



MEETING TITLE	Public Minutes of the 19 th English Heritage Trust Board Meeting
DATE	Tuesday 18 June 2019
LOCATION	100 Wood Street, London EC2
ATTENDEES	Sir Tim Laurence – Chairman Alex Balfour – Trustee Victoria Barnsley – Trustee Anna Eavis – Curatorial Director Charles Gurassa – Trustee Sukie Hemming – Trustee Professor Ronald Hutton – Trustee Kate Mavor – Chief Executive Ian McCaig – Trustee Kunle Olulode – Trustee Luke Purser – Development Director Tracey Reed – Historic Properties Director Sarah Staniforth – Trustee Mark Stuart-Smith – Chief Financial Officer James Twining – Deputy Chairman Luke Whitcomb – Marketing Director Rob Woodside – Estates Director Kathryn Lanning – Governance Officer (minutes)

Item 1 – Presentation on Tintagel Bridge

- 1.1 The Board received a presentation on the Tintagel Bridge project and noted the many challenges the project team had encountered. Tintagel was EH's fourth most visited site and the bridge was part of wider investment in the site to improve the visitor experience. The bridge was of world class design and the project had already attracted a lot of positive publicity and been very well-received in the local and wider area.
- 1.2 The Board extended their warmest thanks and appreciation to the project team for their phenomenal efforts and sound judgement in bringing the project towards successful completion.

Item 2 – Apologies, Announcements and Declarations of Interest

- 2.1 Apologies for absence were noted. There were no new declarations of interest or announcements.

Item 3 – Minutes of the last EHT Board meeting: 7 March 2019

3.1 The minutes of the last meeting were agreed as a correct record.

Item 4 – Matters Arising and Action Tracker

4.1 The Board noted completed items on the Action Tracker and matters arising from the last meeting. Trustees noted that EH continued to work with other organisations to try and find a sustainable future for Queen Street and Helmshore Mills in Lancashire.

Items 5 – Chief Executive’s Strategic Overview

5.1 2018/19 had ended successfully with visitor numbers totalling 6.4m at the year end, which was only 0.1% behind budget and a great achievement given the poor start to the year. Free educational visits were 3% ahead of target and volunteer numbers were only 1% behind target. Capital investment projects at Walmer Castle and Gardens and Whitby Abbey had been successfully delivered and launched on time with good media coverage. EH had also received bronze accreditation by Investors in People and would be working towards silver standard.

The Board discussed and noted the Chief Executive’s Strategic Overview

Item 6 – Finance Report to end of April 2019

The Board discussed and noted the April Finance Report and strong visitor numbers for April and May.

Item 7 – Corporate Risk Register

The Board discussed and noted the Corporate Risk Register.

Item 8 – Health and Safety Report

The Board discussed the Health and Safety Report and noted the satisfactory progress with safety and risk management generally.

Item 9a – End of Year Audit Completion Report 2018/19

The Board discussed and noted the Audit Completion Report for 2018/19 and the adjustments to the accounts, and agreed that the CEO should sign the Letter of Representation.

Item 9b – Audit and Risk Committee Annual Report to the Board 2018/19

The Board discussed and noted the Audit and Risk Committee’s Annual Report to the Board and the Committee’s recommendation that the Board should approve the Annual Report and Accounts for 2018/19.

Item 9c – Annual Report and Accounts 2018/19

The Board approved the English Heritage Annual Report and Accounts for 2018/19 and authorised the Chairman and Chief Executive to sign them.

Item 10 – Our Charitable Impact

- 10.1 Trustees were asked to consider how EH should define and measure its charitable impact. They noted that defining the benefits of the work carried out by cultural organisations such as EH was harder than for those addressing a clear human need such as homelessness, health or poverty. EH’s work brought a wide range of benefits to, for example, the tourist and leisure economy, the historic environment and to the wellbeing of visitors; however, such benefits were also delivered by many other organisations.
- 10.2 The Board also noted the extensive consumer research carried out by staff in this area and discussed proposed topics, themes and potential impact statements which could help to measure EH’s charitable impact. They agreed that the impact statements should be refined so that they were readily measurable and better summed up the overall social impact the Trust was aiming to achieve.

Item 11 – Property Licence and Operating Agreement

- 11.1 The Board had some preliminary discussions regarding the process for renewing the Property Licence and Operating Agreement, under which EH manages the National Collection.

Item 12 – Audley End: Acceptance in Lieu Transfer

The Board noted that ownership of a number of items at Audley End had been transferred to the Government under the Acceptance in Lieu scheme, but that they would remain in situ at Audley End in the care of EH.

Item 13 – Scheme of Delegations

The Board approved some minor amendments to the Scheme of Delegations.

Item 14 – Committee minutes

The Board noted minutes of the following Committee meetings:

- a) **HE Historic Estates Committee: 12 March 2019**
- b) **Audit and Risk Committee: 11 June 2019**

The Board had also discussed and noted, prior to the main meeting, the minutes of the RAAC meeting held on 29 April 2019.

Item 15 – Any other business

- 15.1 The Board noted the successful launch of the first EH Escape Room, in the Bunker at Dover Castle.
- 15.2 There was no other business.

Next meeting

The next Board meeting would be held on Thursday 17 October, time and location to be confirmed, and would be followed by site visits to Portchester Castle, Titchfield Abbey and Fort Brockhurst.

Kathryn Lanning
Governance Officer
June 2019