

Minutes of Trustee Meeting 20th January 2017 10:30

Venue: Darwin College, University of Kent

Attending : Professor Steven Rose (Chair) (SR), Dame Julia Goodfellow (JG), Humphrey Battcock (HB), Becky Parker (BP), Steve Greenwood (SG).

Apologies:, Sir Leszek Borysiewicz (LB), Matthew Baxter (MB)

1. Declaration of Business interests.

BP is now a Council Member of the Institute of Physics.

2. Minutes & Actions from Previous Meeting.

All actions have been closed, or are subject to ongoing activity.

The minutes were approved.

3. Financial Update

The previously circulated summary was discussed, and the learnings from the first full year of operation. Expenditure overall is within the planned budget for 2016/17.

Cashflow will be critical as most grants require expenditure on items in the first instance with subsequent reimbursement. The exception being the recent grant from the Royal Commission for the Exhibition of 1851 where funds for the Northern Hub pilot have been provided up front.

There was discussion around the current difficulties in the funding environment and the impact on grant applications.

4. Location Strategy

SG worked through the previously circulated document and the rationale applied to the scoring.

The Trustees agreed unanimously that relocation to the Science Museum building and colocation with the British Science Association provided the best way forward for IRIS subject to further negotiation on support from BSA on administration tasks within the package. **Action 6:01.**

Formal notice to the Simon Langton Grammar School for Boys and the other parties will not be undertaken until negotiations with BSA/Science Museum have been concluded satisfactorily.

5. Strategic Objectives & 2017/18 Budget

BP provided an overview of the BT Young Scientist & Technology Exhibition in Ireland that she attended as part of her role as an IOP Council Member. It has been established for over 50 years and over half of all Irish schools take part with a significant profile in the media.

The IOP are very keen to try and establish something similar in the UK, and see IRIS as a potential lead. Initial ideas being developed are to run a pilot in Wales in 2018, and there will be further discussion with the IOP and the identification of sponsors for the event, including BT.

The pack was discussed and additional items requested. **Action 6:02 & 6:03.**

In the update BP raised the success of Tapton School in identifying a bug in the NASA data from the ISS, the extent of which had not been recognised in Houston. It was suggested that there was potential for an academic paper on the back of the school's work and that they should be encouraged to submit one. **Action 6:04**

6. Risk Register

The Trustees reviewed the items for discussion and agreed that the objects within the constitution remain valid.

The number and background of trustees was discussed and the need to find another Trustee when MB's term expires later this year. It was agreed that a Headteacher is a valuable part of the Board and consideration should be given to looking at Heads of fully participating IRIS schools. **Action 6:05**

Additional Trustees – it was agreed that Trustees would complete a skill matrix to enable a proper analysis of the current skill base, and any gaps to support targeted activity to recruit appropriate individuals. **Action 6:06 & 6:07**

7. Any Other Business

No AOB items

8. Next Meeting

12th May 2017 PM

Venue: London, potentially at the Science Museum/ Dana Building

The meeting closed at 13:00

Reference	Action	Owner	Due Date	Update
6:01	Contact BSA to negotiate additional administrative support and building a contractual relationship	SG	ASAP	Initial email exchange and preliminary call from BSA outsource partner. Waiting for formal proposal.
6:02	Produce a map of the locations of the fully registered schools.	SG	14/2/2017	Link Provided 23/01/17

6:03	Add in the total school population for the metrics to enable analysis of the IRIS “market share”	SG	14/2/2017	Attached with minutes
6:04	Encourage Tapton to submit an academic paper on the NASA data.	BP	23/01/17	
6:05	Prepare a summary of the profile of Headteachers at fully signed up IRIS schools	SG	Next Meeting	
6:06	Source a skills matrix	SG		Copy attached from the Charity Commission website
6:07	Complete the matrix and return to SG	All Trustees	30/4/2017	Attached to minutes