



MEETING TITLE	Public Minutes of the 25 th English Heritage Trust Board Meeting
DATE	Thursday 10 December 2020
LOCATION	Held via Zoom
ATTENDEES	Sir Tim Laurence – Chairman James Twining – Deputy Chairman Victoria Barnsley – Trustee Charles Gurassa – Trustee Professor Ronald Hutton – Trustee Sir Laurie Magnus – Trustee Kunle Olulode – Trustee (part) Sarah Staniforth – Trustee Sue Wilkinson – Trustee Kate Mavor – Chief Executive Anna Eavis – Curatorial Director Lumi Holban – Interim Development Director Liz Page – Interim Historic Properties Director Mark Stuart-Smith – Chief Financial Officer Luke Whitcomb – Marketing Director Rob Woodside – Estates Director Kathryn Lanning – Governance Officer (minutes)

Item – Apologies, Announcements and Declarations of Interest

- 1.1 Apologies for absence were noted. There were no new declarations of interest.
- 1.2 Prior to the main Board meeting, Trustees had discussed:
- The Chairman’s annual appraisal
 - The Board’s annual self-appraisal
 - The process for recruiting two new Trustees
- 1.3 Trustees also watched a short video giving a flavour of the breadth and high quality of online content produced by EH during the year, and highlighting how well different departments had collaborated to create something new.

Item 2 – Minutes of the last Board meeting

- 2.1 The minutes of the Board meeting held on 15 October 2020 were agreed as a correct record.

Item 3 – Matters Arising and Action Tracker

- 3.1 The Board noted that the recent Equality, Diversity and Inclusion report recommendations had now been reviewed by the whole senior team and their comments, along with those of Trustees and other consultees, would be fed into the 2021-22 business plan. The plan would include all of the report's primary recommendations and work had already begun to develop some of these, for example delivering diversity awareness training for front line staff.

Item 4 – Chief Executive's Strategic Overview

- 4.1 The CEO reported on a successful Senior Managers' Conference held electronically at the start of the week and attended by the 59 most senior members of staff. Everyone was very tired after the challenges and demands of the past year, but were all rightly proud of their considerable achievements. She had been particularly impressed by their determination to develop innovative and collaborative ways of working to ensure that EH continued to deliver its charitable objectives throughout the pandemic. The properties and collections had been kept safe, sites had been opened swiftly and safely in line with government guidelines, agile interpretation methods had been put in place enabling visitors to use their own devices, new corporate partnerships had been created, inspiring online content had been developed and the Shout Out Loud youth programme had kept going digitally.
- 4.2 Trustees commented on the very positive media coverage EH continued to receive. They also congratulated staff on the wealth of positive feedback from Members and visitors and strong Member retention and recruitment figures during such difficult year.
- 4.3 The Chairman endorsed the positive and flexible way in which staff had responded to the pandemic, which he felt owed a great deal to the excellent leadership demonstrated by the Senior Management Team. On behalf of the Board he expressed his warmest thanks.

The Board noted the Chief Executive's Strategic Overview

Item 5 – Health and Safety Report

- 5.1 The Board noted the significant increase in the number of security incidents, largely due to site trespass during lockdown. However, the vast majority of these were not at all significant and had not resulted in any damage.

The Board noted the Health and Safety Report.

Item 6 – Finance Report

The Board noted the Finance Report.

Item 7 – Financial Projections

- 7.1 The Board considered the latest financial projections for the next four years and acknowledged the volume of work that needed to be carried out to develop the 2021/22

budget. The Audit and Risk Committee would consider a draft at a budget review session in February, which all Trustees were invited to attend, and the Board would be asked to approve the final budget for 2021/22 in March.

- 7.2 Trustees congratulated the team on an extremely impressive performance in such difficult circumstances.

The Board noted financial projections to 2027/28.

Item 8 – Corporate Risk Register

- 8.1 The Board considered the current status of the top 11 corporate risks and noted that the Audit and Risk Committee had agreed that staff should review the Corporate Risk Register to ensure it continued to focus on critical corporate risks and managed them appropriately.

The Board noted the top level Corporate Risk Register.

Item 9 – Any Other Business

- 9.1 On behalf of the Board, the Chairman thanked Liz Page for her exceptional performance as Acting Historic Properties Director. She commented that it had been a great privilege to work with the Senior Management Team and thanked the Chairman and Trustees for their support throughout the year.
- 9.2 There was no other business.

Next meeting

The next full Board meeting would be held on 9 March 2021 at 10.00.

Kathryn Lanning
Governance Officer
December 2020