,508</u>	<u>12,803</u>
TOTAL FUNDS CARRIED FORWARD		<u>(3,365)</u>	<u>16,781</u>	<u>13,416</u>	<u>19,508</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance sheet

		2020	2019
	Note	£	£
Fixed assets:			
Tangible assets	12	9,362	1,764
Current assets			
Debtors	13	4,938	37,593
Cash at bank		<u>70,138</u>	<u>41,192</u>
	<i>Total current assets</i>	75,076	78,785
Liabilities			
Creditors: Amounts falling due within one year	14	<u>(71,022)</u>	<u>(61,041)</u>
	<i>Net current assets</i>	4,054	17,744
	<i>Total assets less current liabilities</i>	<u>13,416</u>	<u>19,508</u>
	Total net assets	<u>13,416</u>	<u>19,508</u>
The funds of the charity			
Restricted income funds	15	16,781	17,386
Unrestricted funds	16	<u>(3,365)</u>	<u>2,122</u>
	Total charity funds	<u>13,416</u>	<u>19,508</u>

It is the view of the Board that an exemption from the audit requirements of Part 16 of the Companies Act 2006 is available under section 482 of that Act, since the company meets the DoF's definition of a non-profit making company and is subject to a public sector audit under the Companies (Public Sector Audit)(Northern Ireland) Order 2013, being an order issued under Article 5(3) of the Audit and Accountability (Northern Ireland) Order 2003. The Board therefore claims this exemption.

The Board of Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and preparation of accounts.

These financial statements have been approved by the Board of Directors on 30 June 2020 and signed on its behalf by:



E Crooke
 Chair

Company registration: NI027735

The notes on pages 42 to 55 form part of these financial statements

Statement of Cash Flows

	Note	2020 £	2019 £
NET CASH INFLOW/ (OUTFLOW) FROM OPERATING ACTIVITIES	22	28,946	(23,242)
CAPITAL EXPENDITURE			
Payments to acquire tangible fixed assets		—	(599)
Net cash outflow from capital expenditure		—	—
INCREASE / (DECREASE) IN CASH	23	<u>28,946</u>	<u>(23,841)</u>

The notes on pages 42 to 55 form part of these financial statements

Notes to the financial statements

1. NATURE OF ORGANISATION

The principal activity of the Museums Council is to support local museums in Northern Ireland. The Museums Council is a company limited by guarantee incorporated in Northern Ireland. The Museums Council's place of business is its registered office at 153 Bangor Road, Holywood, Co Down, BT18 0EU.

2. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements also meet the disclosure requirements of the Government Financial Reporting Manual (FReM) and those issued by the DoF in so far as those requirements are appropriate.

Incoming resources

Income is recognised when the charity is legally entitled to, the income after any performance conditions have been met, the amounts can be measured reliably and it is probable that income will be received.

Income from government and other grants, whether 'capital' grants or 'resource' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specific service is deferred until the criteria for income recognition are met.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes costs undertaken to further the purposes of the charity. Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs and travel expenses which support the charity's activities. These costs have been allocated to expenditure on charitable activities. The basis on which support costs have been allocated are set out in the notes to the accounts.

Notes to the financial statements (continued)

2. ACCOUNTING POLICIES (continued)

Governance costs include those incurred in the governance of the Museums Council and are primarily associated with constitutional, statutory requirements and strategic matters such as audit and accountancy, board expenses and printing financial statements. The salary and related overhead costs pertaining to the Accounting Officer and finance staff are apportioned between charitable activities and governance costs at a rate of 95% and 5% respectively.

Fund accounting

The Museums Council receives various types of funding which require separate disclosure. These are as follows:

- a) unrestricted funds: funds which may be expended at the discretion of management in furtherance of the objects of the Museums Council; and
- b) restricted funds: funds which are earmarked by the donor for specific purposes.

Designated funds

Within unrestricted funds the Museums Council may designate a part of its reserves for particular purposes. Designated funds relate to incoming resources in the current and previous years, which are allocated to fund specific activities in future accounting periods.

Fixed assets

Tangible fixed assets are stated at valuation.

The costs of all fixed assets of the Museums Council are restated annually to reflect their current value using the relevant price indices at the year end (where material). Any revaluation surplus or loss, net of the corresponding adjustment to accumulated depreciation, is credited to the revaluation reserve. However, due to the immaterial nature of the amounts involved no revaluation has been recognised.

The Museums Council has a minimum level for capitalising tangible fixed assets of £1,000, although lower valued items may be pooled and capitalised where they constitute a unit or group.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer equipment	- 33% Straight line
Office equipment	- 15% Straight line
Furniture	- 10% Straight line

Operating lease agreements

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Pension scheme arrangements

Past and present staff of the Museums Council are members of the PCSPS (NI), as set out in Note 10. The scheme is an unfunded, multi-employer, defined benefit scheme. All contributions are charged to the Statement of Financial Activities ("SoFA") as incurred.

Notes to the financial statements (continued)

2. ACCOUNTING POLICIES (continued)

Reserves

The Museums Council receives various types of funding which require separate disclosure. These are differentiated between restricted and unrestricted reserves. Unrestricted reserves represent retained amounts available for discretionary spend on the Council's objectives. Restricted reserves represent retained amounts available for specific projects.

Holiday Pay

A liability is recognised to the extent of any unused holiday pay entitlement which is accrued at the Balance Sheet date carried forward to future periods. This is measured at the undiscounted salary cost of future holiday entitlement so accrued as of the Balance Sheet date.

3. DONATIONS & LEGACIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Grants receivable				
DFC grant-in-aid	248,000	8,000	256,000	200,000
National Lottery Heritage Fund	-	8,000	8,000	80,400
Esme Mitchell Trust Grant	-	5,000	5,000	-
National Lottery Community Fund	-	9,585	9,585	-
	<u>248,000</u>	<u>30,585</u>	<u>278,585</u>	<u>280,400</u>
Total 2019	<u>200,000</u>	<u>80,400</u>	<u>280,400</u>	

4. CHARITABLE ACTIVITIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
The Late Shift Ticket income	-	6,698	6,698	8,898
Training income	6,748	-	6,748	5,057
Nerve Centre income	-	38,407	38,407	15,137
	<u>6,748</u>	<u>45,105</u>	<u>51,853</u>	<u>29,092</u>
Total 2019	<u>5,057</u>	<u>24,035</u>	<u>29,092</u>	

5. OTHER TRADING ACTIVITIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Memberships	12,947	-	12,947	14,395
Other income	300	-	300	-
	<u>13,247</u>	<u>-</u>	<u>13,247</u>	<u>14,395</u>
Total 2019	<u>14,395</u>	<u>-</u>	<u>14,395</u>	

Notes to the financial statements (continued)

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Grants awarded	13,670	-	13,670	11,077
Acquisition fund	-	-	-	2,850
Project costs	10,419	12,278	22,697	1,059
Programme costs	-	5,974	5,974	25,865
Evaluation costs	-	1,200	1,200	16,073
Equipment and materials	-	270	270	834
Training costs	4,621	400	5,021	6,928
The Late Shift ticket fees	-	2,314	2,314	1,209
Travel and subsistence	-	46	46	2,512
Promotion and brand development	-	4,870	4,870	13,129
Membership fees	809	-	809	785
Staff training	1,013	3,866	4,879	4,784
Professional fees	19,771	1,420	21,191	8,567
Wages and salaries	129,507	32,788	162,295	138,524
Employer's N.I. Contributions	8,106	2,644	10,750	9,610
Staff pension costs	39,813	7,975	47,788	29,958
Temporary staff recruitment costs	-	-	-	-
Support costs (Note 7)	16,744	250	16,994	12,330
Governance costs (Note 8)	29,009	-	29,009	31,088
	<u>273,482</u>	<u>76,295</u>	<u>349,777</u>	<u>317,182</u>
Total 2019	<u>230,133</u>	<u>87,049</u>	<u>317,182</u>	

7. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Insurance	529	-	529	857
Telephone and communications	880	-	880	1,219
Computer and software	6,538	-	6,538	3,286
Administration costs	-	-	-	-
Repairs and maintenance	26	-	26	145
Printing and stationery	736	-	736	985
Postage	33	-	33	202
Travel and subsistence	3,153	-	3,153	2,724
Bank charges	20	-	20	20
Sundry expenses	1,204	-	1,204	599
Depreciation	1,152	250	1,402	1,033
Bad debts	-	-	-	1,260
Professional fees	2,473	-	2,473	-
	<u>16,744</u>	<u>250</u>	<u>16,994</u>	<u>12,330</u>
Total 2019	<u>12,330</u>	<u>-</u>	<u>12,330</u>	

Notes to the financial statements (continued)

8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£
Staff costs	5,433	5,433	4,774
Accountancy fees and internal audit	12,950	12,950	13,863
Audit fees	9,000	9,000	8,900
Board member expenses	1,018	1,018	2,851
Printing of annual report	608	608	700
	<u>29,009</u>	<u>29,009</u>	<u>31,088</u>
Total 2019	<u>31,088</u>	<u>31,088</u>	

9. NET INCOME

This is stated after charging:

	2020	2019
	£	£
Staff pension contributions	48,485	30,777
Depreciation	1,402	1,033
Auditors' remuneration:		
- audit of the financial statements	<u>9,000</u>	<u>8,900</u>

10. STAFF COSTS

Total staff costs were as follows:

	2020	2019
	£	£
Wages and salaries	164,206	142,093
Social security costs	13,575	9,996
Other pension costs	48,485	30,777
	<u>226,266</u>	<u>182,866</u>

No remuneration was paid to the Directors of the company. The total of Directors' expenses reimbursed by the company during the year was £262 (2019 – £494).

The PCSPS (NI) of which all of the Museums Council's employees are members, is an unfunded, multi-employer, defined benefit scheme, but the Museums Council is unable to identify its share of the underlying assets and liabilities. The most up to date actuarial valuation was carried out at 31 March 2012 and details of this valuation are available in the PCSPS (NI) resource accounts.

For 2019-20 employers' contributions of £48,485 were payable to the PCSPS (NI) (2018-19: £30,777) at one of three rates in the range 28.7% to 30.7% of pensionable pay, based on salary bands.

Notes to the financial statements (continued)

10. STAFF COSTS (continued)

Work was completed on the 2016 valuation, based on the position as at 31 March 2016. The outcome of this scheme valuation informed employer contribution rates for 2019-20. Employer contribution rates payable will range from 28.7% to 34.2% of pensionable pay, based on salary bands. This change is primarily due to the reduction in the SCAPE discount rate (as announced at Budget 2018) to 2.4% pa above CPI. The contribution rates are set to meet the cost of the benefits accruing during 2019-20 to be paid when the member retires, and not the benefits paid during this period to existing pensioners.

Employees can opt to open a partnership pension account which is a stakeholder pension with an employer contribution. Employer's contributions of £nil (2018 -19; £nil) were paid to one or more of a panel of two appointed stakeholder pension providers. Employer contributions are age related and range from 8% to 14.75% (2018-19; 8% to 14.75%) of pensionable pay.

The partnership pension account offers the member the opportunity of having a 'free' pension. The employer will pay the age-related contribution and if the member does contribute, the employer will pay an additional amount to match member contributions up to 3% of pensionable earnings.

Employer contributions paid to the schemes to cover the cost of the future provision of lump sum benefits on death in service and ill health retirement of these employees were £nil (2018-19 £nil). Contributions due to the partnership pension providers at the reporting period date were £nil. Contributions prepaid at that date were £nil. Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement). The contribution for 2019-20 was £nil (2018-19 £nil).

There were no early retirements on ill health grounds (2018-19 nil).

Particulars of employees:

The average number of employees during the year was as follows:

	2020	2019
	No	No
Number of staff	5	5

No employees received remuneration of more than £60,000 during the year (2018-19 – nil).

11. TAXATION

The Museums Council is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

The Museums Council is not registered for VAT.

Notes to the financial statements (continued)

12. TANGIBLE FIXED ASSETS

	Computer Equipment £	Office Equipment £	Furniture £	Total £
VALUATION				
At 1 April 2019	7,449	40	6,484	13,973
Additions	9,000	-	-	9,000
Disposals	-	-	-	-
At 31 March 2020	<u>16,449</u>	<u>40</u>	<u>6,484</u>	<u>22,973</u>
DEPRECIATION				
At 1 April 2019	5,685	40	6,484	12,209
Charge for the year	1,402	-	-	1,402
Eliminated on disposal	-	-	-	0
At 31 March 2020	<u>7,087</u>	<u>40</u>	<u>6,484</u>	<u>13,611</u>
NET BOOK VALUE				
At 31 March 2020	<u>9,362</u>	<u>-</u>	<u>-</u>	<u>9,362</u>
At 31 March 2019	<u>1,764</u>	<u>-</u>	<u>-</u>	<u>1,764</u>

13. DEBTORS

	2020 £	2019 £
Trade debtors	3,861	3,999
Other debtors	92	118
Accrued income	-	32,000
Prepayments	<u>985</u>	<u>1,476</u>
	<u>4,938</u>	<u>37,593</u>

14. CREDITORS: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	25,585	28,682
Short-term compensated absences (holiday pay)	1,431	2,703
Taxation and social security	3,851	2,240
Other creditors	467	320
Accruals	<u>39,688</u>	<u>27,096</u>
	<u>71,022</u>	<u>61,041</u>

Notes to the financial statements (continued)

15. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2019	Incoming resources	Outgoing resources	Transfer between funds	Balance at 31 Mar 2020
	£	£	£	£	£
The Late Shift	11,066	14,698	(22,963)	-	2,801
A Brush with Nature	6,320	-	(2,397)	-	3,923
Nerve Centre	-	38,407	(38,407)	-	-
Esme Mitchell Trust	-	5,000	(2,693)	-	2,307
National Lottery Community Fund	-	9,585	(9,585)	-	-
Capital Fund	-	8,000	(250)	-	7,750
	<u>17,386</u>	<u>75,690</u>	<u>(76,295)</u>	<u>-</u>	<u>16,781</u>

	Balance at 1 Apr 2018	Incoming resources	Outgoing resources	Transfer between funds	Balance at 31 Mar 2019
	£	£	£	£	£
The Late Shift	-	80,898	(69,832)	-	11,066
A Brush with Nature	-	8,400	(2,080)	-	6,320
Nerve Centre	-	15,137	(15,137)	-	-
Esme Mitchell Trust	-	-	-	-	-
National Lottery Community Fund	-	-	-	-	-
Capital Fund	-	-	-	-	-
	<u>-</u>	<u>104,435</u>	<u>(87,049)</u>	<u>-</u>	<u>17,386</u>

Restricted income during 2019-20 related to NLHF grant towards two Projects – The Late Shift and the Nerve Centre. There were three new restricted income streams in relation to the Esme Mitchell Trust, the National Lottery Community Fund and also a new Capital Fund.

16. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2019	Incoming resources	Outgoing resources	Transfer between funds	Balance at 31 Mar 2020
	£	£	£	£	£
Unrestricted income funds	<u>2,122</u>	<u>267,995</u>	<u>(273,482)</u>	<u>-</u>	<u>(3,365)</u>

	Balance at 1 Apr 2018	Incoming resources	Outgoing resources	Transfer between funds	Balance at 31 Mar 2019
	£	£	£	£	£
Unrestricted income funds	<u>12,803</u>	<u>219,452</u>	<u>(230,133)</u>	<u>-</u>	<u>2,122</u>

Notes to the financial statements (continued)

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Tangible assets	1,612	7,750	9,362	1,764
Net current assets/(liabilities)	<u>(4,977)</u>	<u>9,031</u>	<u>4,054</u>	<u>17,744</u>
	<u>(3,365)</u>	<u>16,781</u>	<u>13,416</u>	<u>19,508</u>

18. FINANCIAL INSTRUMENTS

The Museums Council's resources are met through grant-in-aid funding received from the DfC and through grant funding from other sources and from income generated through membership fees and training. The Museums Council does not hold any complex financial instruments. The organisation has no borrowings and relies primarily on DfC grants for its cash requirements. Other than the financial assets and liabilities which are generated by day to day operational activities, the Museums Council holds no financial instruments.

Liquidity Risk

The Museums Council secures funding for all activities in advance of expenditure being committed and it is not therefore exposed to material liquidity risks.

Credit Risk

The Museums Council is not exposed to any material credit risk.

19. GUARANTOR

The Museums Council is a company limited by guarantee and it does not have share capital. The liability of the member is limited to £1 in the event of the company being wound up.

20. ULTIMATE CONTROLLING PARTY

The Board of Directors of the Museums Council Limited is the ultimate controlling party of the company.

Notes to the financial statements (continued)

21. RELATED PARTY TRANSACTIONS

The Museums Council is a NDPB of the DfC from whom it received funding. The DfC is regarded as a related party. During the year, the Museums Council had no material transactions with the DfC other than the receipt of grant in aid.

The current Director of the Museums Council is on secondment from NMNI who invoices the Museums Council on a monthly basis for salary costs.

Grants were awarded to a range of bodies that are represented on the Museums Council's Board of Directors. These can be summarised as follows:

Collecting for the Future (supported by the Esmé Mitchell Trust)				
Grant Applicant	Project	Amount Awarded	Declared Interest of Board Member	Associated Organisation
Armagh County Museum	"The Rural Community, An Address to the American Commission of Agricultural Inquiry by George W. Russell".	£600.00	Sean Barden	Armagh City, Banbridge and Craigavon Borough Council
Linen Hall Library	'House-After Louise Bourgeois' sculpture and associated preparatory works by Ursula Burke.	£1,000.00	Julie Andrews	Linen Hall Library

Notes to the financial statements (continued)

21. RELATED PARTY TRANSACTIONS (continued)

Collections Care and Access				
Grant Applicant	Project	Amount Awarded	Declared Interest of Board Member	Associated Organisation
Carrickfergus Museum & Andrew Jackson Cottage	Access Audits for Andrew Jackson Cottage & US Rangers Museum and Carrickfergus Museum	£1,300.00	Jayne Clarke	Mid and East Antrim Borough Council
Craigavon Museum Services	Environmental Monitoring System	£600.00	Sean Barden	Armagh City, Banbridge and Craigavon Borough Council
Linen Hall Library	Interpretation Panel: Troubled Images exhibition	£209.00	Julie Andrews	Linen Hall Library
Whitehead Railway Museum	Collections Future Needs Review	£350.00	Robin Morton	Whitehead Railway Museum
Ballycastle Museum	Access Audit of Ballycastle Museum	£1,103.90	Helen Perry	Causeway Coast and Glens Borough Council

Playful Museums				
Grant Applicant	Project	Amount Awarded	Declared Interest of Board Member	Associated Organisation
Mid Antrim Museum	Love to Move Programme	£281.21	Jayne Clarke	Mid and East Antrim Borough Council

Dementia Friendly Museum Programme				
Grant Applicant	Project	Amount Awarded	Declared Interest of Board Member	Associated Organisation
Carrickfergus Museum	Castle Building	£500.00	Jayne Clarke	Mid and East Antrim Borough Council
Mid-Antrim Museum	Dance into Spring	£220.70	Jayne Clarke	Mid and East Antrim Borough Council

Notes to the financial statements (continued)

21. RELATED PARTY TRANSACTIONS (continued)

Eight organisations received a number of grants from the Museums Council and the total value is outlined below:-

Grant Applicant	Total Value of Grants £
Ards and North Down Borough Council (North Down Museum)	1,495.75
Armagh City, Banbridge and Craigavon Borough Council (Armagh County Museum and Craigavon Museum Services)	1,200.00
Armagh Robinson Library & No 5 Vicars' Hill	2,774.08
Derry City and Strabane District Council (Tower Museum)	977.87
Linen Hall Library	1,209.00
Mid and East Antrim Borough Council (Andrew Jackson Cottage & US Rangers Museum, Craigavon Museum and Mid-Antrim Museum)	2,301.91
National Trust (Northern Ireland) (Mount Stewart and Hezlett House)	1,775.00
Newry, Mourne and Down District Council (Newry and Mourne Museum)	1,166.50

22. RECONCILIATION OF NET INCOMING RESOURCES TO NET CASH OUTFLOW FROM OPERATING ACTIVITIES

	2020 £	2019 £
Net (outgoing)/incoming resources before transfers	(6,092)	6,705
Depreciation	1,402	1,033
(Increase)/decrease in debtors	32,655	(35,317)
Increase/(decrease) in creditors	9,981	4,337
Increase in capital creditor	(9,000)	-
Net cash outflow from operating activities	<u>28,946</u>	<u>(23,242)</u>

23. RECONCILIATION OF NET CASH FLOW MOVEMENT TO MOVEMENT IN NET FUNDS

	2020 £	2019 £
Increase/(decrease) in cash in the period	<u>28,946</u>	<u>(23,841)</u>
Change in net funds	28,946	(23,841)
Net funds at 1 Apr 2019	41,192	65,033
Net funds at 31 Mar 2020	<u>70,138</u>	<u>41,192</u>

Notes to the financial statements (continued)

24. ANALYSIS OF CHANGES IN NET FUNDS

	1 Apr 19 £	Cash flows £	31 Mar 20 £
Cash at bank	41,192	28,946	70,138

25. LOSSES AND SPECIAL PAYMENTS

	2020 £	2019 £
Bad debt/membership income written off in current year	-	1,260
	-	1,260

26. GOING CONCERN

In December 2016, the DfC informed the Chair of the Board that the Museums Council would be subject to a broader review of ALB within the DfC. This was further to the 2013 review of Museums Council's ALB status which resulted in its co-location with NMNI at Cultra. The 2016 Review was stalled given the absence of a Minister for the DfC. With the return of the Northern Ireland Executive in January 2020 and the publication of *New Decade, New Approach*, priorities of the restored executive include "... a review of Arm's Length Bodies with a view to their rationalisation".

The DfC has confirmed the budget for the Museums Council for 2020-21 at £204,000 plus an additional £12,000 to cover increases in pension costs. However, increasing operational costs continue to place additional financial pressures on the Museums Council impacting on service delivery to the local museum sector, specifically grants to support audience engagement programmes and widen access to heritage and cultural assets. Increasing reliance on in-year bids to DfC detrimentally impacts long-term strategic planning.

The immediate impact of COVID-19 was the cancellation of the annual Spilling the Beans event scheduled for 23 March 2020, the termination of the third-level placement with Queen's University Belfast and the move to working at home. The NI Museums Council Office officially closed on 24 March 2020. Subsequent impacts include interrupted work flows, putting on hold the Review of Organisational Structure and recruitment for the posts of Director and Development Officer (Museums and Collections), shift of annual training programme to an online model, an increase in social media activity to promote awareness of museums while in lockdown and staff sickness. There is a possibility that membership income during 2020-21 will be reduced as a consequence of COVID-19, thereby detrimentally impacting the Museums Council's activities. Actions are being taken to address this possibility by transferring membership services online. The secondment of the current Director has been extended until end of January 2021 to enable sufficient time for recruitment. The recruitment of Development Officer will proceed over the Summer of 2020.

In light of the factors, these accounts have been prepared on a going concern basis as, in the opinion of the Board of Directors, the Museums Council will continue to operate for the foreseeable future.

Notes to the financial statements (continued)

27. EVENTS AFTER THE BALANCE SHEET DATE

No events occurred between the balance sheet date and the date on which these financial statements were authorised for issue that require disclosure or adjustment.

ADDITIONAL DISCLOSURES REQUIRED BY FReM

The following page does not form part of the statutory financial statements which are the subject of the independent auditor's report on pages 36 to 38

ADDITIONAL DISCLOSURES REQUIRED BY FReM

The Museums Council as a charitable arm's length body, is required to account for grants-in-aid received under the Charities SORP and accordingly include it within incoming resources in the Statement of Financial Activities.

For all other ALB, the FReM requires grants-in-aid to be regarded as contributions from controlling parties giving rise to a financial interest in the residual interest of the body and hence accounted for as financing i.e. by crediting them to the income and expenditure reserve.

In addition FReM requires grant-in-aid to be accounted for on a cash basis.

Were the Museums Council to prepare its accounts on these bases, the results would be as follows:

Statement of Financial Activities prepared under FReM

	2020	2019
	£	£
Income and endowments from:		
Donations & legacies	30,585	80,400
Charitable activities	51,853	29,092
Other trading activities	<u>13,247</u>	<u>14,395</u>
Total incoming resources	<u>95,685</u>	<u>123,887</u>
Resources expended		
Charitable activities	<u>349,777</u>	<u>317,182</u>
Total resources expended	<u>349,777</u>	<u>317,182</u>
Amount transferred to reserves	(254,092)	(193,295)
Analysis of Reserves prepared under FReM		
Balance at 1 April 2019	19,508	12,803
Grant in aid received in year	248,000	200,000
Net operating cost for year	<u>(254,092)</u>	<u>(193,295)</u>
Balance at 31 March 2020	<u>13,416</u>	<u>19,508</u>



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