

# National Heritage Memorial Fund Meeting on 20 February 2018

B 2018 (1)

**Summary report of the Board meeting held on 20 February 2018 at 9.30 a.m. at 7 Holbein Place, London, SW1W 8NR.**

## **Present:**

- Peter Luff (Chair)
- Kay Andrews
- Neil Cossons
- Angela Dean
- Jim Dixon
- Perdita Hunt
- Steve Miller
- Richard Morris
- Atul Patel
- Seona Reid
- Tom Tew

## **Apologies**

- Anna Carragher

## **Attending:**

- Gavin Ellison, Director, Public Sector and Not For Profit; (item 15) and
- Tom Powell, Associate Director, Public Sector and Not For Profit, (item 15).
- Stephanie Hilborne, CEO at The Wildlife Trusts and Vice Chair of the UK Green Building Council; (item 16).
- Councillor Stephen Brady, Leader of Hull City Council; (item 16).
- Matt Jukes, CEO of Hull City Council; (item 16).and
- Martin Green, Director of Hull UK City of Culture 2017 (item 16).

## **Board Business**

### **1. Chair's Report**

**B 2018 (1) 1**

The Board noted the report. The Board congratulated Atul Patel on his award of MBE in the New Year's honours.

### **2. Chief Executive's Report**

**B 2018 (1) 2**

The Board noted the report.

### **3. Minutes of the Board meeting on 14 November 2017**

**B 2018 (1) 3**

In December the Board had asked for the minutes of the November board meeting to include a fuller report of their discussion of income. The Board were pleased with the revised version and the minutes were signed by the Chair.

### **4. Minutes of the Board meeting on 12 December 2017**

**B 2018 (1) 4**

The minutes were agreed and signed by the Chair, subject to noting that Kay Andrews had sent apologies to the meeting.

**5. Matters arising from the minutes**

Oral

**6. Declarations of Interest**

Oral

There were none.

**7. Finance and Corporate Services Report**

B 2018 (1) 7

Colin Bailey, Director of Finance and Corporate Services, introduced the report.

**8. Minutes of the Audit and Risk Committee on 1 February 2018**

B 2018 (1) 8

Angela Dean, Chair of the Committee, reported on the most recent meeting.

**9. Feedback from Finance, Staffing and Resources Committee on 19 February 2018**

Oral

Atul Patel, Chair of the Committee, reported on the meeting the previous day.

**10. Communications Report**

B 2018 (1) 10

Louise Lane, Director of Communications, introduced the report. The Board noted the success of #Thankstoyou over the Christmas period. The evaluation from Camelot would be shared with trustees.

**11. HLF Operations Report**

B 2018 (1) 11

Eilish McGuinness, Director of Operations, introduced the report.

**12. Business Transformation Update**

B 2018 (1) 12

Helen Coley-Smith, Director of Business Transformation, introduced the update.

**13. Annual Review of Board Effectiveness**

B 2018 (1) 13

Melanie Peddle, Head of Secretariat, introduced the report. The Board noted the board-specific recommendations in the tailored review.

The Board noted and agreed the calendar of business for the year.

**Strategic Funding Framework**

**14. Overview Paper**

B 2018 (1) 14

Judy Cligman, Director of Strategy and Anne Young, Head of Strategic and Corporate Planning outlined the next stages of the development of the Strategic Funding Framework.

The stakeholder consultation and general public consultation, launched at the end of January had received over 300 responses to date. 22 regional and country events had been planned around the consultation which would remain open until Thursday 22 March.

The Board noted the revised timetable. The draft Strategic Funding Framework document would be presented to the Board in October, for launch in 2019.

#### **15. YouGov Consultation Presentation**

**B 2018 (1) 15**

Gavin Ellison, Director and Tom Powell Associate Director, Public Sector and Not For Profit, gave a presentation of YouGov's preliminary summary findings. This research followed on from the 'vision' qualitative research with National Lottery players undertaken in early 2017.

#### **16. Place Based Funding**

**B 2018 (1) 16**

Karen Brookfield, Deputy Director Strategy, welcomed the speakers to the Board meeting and chaired the place-based funding discussion.

The Board agreed the presentations had been enlightening, providing useful context for their wider discussion. The Board were broadly supportive of place based funding and aware of the potential that support for this approach could offer. Trustees discussed the opportunities and challenges.

Trustees were invited to forward any further thoughts to officers.

DCMS Cultural Development Fund: Trustees noted that the Treasury had committed £2m to be awarded in 2018/19. The fund would be administered by Arts Council England.

#### **17. Inclusion in grant making**

**B 2018 (1) 17**

Jo Reilly, Head of Participation and Learning, Strategy and Business Development introduced the paper.

Trustees noted the approach to inclusion strategy in relation to grant-making, the key principles and actions set out in the paper. These would inform next steps. The draft strategy would be brought to the Board in May, where there would be opportunity for discussion.

#### **18. Strategy and Business Development Report**

**B 2018 (1) 18**

Judy Cligman introduced the report.

#### **19. Corporate Strategy**

**B 2018 (1) 19**

The Board noted the Strategy which set out the vision for the future role of the Heritage Lottery Fund during 2018-2021. The Corporate Strategy would be supported by a range of other corporate documents which provide more detail in specific operational, strategic and policy areas.

### **Memorial Fund**

#### **20. National Heritage Memorial Fund (NHMF) Report**

**B 2018 (1) 20**

Fiona Talbott, Head of Museums, Libraries and Archives presented the report.

The Board noted the remaining Memorial Fund budget of £1,946,891 for 2017- 2018. This would be insufficient to support all anticipated Memorial Fund applications to the end of the current financial year. Should the Board wish to support any subsequent applications to the Memorial Fund, it would be possible to take this from the Endowment Fund.

#### **21. Item withheld**

**B 2018 (1) 21**

22. *Item withheld*

**B 2018 (1) 22**

**Papers for information**

**23. Schedule of Delegated Decisions**

**B 2018 (1) 23**

The Board noted the Schedule of Delegated Decisions which had been circulated electronically.

**24. Any other business**

**Oral**

There was no other business.

**The next meeting will be held on 20 March 2018**