



MEETING TITLE	Public Minutes of the 20 <sup>th</sup> English Heritage Trust Board Meeting
DATE	Thursday 17 October 2019
LOCATION	New Place Hotel, Shirrel Heath, Hampshire
ATTENDEES	Sir Tim Laurence – Chairman Victoria Barnsley – Trustee Anna Eavis – Curatorial Director Charles Gurassa – Trustee Sukie Hemming – Trustee Professor Ronald Hutton – Trustee Kate Mavor – Chief Executive Sir Laurie Magnus - Trustee Ian McCaig – Trustee Kunle Olulode – Trustee Liz Page - Interim Historic Properties Director Luke Purser – Development 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)
ALSO PRESENT	Tracey Reed - Property Development Director - for items 8-9

### **Item 1 – Apologies, Announcements and Declarations of Interest**

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

### **Item 2 – Minutes of the last EHT Board meeting: 18 June 2019**

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

### **Item 3 – Matters Arising and Action Tracker**

- 3.1 The Board noted completed items on the Action Tracker and matters arising from the last meeting.

#### **Item 4 – Chief Executive’s Strategic Overview**

- 4.1 Although visitor numbers were slightly behind target, only a 1% variance for visitor numbers nationwide was expected by the year end. Membership recruitment and retention were both expected to exceed budget by the year end and volunteer numbers were almost on target.

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

#### **Item 5 – Finance Report**

**The Board discussed and noted the Finance Report.**

#### **Item 6 – Corporate Risk Register**

**The Board noted the top rated risks on the Corporate Risk Register.**

#### **Item 7 – Health and Safety Report**

**The Board noted progress with Safety and Risk Management.**

#### **Item 8 - Development Strategy 2019-23**

- 8.1 Trustees noted that the Development Strategy, which they had approved in 2016, had been refreshed to reflect the new EH Strategic Plan, lessons learnt over the past three years and the changing internal and external environment. They discussed what had worked well over the past three years and what had not; the impact on fundraising of external factors such as GDPR and diminishing public confidence in charities. The Board agreed a set of strategic priorities and targets for the Development Department for the period 2019-2023.

**The Board supported the strategic priorities as set out in the Development Strategy 2019-23.**

#### **Item 9 - Dover Castle Masterplan - Phase I Business Case**

- 9.1 In December 2018 the Board had received a detailed presentation on the exceptional heritage significance of Dover Castle, the need for major investment and the masterplan which sets out a ten-year programme to address the site’s conservation requirements and improve the visitor experience. The Board considered the business case for phase I of the masterplan which was planned for delivery in 2022/23 and comprised conservation and maintenance work, a new car park, new interpretation and play experiences, and improved catering.

**The Board made a number of suggestions for staff to consider and approved the business case for phase I of the Dover Masterplan.**

### **Item 10 - Exploring Englishness**

**The Board approved *Exploring Englishness* as a content theme for 2020/21.**

### **Item 11 - Differential Admission Pricing**

**The Board discussed and noted a proposal to trial differential admission pricing.**

### **Item 12 - Environmental Sustainability and Climate Change**

12.1 Trustees noted that the principles set out in the EH Sustainability Policy, which they had approved in October 2017, had become embedded within organisational and departmental strategies. However, decisions still needed to be made about priorities and timescales.

#### **The Board:**

- a) **noted the approach and actions taken to improve environmental sustainability on the EH estate;**
- b) **congratulated staff on the work undertaken to date;**
- c) **requested half-yearly updates on progress; and**
- d) **asked for the energy reduction target to be reviewed.**

### **Item 13 – Committee minutes**

**The Board noted minutes of the following Committee meetings:**

- a) **Blue Plaques Panel 19 June 2019 and 9 October 2019**
- b) **HE Historic Estates Committee: 24 July 2019**
- c) **Remuneration and Appointments Committee: 3 October 2019.**

### **Item 14 – Any other business**

14.1 There was no other business.

#### **Next meeting**

Thursday 5 December 2019, 10.00 at 100 Wood Street.