



HERITAGE LOTTERY FUND NATIONAL HERITAGE MEMORIAL FUND

LOTTERY DISTRIBUTION ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2004

Annual Report presented in compliance with section 34(3) of the National Lottery Act 1993 by the Secretary of State for Culture, Media and Sport. Accounts prepared pursuant to section 35(2) of the National Lottery Act 1993 and presented by the Comptroller and Auditor General.

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Background information

The National Heritage Memorial Fund (NHMF) is vested in and administered by a body corporate known as the Trustees of the National Heritage Memorial Fund, consisting of a Chair and not more than 14 other members appointed by the Prime Minister. The Fund was set up on 1 April 1980 by the National Heritage Act 1980 ("the 1980 Act") in succession to the National Land Fund as a memorial to those who have given their lives for the United Kingdom. The powers of the Trustees and their responsibilities were extended by the provisions of the National Lottery etc. Act 1993 (the "1993 Act"), the National Heritage Act 1997 (the "1997 Act") and the National Lottery Act 1998 (the "1998 Act").

Under the 1993 Act, Trustees of the National Heritage Memorial Fund became responsible for the distribution of that proportion of the National Lottery proceeds allocated to the heritage. Trustees of the National Heritage Memorial Fund have to prepare separate accounts for the receipt and allocation of grant-in-aid and for their operation as a distributor of National Lottery funds. Trustees have chosen to refer to the funds as National Heritage Memorial Fund for sums allocated under the provisions of the 1980 Act and Heritage Lottery Fund for the receipts from the 1993 Act.

Under section 21(1) of the 1993 Act a fund is maintained under the control and management of the Secretary of State for Culture, Media and Sport known as the National Lottery Distribution Fund ("NLDF"). All sums received from the licensee of the National Lottery under section 5(6) are paid to the Secretary of State and placed by her in the NLDF. Trustees of the National Heritage Memorial Fund apply to the NLDF for funds to meet grant payments and administration expenses.

Under section 22 of the 1993 Act, the Secretary of State for Culture, Media and Sport shall allocate 20% of the sum paid into the NLDF for expenditure on, or connected with, the national heritage. Section 23(3) establishes the Trustees of the National Heritage Memorial Fund as distributors of that portion. The percentage allocation was subsequently reduced to 16⅔% in October 1997 following the Government's creation of the New Opportunities Fund.

Under section 3 of the 1980 Act, Trustees of the National Heritage Memorial Fund may make grants and loans out of the Fund for the purpose of acquiring, maintaining or preserving:

- (a) any land, building or structure which in the opinion of the Trustees is of outstanding scenic, historic, aesthetic, archaeological, architectural or scientific interest;
- (b) any object which in their opinion is of outstanding historic, artistic or scientific interest;
- (c) any collection or group of objects, being a collection or group which taken as a whole is in their opinion of outstanding historic, artistic or scientific interest.

Section 4 of the 1993 Act extends the powers of Trustees by stating that they may also help to improve the display of items of outstanding interest to the national heritage by providing financial assistance to construct, convert or improve any building in order to provide facilities designed to promote the public's enjoyment or advance the public's knowledge.

Under the 1997 Act, Trustees are now also able to assist projects directed to increasing public understanding and enjoyment of the heritage and to interpreting and recording important aspects of the nation's history, natural history and landscape. Following consultation with potential applicants, advisers, and other bodies, further new initiatives – dealing with revenue grants (to widen access in general to the heritage), as well as in the fields of archaeology, townscapes, information technology, and education – were set up. The 1998 Act gave Trustees the power to delegate Lottery grant decisions to staff and also to committees containing some independent members.

These accounts have been prepared in a form directed by the Secretary of State for Culture, Media and Sport with the consent of HM Treasury in accordance with section 35(3) of the 1993 Act.

Operating review

Since the Lottery started, HLF has given awards to almost 15,000 projects. Over 9,300 of them had been completed by 31 March 2004. Between 1 April 2003 and 31 March 2004, over 3,500 grant applications were received. This indicates that our work to encourage and facilitate more applications from smaller organisations is having some success.

Work on monitoring projects post grant award has continued at a high level. Over the course of the year, there were on average 3,500 live projects being monitored (up more than 25% from 2,750 last year). We also continued work during 2003/04 on reviewing the extent to which completed projects which had received all of their grant from us continued to comply with the contractual obligations attached to their awards. Further work has also been done on the framework for evaluating projects and some of our programmes, which will lead to refinements of the way in which we collect information on the impact of our grants.

As part of the aims set out in our Strategic Plan for the period 2002-2007, the NHMF successfully opened offices in the English regions – Birmingham, Cambridge, Exeter, Leeds, Manchester, Newcastle and Nottingham, where our application processing staff are now based. In addition, we formalised our previously ad hoc pre-application advice service for potential applicants by setting up development teams in each region and country. These teams are helping applicants in areas and

communities that had previously had little success in obtaining grants from the HLF. We commission independent annual surveys of customer satisfaction and it is gratifying to record that, despite the potential for administrative disruption caused by opening the new offices and transferring staff, satisfaction levels are at record highs.

Financial review

During the course of 2003/04, Trustees made new soft commitments totalling £341.1 million (soft and hard commitments are defined in note 1 to the accounts). This was only £26 million less than last year, despite our income from the National Lottery falling by over £44 million. Income for the year was £246 million, including £30 million in investment income earned by the National Lottery Distribution Fund ("NLDF") on our behalf. Actual investment income earned by the NLDF was £41 million, but changes in the market value of investments led to the net figure of £30 million.

The commitment of awards in excess of income is one of the methods by which Trustees expect to reduce the balance at the NLDF. At the end of the year, the total level of over-commitment was £220 million.

Just over half the decisions (£192.1 million) were stage one passes under the two stage process. Trustees set aside a further £3.8 million for approvals in principle, which are similar to stage one passes. The remainder of Trustees' decisions (£145.2 million) were for grant awards in the year. By the end of the year, contracts had been signed for grants of £302 million – i.e. new hard commitments.

The table below illustrates the soft commitments made and also the conversion of soft commitments in previous years into hard commitments in 2003/04. Soft commitments are converted to hard commitments when there is a signed contract with the grant recipient.

	Stage one pass £m	Approval in principle £m	Grant awards £m	Hard commitments £m	Total decisions £m
At 1 April 2003	309.5	22.3	151.7	674.4	
Trustees' decisions in the year	192.1	3.8	145.2	—	341.1
Converted in the year	(179.1)	(2.3)	181.4	—	
Converted in the year	—	—	(302.0)	302.0	
De-commitments	(16.4)	(1.6)	(1.4)	(12.1)	
Grant payments	—	—	—	(303.9)	
At 31 March 2004	306.1	22.2	174.9	660.4	

Appointment of Auditors

The National Heritage Act 1980 provides for the annual accounts of the National Heritage Memorial Fund to be audited by the Comptroller and Auditor General. The National Lottery etc. Act 1993 extends this to the lottery activities of Trustees.

Employee consultation

The nature of the operations of the Fund means that grant application processing staff work closely with Trustees. Staff are involved in project evaluation and applicant visits with Trustees. Many members of staff attend meetings of Trustees, which enables them to be aware of thinking about the development of the Fund and its operations. Additionally, senior management ensures, through summaries of Management Group meetings in the weekly Newsletter, face-to-face meetings and a high level of personal accessibility, that matters of concern to all staff can be readily addressed. It is essential that all staff are given the opportunity to contribute to the development of the Fund as well as achieving their own potential through regular consultation and discussion. Trustees are aware that recent increases in the number of staff make it necessary to review continuously existing arrangements to ensure this continues to happen. To this end, a Staff Council is in existence. Comprising representatives from each department, it discusses matters of interest to staff with representatives from management. It meets nine times a year.

Equal opportunities

As an employer, the National Heritage Memorial Fund abides by equal opportunities legislation. It does not discriminate against staff or eligible applicants for job vacancies on the grounds of gender, marital status, race, colour, nationality, ethnic origin, religious belief, disability, age or sexual orientation. Every possible step is taken to ensure that staff are treated equally and fairly and that decisions on recruitment, selection, training, promotion and career management are based solely on objective and job related criteria. It does not tolerate any form of discrimination, harassment or victimisation. All staff are required to co-operate in making this policy work effectively.

Creditors

The National Heritage Memorial Fund adheres to the Government-wide standard on bill-paying and the CBI Better Payment Practice Code, which is to settle all valid bills within 30 days. In 2003/04, the average age of invoices paid was 10 working days. Over 90% of invoices were paid within 30 calendar days.

Euro

The activities of the Heritage Lottery Fund are entirely within the United Kingdom. Although some exposure to transactions denominated in the euro may occur, these will be treated no differently from transactions in any foreign currency. Therefore, at present, the euro has no impact on the systems of the Heritage Lottery Fund.

4 **Chair and Trustees of the National Heritage Memorial Fund**

CHAIR:	Ms. Liz Forgan #
TRUSTEES:	Sir Angus Grossart
	Professor Tom Pritchard
	Mrs. Primrose Wilson
	Ms. Madhu Anjali
	Professor Chris Baines
	Earl of Dalkeith #
	Nicholas Dodd Esq. *
	Mike Emmerich Esq. (from 29 July 2003)
	Ms. Catherine Graham-Harrison #
	Derek Langslow Esq. *
	Ms. Susan Palmer * (to 28 January 2004)
	Dr. Mike Phillips
	Giles Waterfield Esq.
	James Wright Esq. *
DIRECTOR:	Ms. Carole Souter # (from 1 April 2003)

* member of Audit Committee

member of Finance & Investment Committee

MRS CAROLE SOUTER
DIRECTOR
JUNE 2004

MS. LIZ FORGAN
CHAIR
JUNE 2004

Statement of Trustees' and Director's Responsibilities

Under section 34(1) of the National Lottery etc. Act 1993, the Trustees of the National Heritage Memorial Fund are required to prepare a statement of accounts for each financial year on their lottery distribution activities in the form and on the basis determined by the Secretary of State for Culture, Media and Sport with the consent of the Treasury. The accounts are prepared on an accruals basis and must give a true and fair view of the Fund's state of affairs at the year end and of its income and expenditure and cash flows for the financial year.

In preparing the accounts Trustees of the National Heritage Memorial Fund are required to:

- observe the accounts direction issued by the Treasury, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards have been followed, and disclose and explain any material departures in the financial statements;
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Fund will continue in operation.

The Accounting Officer of the Department for Culture, Media and Sport has appointed the senior full-time official, the Director, as the Accounting Officer for the Fund. Her relevant responsibilities as Accounting Officer, including her responsibility for the propriety and regularity of the public finances and for the keeping of proper records, are set out in the Non-Departmental Public Bodies' Accounting Officers' Memorandum, issued by the Treasury and published in Government Accounting.

MRS CAROLE SOUTER
DIRECTOR
JUNE 2004

MS LIZ FORGAN
CHAIR
JUNE 2004

6 Statement on Internal Control

Scope of responsibility

As Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of the National Heritage Memorial Fund's policies, aims and objectives, whilst safeguarding the public funds and assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Government Accounting.

I work closely with the Trustees of the National Heritage Memorial Fund ("NHMF") who share a responsibility to:

- give leadership and strategic direction;
- define control mechanisms to safeguard public resources;
- supervise the overall management of NHMF's activities;
- report on the stewardship of public funds.

This responsibility is enacted through regular meetings of Trustees with senior management to set policy for the NHMF and make decisions in line with policy. In addition, sub-committees of Trustees, particularly the Finance & Investment Committee and the Audit Committee, oversee the activities of management and provide support. All policy setting and grant decision making is informed by the risk management culture of the NHMF. In particular, the Audit Committee regularly discusses the risk reports produced by management and questions them about the methods by which they mitigate risk. After the year end, I put in place a system that made more explicit the extent to which risk management was embedded within the decision making of the organisation. In addition, the NHMF became a member of the Lottery Forum Risk Management Group. This group, comprising representatives of Lottery distributors, is working towards a common risk management strategy.

The annual operating plan of the NHMF – the Business Plan – is discussed with our sponsor department, the Department for Culture, Media and Sport. We also operate in line with an agreed Management Statement and Financial Memorandum based upon a template devised by the Treasury. This includes regular meetings with senior officers of the Department and with fellow Lottery distributors.

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. Best practice suggests that a system of internal control should be based on an ongoing process designed to identify and prioritise the risks to the achievement of the NHMF's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. During the year to 31 March 2004, I reviewed our risk management processes in line with updated guidance from the Treasury. I have now made changes to those processes. I expect the National Heritage Memorial Fund will be able to report full compliance with the corporate governance requirements set out in Government Accounting for the year 2004/05.

Capacity to handle risk

The Management Group, comprising the most senior managers of the NHMF, takes the lead on all aspects of risk management. It appoints risk owners and charges them with the creation and application of strategies to mitigate the risk under their control. Risk owners, who are invariably senior members of staff, involve their staff in the risk identification and monitoring processes. In addition, they review the plans of other departments that may have an impact on their risk control.

The Audit Committee, which comprises three Trustees, regularly discusses the risk management process and reports back to the main body of Trustees on the management of risk. Furthermore, both internal and external audit review the risk management processes as part of their work and can provide the benefit of their experience of other organisations' risk management activities.

Staff, from middle management upwards, have received training in risk management techniques from the Civil Service College. All staff are kept informed of the risk mitigation activities through quarterly bulletins issued by me.

The risk and control framework

Management Group devised a risk management statement that details how the NHMF identifies, monitors and controls risks and opportunities. This statement is reviewed regularly. On an annual basis, risks are categorised by considering the likelihood of occurrence should no risk mitigation activity occur and the impact should the risk happen. The risks where the potential impact is deemed high form the NHMF risk register. Management Group then assigns to senior managers (the "risk owners") the task of putting procedures in place to monitor and, where possible, mitigate the risk. Management Group reviews the effectiveness of their work on a quarterly basis. The Audit Committee also regularly reviews and questions the activities of risk owners.

In 2003/04, the NHMF considered the following to be the most significant areas of risk:

- that our income declines, including through a loss of reputation;
- that grants awarded fail to meet our strategic objectives;
- that our heritage aims are not supported by adequate evidence, research and evaluation;
- failure to set and follow efficient procedures correctly or consistently giving rise to the risk of fraud or of making perverse decisions open to challenge in law;
- failure to recruit and retain staff of sufficient calibre;
- inconsistency of message throughout the spread of regional and country offices;
- that we do not take full advantage of profile, advocacy and media opportunities offered by strengthened local presence.

Review of effectiveness

As Accounting Officer, I have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and senior management within the NHMF who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Board, the Audit Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

All reports of the internal auditors are discussed by the Audit Committee with senior members of staff in attendance. Heads of departments that have failings identified by the internal auditors are required to devise a corrective action and set a completion date for that action in consultation with the internal auditors. I receive a regular report from the auditors notifying me of the progress my department heads have achieved in clearing up points raised by both internal and external auditors.

MRS CAROLE SOUTER
DIRECTOR
JUNE 2004



HERITAGE LOTTERY FUND

FINANCIAL REPORT & ACCOUNTS

The Certificate and Report of the Comptroller and Auditor General to the Houses of Parliament and the Scottish Parliament

I certify that I have audited the financial statements on pages 10 to 21 under the National Lottery etc Act 1993 (as amended by the National Lottery Act 1998). These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out on page 13.

Respective responsibilities of the Trustees, the Director and Auditor

As described on page 5, the Trustees and Director are responsible for the preparation of the financial statements in accordance with the National Lottery etc Act 1993 (as amended) and directions made thereunder by the Secretary of State for Culture, Media and Sport, as agreed by HM Treasury and for ensuring the regularity of financial transactions. The Trustees and Director are also responsible for the preparation of the Foreword and other contents of the Annual Report. My responsibilities, as independent auditor, are established by statute and I have regard to the standards and guidance issued by the Auditing Practices Board and the ethical guidance applicable to the auditing profession.

I report my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the National Lottery etc Act 1993 (as amended) and directions made thereunder by the Secretary of State, and whether in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them. I also report if, in my opinion, the Foreword is not consistent with the financial statements, if the Trustees of the National Heritage Memorial Fund have not kept proper accounting records, or if I have not received all the information and explanations I require for my audit.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. I consider the implications for my certificate if I become aware of any apparent misstatements or material inconsistencies with the financial statements.

I review whether the statement on page 6 reflects the National Heritage Memorial Fund's compliance with Treasury's guidance on the Statement on Internal Control. I report if it does not meet the requirements specified by Treasury, or if the statement is misleading or inconsistent with other information I am aware of from my audit of the financial statements. I am not required to consider, nor have I considered whether the Accounting Officer's Statement on Internal Control covers all risks and controls. I am also not required to form an opinion on the effectiveness of the National Heritage Memorial Fund's corporate governance procedures or its risk and control procedures.

Basis of audit opinion

I conducted my audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees and the Director in the preparation of the financial statements, and of whether the accounting policies are appropriate to the National Heritage Memorial Fund's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by error, or by fraud or other irregularity and that, in all material respects, the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them. In forming my opinion I have also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion:

- the financial statements give a true and fair view of the state of affairs of the Trustees of the National Heritage Memorial Fund's Lottery Distribution Activities at 31 March 2004 and of the deficit, total recognised gains and losses and cash flows for the year then ended and have been properly prepared in accordance with the National Lottery etc Act 1993 (as amended) and directions made thereunder by the Secretary of State for Culture, Media and Sport; and
- in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

I have no observations to make on these financial statements.

JOHN BOURN
COMPTROLLER AND AUDITOR GENERAL
28 JUNE 2004

NATIONAL AUDIT OFFICE
157-197 BUCKINGHAM PALACE ROAD
VICTORIA
LONDON SW1W 9SP

10 Income and Expenditure Account for the year ended 31 March 2004

	Notes	£000	2003/04 £000	2002/03 £000
Proceeds from the National Lottery	9		216,474	229,460
NLDF investment income	9	41,544		66,741
Loss on the revaluation of investments at NLDF		(11,703)		(5,277)
			29,841	61,464
			246,315	290,924
Interest receivable			516	479
Repayment of grants	2		198	56
Total income			247,029	291,459
New hard commitments	11	(302,068)		(368,336)
Hard de-commitments	11	12,119		10,507
			(289,949)	(357,829)
Staff costs	3	(8,962)		(8,263)
Over/(under) provision of pension costs	6	177		(1,577)
Depreciation	7	(509)		(446)
Other operating charges	4	(13,127)		(12,774)
			(22,421)	(23,060)
Total expenditure			(312,370)	(380,889)
(Decrease)/increase in funds			(65,341)	(89,430)

There are no gains and losses accruing to the Heritage Lottery Fund other than disclosed in the income and expenditure account. Accordingly, no statement of total recognised gains and losses has been prepared.

All figures shown relate to continuing activities.

The notes on pages 13 to 21 form part of the accounts.

Balance Sheet as at 31 March 2004

	Notes	£000	2003/04 £000	2002/03 £000
Fixed assets				
Tangible fixed assets	7		1,903	2,229
Current assets				
Investments – balance at the NLDF	9	942,570		1,020,047
Debtors	8	1,647		1,970
Cash at bank and in hand		1,072		1,284
			945,289	1,023,301
Creditors: amounts falling due within one year	10		(3,274)	(2,219)
Grant commitments due in one year	11		(297,557)	(296,477)
Net current assets			644,458	724,605
Provision for liabilities and charges	6		(122)	(176)
Grant commitments due in more than one year	11		(362,801)	(377,879)
Total assets and liabilities			283,438	348,779
Represented by:				
Income and expenditure account brought forward		348,779		438,209
Movement in the year		(65,341)		(89,430)
Income and expenditure account carried forward			283,438	348,779

The notes on pages 13 to 21 form part of the accounts.

MRS CAROLE SOUTER
DIRECTOR
JUNE 2004

MS LIZ FORGAN
CHAIR
JUNE 2004

12 Cash Flow Statement for the year ended 31 March 2004

	Notes	2003/04 £000	2002/03 £000
Operating activities			
Cash drawn down from the NLDF	9	323,792	264,828
Cash from other sources		198	56
Cash paid to and on behalf of employees		(9,057)	(12,863)
Cash paid to suppliers		(11,826)	(13,918)
Cash paid to grant and loan recipients		(303,652)	(244,253)
Net cash outflow from operating activities	13a	(545)	(6,150)
Returns on investment and servicing of finance			
Interest received on bank accounts		521	438
Capital expenditure and financial investment	13b	(188)	(1,627)
Decrease in cash		(212)	(7,339)
	Notes	2003/04 £000	2002/03 £000
<i>Reconciliation of net cash flow to movement in net funds</i>			
Decrease in cash in the period		(212)	(7,339)
Changes in net funds	13c	(212)	(7,339)
Net funds at 1 April		1,284	8,623
Net funds at 31 March		1,072	1,284

The notes on pages 13 to 21 from part of the accounts.

1. Statement of Accounting Policies

a) Accounting convention

These accounts are drawn up in a form directed by the Secretary of State for Culture, Media and Sport and approved by the Treasury. They are prepared under the modified historic cost convention. Without limiting the information given, the accounts meet the accounting and disclosure requirements of the Companies Act 1985 and the Statements of Standard Accounting Practice issued by the member bodies of the Consultative Committee of Accountancy Bodies, so far as those requirements are appropriate. The National Lottery Accounts' Directions issued to NHMF in October 2002 by the Secretary of State specifically excludes the preparation of consolidated accounts. Copies of the National Lottery Accounts Direction may be obtained from the Secretary to the Trustees, 7 Holbein Place, London SW1W 8NR.

b) Fixed assets

Depreciation is provided on a straight line basis on all tangible fixed assets, including those held under finance leases, at rates calculated to write-off the cost or valuation of each asset over its expected useful life. These lives are as follows:

short leasehold property	– the life of the lease.
office equipment	– 4–10 years
office fittings	– 4–10 years

c) Allocation of costs

The operations of the National Heritage Memorial Fund are split into two funds – the National Heritage Memorial Fund and the Heritage Lottery Fund – reflecting the two sources of income. The National Heritage Memorial Fund incurs indirect costs which are shared between activities funded by grant-in-aid and activities funded by the National Lottery. The National Heritage Memorial Fund is required to apportion these indirect costs in accordance with the Fees and Charges Guide issued by the Treasury. This cost apportionment seeks to reflect the specific proportion of time and expenses committed to each fund. At the end of the financial year, the proportion of joint costs apportioned to the Heritage Lottery Fund was 99%. The results of the National Heritage Memorial Fund are reported in a separate set of accounts.

d) Taxation

No provision is made for general taxation as the National Heritage Memorial Fund is statutorily exempt. The National Heritage Memorial Fund is unable to recover Value Added Tax charged to it and the VAT inclusive cost is included under the relevant expenditure heads.

e) Pension

The regular cost of providing benefits is charged to the income and expenditure account over the service lives of the members of the scheme on the basis of a constant percentage of pensionable pay. The majority of staff are members of PCSPS and the percentage of pensionable pay is notified by the Cabinet Office at the start of each financial year.

f) Leases

The annual rentals on operating leases are charged to the income and expenditure account on a straight-line basis over the term of the lease.

g) Balances at the National Lottery Distribution Fund

Balances held in the National Lottery Distribution Fund remain under the stewardship of the Secretary of State for Culture, Media and Sport. However, the share of these balances attributable to the Trustees of the National Heritage Memorial Fund is as shown in the accounts and, at the balance sheet date, has been certified by the Secretary of State for Culture, Media and Sport as being available for distribution by the Trustees in respect of current and future commitments.

h) Grant Commitments

"Soft" commitments, as defined by the Accounts Direction of the Secretary of State for Culture, Media and Sport, represent positive decisions made by Trustees subject to the successful completion of a contract. When the contract is successfully completed, the commitments are described as "hard".

i) Loans

Trustees are entitled to make loans to heritage bodies under the Financial Directions of the Secretary of State for Culture, Media and Sport. Interest rates and repayment terms are at the discretion of Trustees.

14 Notes to the Accounts for the year ended 31 March 2004

2. Sundry income

	2003/04 £000	2002/03 £000
Repayment of grants	198	56

3. Staff costs and numbers

	2003/04 £000	2002/03 £000
Salaries	7,101	6,520
Employer's NI payments	521	419
Payments to pension scheme (see note 6)	949	779
Temporary staff costs	391	545
	8,962	8,263

Remuneration of the Chair and Trustees

All Trustees were entitled to receive an annual salary for the time spent on the activities of the National Heritage Memorial Fund. In addition, the National Heritage Memorial Fund re-imbursed travel expenses of certain Trustees from their homes to their office of employment in London, Edinburgh, Cardiff or Belfast. The National Heritage Memorial Fund met the tax liability on these expenses.

The remuneration of those Trustees that received payment, including re-imbursement of taxable expenses and the tax thereon, falls into the following bands. Two Trustees waived their right to a salary.

	2003/04 £000	2002/03 £000
Ms. Liz Forgan (Chair)	40 – 45	35 – 40
Sir Angus Grossart	20 – 25	15 – 20
Professor Tom Pritchard	20 – 25	15 – 20
Mrs. Primrose Wilson	15 – 20	15 – 20
Nicholas Dodd Esq.	10 – 15	10 – 15
Professor Chris Baines	10 – 15	10 – 15
James Wright Esq.	10 – 15	5 – 10
Giles Waterfield Esq.	5 – 10	5 – 10
Lady Lankester	—	5 – 10
Dr. Mike Phillips	5 – 10	5 – 10
Derek Langslow Esq.	5 – 10	5 – 10
Ms. Catherine Graham-Harrison	5 – 10	0 – 5
Ms. Madhu Anjali	5 – 10	0 – 5
Ms. Sue Palmer	0 – 5	—
Earl of Dalkeith	5 – 10	—
Mike Emmerich Esq.	5 – 10	—

All Trustees have three-year appointments, potentially renewable for a second term. They are appointed by the Prime Minister. They are not members of the pension scheme utilised by the National Heritage Memorial Fund. No contributions were made by the Fund to a pension scheme on the Trustees' behalf. All Trustees' remuneration was allocated between the Heritage Lottery Fund and the National Heritage Memorial Fund on the basis of 99%:1%. The total remuneration of Trustees in 2003-04 was £183,132 (2002-03 £135,244).

3. Staff costs and numbers (continued)**Remuneration of employees**

The remuneration of directors was as follows:

	Salary, including performance bonus 2003-04 £000	Salary, including performance bonus 2002-03 £000	Real increase in pension and lump sum £000	Total accrued pension at age 60 and lump sum £000	Cash Equivalent Transfer Value (CETV) at 31/3/04 £000	Real increase in CETV in year £000
Carole Souter Director	100 – 125	—	2.5 – 5 plus 10 – 12.5 lump sum	30 – 35 plus 90 – 95 lump sum	423	53
Stephen Johnson Director of Operations	85 – 90	80 – 85	0 – 2.5 plus 5 – 7.5 lump sum	30 – 35 plus 100 – 105 lump sum	589	24
Judy Cligman Director of Policy	65 – 70	55 – 60	0 – 2.5 plus 5 – 7.5 lump sum	15 – 20 plus 45 – 50 lump sum	205	31
Steve Willis Director of Resources & Planning	85 – 90	80 – 85	0 – 2.5 plus 5 – 7.5 lump sum	30 – 35 plus 100 – 105 lump sum	543	29
Anthea Case	—	120 – 125	—	—	—	—
Simon Olding	—	20 – 25	—	—	—	—

Anthea Case retired as Director on 31 March 2003. As part of her retirement package, the NHMF agreed to pay her pension entitlements until the age of 60, when the Principal Civil Service Pension Scheme will take over responsibility. The cost of this to the NHMF was £107,815 (of which the HLF element was £106,737) which is in addition to the sums in the above table. At 31 March 2004, £48,738 (of which HLF £48,250) had yet to be paid. Simon Olding left his role as Director of Policy on 31 July 2002.

All senior employees had permanent contracts of employment and were ordinary members of the Principal Civil Service Pension Scheme. Their costs were allocated between the Heritage Lottery Fund and the National Heritage Memorial Fund on the basis of 99%: 1% (2002-03: 99%: 1%).

The average number of employees during the year was as follows:

2003/04	Grant applications	Finance & Administration	Policy & Research	Public Relations	Total
senior management	1	1	1	1	4
staff	164	33	9	13	219
secondees	6	1	1	0	8
temporary & contract staff	12	4	3	3	22
Total	183	39	14	17	253

2002/03	Grant applications	Finance & Administration	Policy & Research	Public Relations	Total
senior management	1	1	1	1	4
staff	143	35	6	15	199
secondees	3	1	2	0	6
temporary & contract staff	15	4	2	1	22
Total	162	41	11	17	231

Staff numbers have risen following the opening of new offices within England and the creation of a development function within the Operations department.

16 Notes to the Accounts for the year ended 31 March 2004

4. Operating deficit

The operating deficit is stated after charging the following:

	2003/04 £000	2002/03 £000
Auditor's remuneration	33	32
Payments under operating leases –		
Leasehold premises	1,379	1,325
Hire of office equipment	120	186

An analysis of other operating charges, including the above items, is as follows:

	2003/04 £000	2002/03 £000
Accommodation	2,093	2,003
Postage and telephone	450	548
Office supplies, print and stationery	396	432
Travel, subsistence and hospitality – Trustees	129	92
Travel, subsistence and hospitality – staff	477	552
Professional fees – grant related	3,599	3,636
Professional fees – non-grant related	3,210	2,705
Public relations and communications	1,521	1,386
Office equipment	899	760
Staff training	256	266
Loan write-off and provision for special payment (see note 16)	—	299
Loss on disposal of fixed assets	3	—
Sundry expenses	94	95
	13,127	12,774

5. Recharged costs

As disclosed in note 1 to these accounts, the National Heritage Memorial Fund is required to apportion its costs to the Heritage Lottery Fund. At the end of the financial year, the proportion of joint costs apportioned was 99%. From 1 April 2002, all activities of the National Heritage Memorial Fund were transferred to Holbein Place, London. Consequently, the costs of operating all other offices are fully recharged to the Heritage Lottery Fund.

6. Pensions

Towards the end of 1999/00, the National Heritage Memorial Fund was admitted to the Principal Civil Service Pension Scheme ("PCSPS"). At that time, all current employees, with the exception of one current member of staff, were transferred to the PCSPS. Former employees, in receipt of a pension or with a preserved pension, and one current member of staff remained in the NHMF Pension Scheme. This other NHMF scheme was managed by the Joint Superannuation Services Scheme ("JSS"). The PCSPS is an unfunded multi-employer defined benefit scheme, but the NHMF is unable to identify its share of the underlying assets and liabilities. A full actuarial valuation was carried out at 31 March 2003. Details can be found in the resource accounts of the Cabinet Office; Civil Superannuation (www.civilservice-pensions.gov.uk).

Although the scheme is a defined benefit scheme, liability for payment of future benefits is a charge to the PCSPS. Departments, agencies and other bodies covered by the PCSPS meet the cost of pension cover provided for the staff they employ by payment of charges calculated on an accruing basis. For 2003/04, employer's contributions of £948,558 (2002/03: £778,836) were paid to the PCSPS at the rates set out in the table below. Rates will remain the same for the next two years, subject to revaluation of the salary bands. Employer contributions are to be reviewed every four years following a full scheme valuation by the Government Actuary. The contribution rates reflect benefits as they are accrued, not when the costs are actually incurred, and reflect past experience of the scheme.

Pension benefits are provided through the PCSPS. From October 2002, staff who are members of the scheme can be in one of three statutory based "final salary" defined benefit schemes (classic, premium, and classic plus). New entrants after September 2002 may choose between membership of the premium scheme or can join a good quality "money purchase" stakeholder based arrangement with a significant employer contribution (partnership pension account). The differences between the schemes can be found on the www.civilservice-pensions.gov.uk website.

6. Pensions (continued)

The employer's payments were calculated on the basis of salary banding, as follows:

Salary	% pension contribution
£17,500 and under	12
£17,501 – £36,000	13.5
£36,001 – £62,000	16.5
£62,001 and above	18.5

At the year end, one member of staff was covered by provisions made by the Fund from guidance provided by JSS. JSS provides the Fund with details on the expected provisions that the Fund is required to make each year so as to enable the Fund to meet the pension liabilities that will accrue under the scheme. The last time such advice was given was 31 March 1998. The scheme is a defined benefit scheme. Payments made to retired Fund employees who remain members of the JSS scheme are paid out of the Fund's cash resources, and not through the JSS, which has no assets. As the JSS is a closed scheme, under the projected unit method the current service costs will increase as the member of the scheme approaches retirement. New employees of the National Heritage Memorial Fund do not join the JSS, but instead join the PCSPS.

In March 2003, the National Heritage Memorial Fund received confirmation from the Government Actuary that the cost of transferring its outstanding pension liabilities to the PCSPS was £5.075 million. At the end of March 2003, the DCMS agreed to reimburse the Fund the cost of its pension transfer to PCSPS for those liabilities relating to the the National Heritage Memorial Fund. An estimate of the split between grant-in-aid and Lottery liabilities was included in the accounts for 2002/03 and payments made to PCSPS on that basis. The Government Actuary provided a split of the £5.075 million between grant-in-aid liabilities and Lottery liabilities in September 2003. This revealed that our estimated split understated the grant-in-aid liabilities by £177,220. This meant that the provision in the Heritage Lottery Fund accounts at 31 March 2003 was overstated by that sum and that the HLF had paid too much to PCSPS in March 2003. Correcting payments have yet to be made and the debtor owing is reflected in the table below.

	2003/04 £000	2002/03 £000
Provision at 1 April	176	3,037
Increase in provision to cover transfer to PCSPS	—	1,577
Payment to PCSPS to take on pension liabilities	—	(4,525)
Decrease in pension liabilities identified in 03/04	(177)	—
Amount due from the National Heritage Memorial Fund	177	—
Creation of provision for early retirement of former Director	—	107
Payments to former Director	(58)	—
Increase to provision based upon payroll costs	4	5
Pension payments made	—	(25)
Provision at 31 March	122	176

7. Tangible fixed assets

	Improvements to Short Leasehold Property £000	Office Equipment £000	Office Fittings £000	Total £000
Cost at 1 April 2003	2,078	1,852	724	4,654
Additions	28	160	—	188
Disposals	—	(5)	—	(5)
At 31 March 2004	2,106	2,007	724	4,837
Depreciation at 1 April 2003	480	1,221	724	2,425
Charge for the year	254	257	—	511
Adjustment on disposal	—	(2)	—	(2)
At 31 March 2004	734	1,476	724	2,934
Net book value				
At 31 March 2003	1,598	631	—	2,229
At 31 March 2004	1,372	531	—	1,903

18 Notes to the Accounts for the year ended 31 March 2004

7. Tangible fixed assets (continued)

The Trustees have considered the value of the fixed assets and are satisfied that their value, at 31 March 2004, was not less than their net book value shown in the accounts. No assets were held under finance leases. The value of fixed assets represents a proportionate split of the assets used by the National Heritage Memorial Fund and the Heritage Lottery Fund. A review of the current cost values of fixed assets, at 31 March 2004, revealed no material difference to historic cost values. Therefore, no adjustment has been made in these accounts to reflect current cost values. The improvements to short leasehold property consist of adaptation and refurbishment costs at the premises of the National Heritage Memorial Fund, which are held under operating leases.

8. Debtors

	2003/04 £000	2002/03 £000
Loans to heritage organisations	888	1,183
Prepayments and accrued income	540	559
Amounts owed by NHMF for pensions	177	190
Staff loans	42	38
	1,647	1,970

At the year end, there was one loan to a heritage organisation outstanding. This was a loan of £2,067,500 made in June 1999 to the Royal Academy of Music. This loan is repayable in seven annual instalments, the fourth of which was received in the year leaving an outstanding balance of £887,500. No interest is payable on the loan, unless repayment terms are breached.

The amount of the outstanding loan, due after more than one year, was £592,500 (31 March 2003: £887,500). There were no other balances due after more than one year.

9. Investments

Movement in balances at the National Lottery Distribution Fund:

	2003/04 £000	2002/03 £000
Current cost at 1 April 2003	1,020,047	993,951
Income received from the National Lottery	216,474	229,460
Funds drawn down	(323,792)	(264,828)
Investment return	41,544	66,741
Unrealised loss on investment	(11,703)	(5,277)
Current cost at 31 March 2004	942,570	1,020,047

There is no liability to taxation on gains realised by the NHMF. Investment of this money is carried out by the Commissioners for the Reduction of the National Debt, who add their return to the balance held. Trustees of the NHMF have no control over investment policy. The statement of accounting policies contains further information on this matter.

10. Creditors: amounts falling due within one year

	2003/04 £000	2002/03 £000
Operating creditors	1,568	813
Other creditors including taxation and social security	178	168
Provisions (see note 16)	–	100
Accruals and deferred income	1,528	1,138
	3,274	2,219

None of the liabilities of the Heritage Lottery Fund was secured.

11. Grant commitments

	2003/04 £000	2002/03 £000
Hard commitments		
Brought forward at 1 April	674,356	561,611
Transfers from soft commitments	302,068	368,336
De-commitments	(12,119)	(10,507)
Commitments paid	(303,947)	(245,084)
Carried forward at 31 March	660,358	674,356
	2003/04 £000	2002/03 £000
Soft commitments		
Brought forward at 1 April	483,441	503,880
Soft commitments made	341,266	367,200
Soft de-commitments	(19,512)	(19,303)
Transfers to hard commitments	(302,068)	(368,336)
Balance carried forward at 31 March	503,127	483,441

The balance at the year end represents amounts due to applicants in the following periods:

	2003/04 £000	2002/03 £000
Hard commitments		
In one year	297,557	296,477
In two to five years	362,801	377,879
In more than five years	—	—
	660,358	674,356

12. Commitments

Annual commitments of the Heritage Lottery Fund under operating leases are as follows:

	2003/04 £000	2002/03 £000
Short leasehold property		
Expiring within one year	—	—
Expiring in years two to five	264	—
Expiring thereafter	1,141	1,140
	1,405	1,140
Other operating leases		
Expiring within one year	22	—
Expiring in years two to five	94	93
Expiring thereafter	—	—
	116	93

The Heritage Lottery Fund has no capital commitments contracted for, or capital commitments approved but not contracted for.

20 Notes to the Accounts for the year ended 31 March 2004

13. Notes to the cash flow statement**a) Reconciliation of operating deficit to cash outflow from operating activities**

	2003/04 £000	2002/03 £000
Decrease in funds	(65,341)	(89,430)
Less: interest receivable	(516)	(479)
Add back non-cash items:		
– depreciation	509	446
– loss on disposal of fixed assets	3	–
– re-allocation to current assets	–	27
– decrease in other provisions	(231)	(2,861)
– (decrease)/increase in grant commitment reserve	(13,998)	112,745
– decrease/(increase) in balance at NLDF before unrealised losses	65,774	(31,373)
– unrealised losses on investments at NLDF	11,703	5,277
Decrease in non-interest debtors	497	572
Increase/(decrease) in non-capital creditors	1,055	(1,074)
Net cash outflow from operating activities	(545)	(6,150)

b) Capital expenditure

	2003/04 £000	2002/03 £000
Payments to acquire tangible fixed assets	188	1,627

c) Analysis of changes in net funds

	At 1 April 2003 £000	Cash flows £000	At 31 March 2004 £000
Cash at bank	1,284	(212)	1,072

14. Related party transactions

The National Heritage Memorial Fund is a non-departmental public body sponsored by the Department for Culture, Media and Sport. The Department for Culture, Media and Sport is regarded as a related party. During the year, the National Heritage Memorial Fund and the Heritage Lottery Fund have had various material transactions, other than grant awards, with the Department for Culture, Media and Sport and other entities for which the Department for Culture, Media and Sport is regarded as the sponsor department:

English Heritage	The Millennium Commission
National Lottery Charities Board	The New Opportunities Fund

In addition, the National Heritage Memorial Fund and the Heritage Lottery Fund have had a number of material transactions with other Government departments. Most of these transactions have been with entities that regard the Scottish Executive as their parent department (being Scottish Natural Heritage); the Welsh Assembly (being Cadw); the Government Office for the Regions and the Department for Environment, Food and Rural Affairs (being English Nature and the Countryside Agency); the National Audit Office; the Department for Trade and Industry and the Office of Government Commerce.

As a matter of policy and procedure, the Trustees declare any direct interests in grant applications and commercial relationships with the National Heritage Memorial Fund and exclude themselves from the relevant grant appraisal, discussion and decision processes within the National Heritage Memorial Fund. In their contacts with grant applicants, Trustees seek to avoid levels of involvement or influence that would be incompatible with their responsibilities as a Trustee of the National Heritage Memorial Fund. There are corresponding arrangements for staff to report interests and avoid possible conflicts of interest. The Register of Trustees' Interests is available for public inspection by contacting the Secretary to the Trustees, 7 Holbein Place, London SW1W 8NR.

14. Related party transactions (continued)

During the year, four Trustees of the National Heritage Memorial Fund had interests in six bodies to which Lottery grants were made. In addition, during the year, Liz Forgan, the chair of the Trustees, became the chair of a trust owning a newspaper group. The NHMF spent £72,372 directly with this organisation or via a third party. The Trustees are satisfied that in no such case was there any possibility of personal financial gain for Trustees. Similarly, 28 committee members had interests in 40 bodies to which Lottery grants were made. The Trustees are satisfied that in no such case was there any possibility of personal financial gain for the committee members. No members of staff had any connection with any grants made by the Heritage Lottery Fund in the year.

15. Financial Instruments

FRS 13, "Derivatives and other Financial Instruments", requires disclosure of the role which financial instruments have had during the period, in creating or changing the risks the Heritage Lottery Fund faces in undertaking its role.

Liquidity Risks -

In 2003/04, £216,474,000 (88%) of the Heritage Lottery Fund's income derived from the National Lottery. The remaining income derived from investment returns from the balance held with the National Lottery Distribution Fund £29,841,000 (12%), bank interest and sundry income £714,000 (0%). The Trustees consider that the Heritage Lottery Fund is not exposed to significant liquidity risks as they are satisfied that they have sufficient liquid resources within the NLDF and in the bank to cover all the awards made in the year.

Interest Rate Risks -

The financial assets of the Heritage Lottery Fund are invested in the National Lottery Distribution Fund, which invests in a narrow band of low risk assets such as government bonds and cash. The Trustees have no control over the investment of these funds. At the balance sheet date the market value of investments in the NLDF was £942.6 million. In the year, the average return on these investments was 3.12%. Cash balances, which are drawn down from the NLDF to pay grant commitments and operating costs, are held in instant access variable rate bank accounts which on average carried an interest rate of 3.09% in the year. The cash balance at the year end was £1.1 million. The Trustees consider that the Heritage Lottery Fund is not exposed to significant interest rate risks.

Foreign Currency Risk -

The Heritage Lottery Fund is not exposed to any foreign exchange risks.

16. Losses and special payments

A sum of £13,176 was written off in 2003/04 relating to the fraudulent claiming of grant by a body under investigation by the police. The grant was for the purchase and management of land. Trustees are working with the local council to ensure the continuation and eventual success of the project.

In 2002/03, provision was made for a special payment of £100,000 to a grant recipient due to failings in the processing of grant payments to it. Payment of this sum was made in 2003/04.



HERITAGE LOTTERY FUND

P O L I C Y A N D F I N A N C I A L D I R E C T I O N S

a. Public good

The need to continue to distribute money for projects which promote the public good (including the widening of public access) or charitable purposes, and which are not intended primarily for private gain.

All of our application materials and assessment criteria indicate that we will not make grants for projects concerning individual sites or buildings in private or commercial ownership where private gain is likely to be more than incidental. We have followed up, however, on our Strategic Plan objective to support projects which increase access to and learning about heritage in private ownership by including provision for private owners to apply for projects under the Your Heritage programme for grants of up to £50,000, and this year we have provided further guidance about how this will be interpreted.

b. Cover the complete range of the National Heritage

The need to ensure that the Heritage Lottery Fund considers applications which relate to the complete range of activities connected with the national heritage, taking into account:

- their assessment of the needs of the national heritage and their priorities for addressing them;
- the need to ensure that all parts of the UK have access to funding; and
- the scope for reducing economic and social deprivation at the same time as creating heritage benefits.

We ask questions about whether applications meet a need and fulfil a demand. We continue to make information about the results of studies into the needs of the heritage available on our website. We continue to co-operate locally and nationally with research on the needs for the State of the Historic Environment Reports.

We continue through our work on "coldspots" through our Development teams to seek to ensure that grants below £1m are distributed more evenly across the countries of the United Kingdom and the regions of England. This focus of our development activities is beginning to pay dividends in terms of an increased number of applications from many of these areas, and an increased success rate for those applications which we receive.

Through two of our publications this year – "Park Life" and "New Life" – we have begun to demonstrate the extent to which regeneration is a key priority within our Strategic Plan. In dealing with new applications, we continue to reinforce these messages.

c. Access

The need to promote access, for people from all sections of society, to heritage objects and collections, to the built and natural heritage and to projects which relate to the history, natural history, and landscape of the United Kingdom.

A key criterion for support for every application to the Heritage Lottery Fund is the extent to which projects we support will help people to learn about, have access to and enjoy their heritage. Our published guidance on audience development and access planning, produced in 2002/3, continues to be well used, and applicants' answers to questions we ask about how they propose to ensure that access will be delivered and promoted inform all our judgements about awards of funding.

d. Education

The need to promote knowledge of and interest in the heritage by children and young people.

During 2003/4, we have continued to run our national Young Roots programme offering grants of up to £25,000 for youth organisations to work in partnership with heritage organisations. Many of these projects have been innovative, and the programme has proved so popular that we have decided to run it without deadlines all the year round, rather than to pre-set decision timetables. Promoting knowledge of and interest in aspects of the UK's diverse heritage for children and young people remains a key objective for many HLF-funded projects; of completed projects evaluated since January 2002, nearly 75% state that they have delivered educational benefits, and nearly 48% state that they have a direct link to improving school visits. These figures are up from 70% and 44% from this time last year.

e. Sustainable development

The need to further the objectives of sustainable development.

We continue to require applicants to us to describe the wider social, economic and environmental benefits that their projects will bring and to show how projects will be environmentally sustainable, including such issues as sustainable use of natural materials, reducing waste, recycling and providing access through public transport, foot and cycle rather than by car. In addition we ask applicants to tell us how they will manage, deliver and maintain the benefits of their project in the long term. We ask them to identify, chart and manage the risks that they face and to show how they will measure the success of their project when it is complete.

24 Policy and financial directions

f. Time-limited

The need for funding to be applied to projects that are for a specific, time-limited purpose.

We limit our support for revenue costs to projects which last for up to 5 years. For our Townscapes Heritage Initiative and Landscapes Partnership programmes, we support projects where the funding must be committed within three years, with the aim of spending it within 5 years.

g. Viability

- the need for applicants to demonstrate the financial viability of a project for the period of the grant;
- where capital funding or setting up costs are sought, the need for a clear business plan beyond the period of the grant incorporating provision for associated running and maintenance costs;
- the need for consideration to be given to the likely availability of funding to meet any continuing costs for a reasonable period after completion of the period of the Lottery award.

We ask applicants to provide us with information to demonstrate the financial viability of their project, broken down into capital, activity and other costs, showing what contribution our applicants are proposing to make from their own resources or from other grants or donations. Our guidance on how to produce a Business Plan has been well received. We also ask applicants to show that they will be able to maintain the benefits of the project by meeting expected future running costs, and caring for the heritage item or property in the longer term.

h. Partnership funding

The need for projects to be supported by an element of partnership funding, and/or contributions in kind, from other sources.

We insist on a contribution from all applicants towards their project. For the smallest grants, we recognise that some applicants may not be able to provide this in cash and welcome contributions in kind or in the form of volunteer labour.

i. In partnership

The desirability of working with other organisations, including other distributors, where this is an effective means of delivering elements of their strategy.

We have continued to support Awards for All in partnership with other Lottery Distributors, and during 2003/04 we have explored new ways of making the running of this joint scheme more streamlined. We are also liaising regularly with other lottery distributors at national and local levels, and joining with them in marketing, outreach and publications where this can help our applicants. We have partnership arrangements in place for our Repair Grants for Places of Worship Scheme in England, for our Local Heritage Initiative in England, for our Tomorrow's Heathland Heritage scheme with English Nature, and we have an agreement for staffing from the National Youth Agency to help us deliver our Young Roots programme.

j. Solicit applications

The need to ensure that the Heritage Lottery Fund's powers to solicit applications are used in pursuit of strategic objectives.

We rarely use our powers to solicit specific applications, since the grant programmes set out and attract a wide range of applications to which we can respond. Pre-application advice is always offered on the basis of the extent to which an applicant can best meet the criteria for the programme to which the bid is made.

k. Decisions

The need for sufficient information to make decisions on each application, including independent expert advice where required.

We seek information from applicants about the extent to which the projects they put forward meet our strategic priorities, supplemented by further information about how the project will be delivered in order for risks and opportunities to be fully balanced. We engage continually in a search for ways to simplify the questions we ask and the amount of information we need. We seek expert advice on key aspects of many applications which are made from a range of independent specialists on a diverse range of subjects and aspects of projects submitted to us in order to inform decision taking by staff, Committees and the Board of Trustees.

Policy and financial directions**Financial directions**

Under the National Lottery etc. Act 1993, the Secretary of State has issued Financial Directions to the National Heritage Memorial Fund covering its handling of applications and grants. These are set out below. A copy of the Statement of Financial Requirements is available from the Head of Finance and Administration at the address below.

The Trustees of the National Heritage Memorial Fund ("the Body") shall comply with the requirements contained within the Statement of Financial Requirements attached as an Annex to these directions when carrying out its functions under section 25 of the National Lottery etc. Act 1993 (the "Act") as amended by the National Lottery Act 1998 ("the 1998 Act"). Wherever specified in that Annex. The Trustees of the National Heritage Memorial Fund must obtain the consent of the Secretary of State before carrying out certain activities.

The Trustees of the National Heritage Memorial Fund shall devise and abide by a procedure for handling potential conflicts of interest which may arise in the evaluation of applications by the Body or individual members of that Body. This procedure, together with a statement confirming the arrangements that have been applied, should be provided to the Secretary of State for Culture, Media and Sport ("the Secretary of State") before the distribution of any funds under section 25 of the Act, and thereafter at the beginning of the financial year.

The National Heritage Memorial Fund confirms that it has complied fully with the Directions in the year 2003/2004. The full accounts of the Heritage Lottery Fund incorporate a Statement on the system of internal financial control. This details the control procedures in place by which the Accounting Officer assures herself that compliance with Directions has occurred. The full accounts also incorporate (as note 15) a note on related party transactions and the procedures in place to prevent conflicts of interest occurring.

A register of interests held by Trustees may be inspected during office hours at:

7 Holbein Place

London SW1W 8NR

Please contact the Secretary to the Trustees on 020 7591 6015.



HERITAGE LOTTERY FUND

P E R F O R M A N C E A G A I N S T T A R G E T S

Strategic Plan targets

Strategic Plan targets		31 March 2004		31 March 2003	
1.	50% of the total value of awards will go to grants of under £1m.	37.4%		35.9%	
2.	No more than 25% of the total value of awards will go to grants of £5m and over.	26.3%		33.0%	
3.	Maintain current level of spend on A4A (annual awards figure reported)	£5.0m		£4.9m	
4.	The number of projects to be supported should be in excess of (annual figures reported): Heritage grants – 400; Your heritage – 600; A4A – 1,650; THI – 21; Parks – 30; RPOW – 150; Landscape – 10; LHI – 300; Young Roots - 240	232 new projects (308 inc. existing projects) 507 (510) 1,083 (1,083) 23 (23) 10 (27) 335 (403) 1 (1) 245 (245) 180 (180)		330 (441) 405 (409) 937 (937) 20 (21) 12 (47) 260 (260) 2 (2) 216 (216) n/a	
5.	The percentage of first time applicants to certain programmes will exceed: A4A – 50%; Your heritage – 30%	62% 87%		62% 89%	
6.	Success rate of first time applicants equals or exceeds other applicants A4A Your heritage	1st 58% 83%	Other 57% 89%	1st 51% 86%	Other 51% 92%
7.	Applications from priority areas reach per capita region average during the life of the Strategic Plan.	Met by no region or country Best – NE & WM (met in 83% of priority areas). Worst – London, NI, Scotland, SE and Wales (met in one priority area)		Met by no region or country. Best – NE (met in 83% of priority areas). Worst – NW & SW (met in 0% of priority areas)	
8.	Success rate in priority areas equals or exceeds other areas in the UK.	Met by no region or country. Best – London (met in 80% of priority areas). Worst – Scotland and SW (met in no priority area)		Met by no region or country. Best – WM (met in 67% of priority areas). Worst – SW (met in 0% of priority areas)	
9.	Increased volume of HLF-generated positive media coverage about heritage issues: regional and national;	Met. Recent three year analysis of media coverage indicates continuing upward trend in volume, particularly marked in regional press. Topline findings were presented to MG in November and summarised in the December Communications update to the Board.			
10.	Improved awareness of, and support for, heritage amongst opinion leaders.	Met. The first SP2 benchmark study has now been completed and was discussed at CSG and by MG in March 2004. A presentation is planned for April Trustees. The research indicated a slight improvement in reputation amongst OLs since 2002 and highlighted areas for further work so we should be able to continue to build support over the period of SP2. An action plan was presented to CSG in May.			
11.	Deliver 3 public events on heritage issues	Met. Publicly promoted events on regeneration took place in Liverpool in January and Glasgow in March. The first citizens' jury involving lay members of the public took place in Slough in December 2003. In addition HLF's support for BBC Restoration, and the public involvement in deployment of HLF support, was a high profile public forum for the Fund.			

28 Corporate Performance Indicators

Strategic Plan targets

This is the second year of our 2002-7 Strategic Plan and the following notes are a commentary on our progress towards meeting the targets we have set ourselves over the lifetime of the plan.

Indicator 1

The Board committed £142.3m in 2003/04 to grants of more than £2m, and only a small amount of the Committee budgets were awarded as grants of more than £1m. As a result, the two-year figure for grants of less than £1m increased by 1.5%.

Indicator 2

The Board committed £65.7m in 2003/04 to awards of more than £5m. This figure is only around 20% of the total 2003/04 award figure of £341.1m and this is within the target: over 2 years, the figure awarded to projects of more than £5m has been just a little over 25%.

Indicator 3

This figure for expenditure on A4A throughout the UK marginally increased against last year's figure.

Indicator 4

It is proving increasingly difficult to predict the numbers of grant awards which will be made within the changing balance of the programmes we run, the size of bids we receive for the amount of award funding available, and the pattern of demand. In numerical terms, therefore, it has not been possible within the resources we had available in 2003/04 to make the predicted numbers of Heritage Grants.

Your Heritage Grants, however, as expected, grew by more than 100 applications, but not quite up to the 600 figure we had hoped to meet. A4A, Parks, LHI and Young Roots all fell numerically short of the targets we set: but resources have been fully used. THI and RPOW both exceeded their expected targets. Most disappointingly, but perhaps not unexpected, is the failure to attract more than 1 Landscape Partnership Scheme application, though active planning is taking place on a number of schemes.

No target was set for project planning grants. Whilst they are a separate programme, many of the awards help projects that will eventually return as applications under one of the above programmes.

Indicator 5

A4A data is not available for Northern Ireland, Scotland or Wales.

Intended as a measure of the extent to which our smaller grant programmes are continuing to attract new audiences to the heritage, the A4A figure continued to exceed target by more than 10% while the YH figure remained impressive in terms of the applicant base it attracted.

Indicator 6

A4A data is not available for Northern Ireland, Scotland or Wales.

It is intended as a measure to show that first time applicants are not disadvantaged by their lack of familiarity with HLF. The A4A figure remained more or less on target, while the Your Heritage figure showed some slippage from last year's figure, with first time applicants still lagging some 5% behind those who were repeat applicants.

Indicator 7

This excludes decisions not recorded on NCS/GEMS; i.e. A4A, LHI and RPOW (England).

The figures still show work in progress to raise the profile of HLF in some of the toughest areas for us to reach with our funding. All teams have been able to report some success here.

Indicator 8

This excludes decisions not recorded on NCS/GEMS; i.e. A4A, LHI and RPOW (England).

The success rate of applicants from our priority development areas is a measure of the extent to which we are encouraging supportable applications to come forward. Not only do these figures become cumulative over the 5 years of the Strategic Plan, but success values overall also keep changing as further grant awards are made – so we are chasing a constantly moving target.

These figures are for the year to 31 March 2004

Indicators of service level

	March 2004	March 2003
1. All applications will be assessed against key criteria within 3 months of receipt and failures notified at that stage.	70% average 77 days	69% 75 days
2. The average time from receipt to decision:		
Heritage grants programme –		
• Stage 1 – 6 calendar months	6.4 months 47% met the target	6.7 months 47%
• Stage 2 – 4 calendar months;	5.6 months 48% met the target	5.2 months 53%
Your Heritage – 3 calendar months;	3.4 months 49% met the target	3.5 months 48%
THI – 5 calendar months;	4.6 months 100% met target	4.5 months 13%
RPOW – 6 calendar months;	5.4 months 85% met target	5.8 months 55%
Public Parks Initiative –		
• Stage 1 – 6 calendar months;	11.7 months 15% met target	11.2 months 35%
• Stage 2 – 4 calendar months	6.8 months 25% met target	7.3 months 6%
Landscape Partnership –		
• Stage 1 – 6 calendar months;	5.5 months 100%	7.1 months 0%
• Stage 2 – 4 calendar months	n/a	n/a
LHI – 3 calendar months;	2.2 months	2.4 months
A4A – 3 calendar months;	2.2 months	1.9 months
3. Decisions will be placed on HLF's website within 10 working days of the meeting.	Website updated on average of 10 days.	Four days better.
4. Successful applicants will be issued with a contract within 35 working days.	90% average 17 days	81% 28 days
5. Grant payments will be made to the applicant, on average, within 15 working days from receipt of the payment request.	Operations 4 days 94% met the target Finance 2 days Total 6 days	Ops 6 days 89% Finance 2 days Total 8 days
6. All cases referred to the Review and Complaints Committee will be determined within four months.	No meetings this year	No meetings this year
7. A survey of grant applicants will show a 70% satisfaction rating with HLF's service (for assessment) and 82% (for monitoring).	Assessment – 74% Monitoring – 85%	Assessment 69% Monitoring 81%
8. The unit cost of processing grant applications, excluding the cost of post-decision monitoring and evaluation, will be less than £2,400 for all applications.	£2,153	£2,366

30 Corporate Performance Indicators

Indicators of service level

Indicator 1

This indicator excludes awards not individually recorded on NCS/GEMS; i.e. A4A, LHI and RPOW (England).

Performance in initial assessment of cases took on average 77 days, 2 days slower than in 2002/3. In 30% of cases we are not recording that we meet this target. In some cases, this is because we proceed straight to full assessment.

Indicator 2

This indicator excludes RPOW (England)

There are improvements to report on the figures recorded in 2002/03 on a number of the processing times against individual grant programmes, and we were very close to meeting the targets on average for Heritage Grants and Your Heritage. Our batched and managed programmes – often with an assigned timetable – are those kept most closely to schedule.

Stage 2 applications for Heritage Grants and for Public Parks continued to cause problems. Continuing issues over the complexity of the proposals and our need to ensure the quality of the outcomes have made it difficult for us to reduce processing times. Public Parks continued to cause difficulty at stage 1 as well. We decided to extend the target time for PPI in 2004/5 to reflect the fact that assessment of these cases is almost always extended.

Indicator 4

This indicator excludes awards not individually recorded on NCS/GEMS; i.e. A4A, LHI and RPOW (England).

We continued to improve performance and previous delays in dealing with contracts should also now be averted by our inclusion of the contract documents with application packs.

Indicator 5

This indicator excludes payments not made via NCS/GEMS; i.e. A4A, LHI and RPOW (England).

We have substantially reduced the processing time for grant payments this year.

Indicator 7

Customer satisfaction levels with both our assessment and monitoring work, reasoned by independently conducted telephone surveys, shows satisfaction running at 3-4% above predicted levels.

Indicator 8

This figure includes A4A, LHI and RPOW (England).

Monitoring

Monitoring projects underway continues to be a major part of our work. During the year, the number of live cases being monitored continued to rise from last year's levels, from around 3300 in April 2003 to 3700 in March 2004. Around 2000 of these have been designated low risk and are "self-monitored" by applicants reporting to our staff, and 1500 have been designated high or medium risk and are monitored by external consultants.

During 2003/04, we have taken steps yet again to simplify our requests for information about the progress of their project in those cases where we are expecting our applicants to keep us informed, without independent scrutiny. An independent survey of a sample of those who have received grants from us in the recent past indicated during the year that 73% of those consulted thought that the amount of information we are currently seeking is about right.

Evaluation

As reported in previous years, HLF continues to deliver a programme of evaluation of completed projects, of grant programmes and of the impact and benefits of our grants. This year we have improved our partnership working with other organisations to improve understanding and methodology for the evaluation of the impact of funding to the heritage. For example we have convened and chaired regular meetings of the UK-wide Historic Environment Research Group, which have primarily focussed on the evaluation of needs and benefits, and joined the CABI Space Research Steering Group which commissioned research into the economic benefits of green space.

Standard evaluation

Standard Evaluation of over 500 completed projects has shown that 98% stated that they delivered at least one of the HLF's strategic plan priorities. 82% of the projects have achieved their objective of improving access. 96% believe their project has provided benefits to the local community, while 75% have provided educational benefits.

Programme evaluation

An evaluation of our Project Planning Grants scheme in its first year of operation is intended to determine whether these grants are effective in helping organisations to deliver stronger projects. The first report has revealed that 94% of PPG grantees believe that the funded research and other works will be useful even if they do not receive a subsequent Heritage Grant. 30% of grantees would not have considered making a Heritage Grants application if Project Planning Grants were not available.

The long term evaluation of the Young Roots programme designed for 13-20 year olds began this year and will continue to 2007. It will be investigating the delivery of the programme and its impact on participants, partners and local communities. The first report is due in September 2004.

Evaluation of the Local Heritage Initiative, run jointly with the Countryside Agency, reviewed the distribution and nature of projects funded and will be used to inform the future of the scheme, having been shared with stakeholders at an annual conference.

Thematic impact evaluation

We commissioned an evaluation of the impact of heritage education activity, due to report in early 2005. This will provide an analysis of the impact of HLF funding for curriculum-linked learning for 5 – 19 year olds on learners, teachers, schools, colleges and heritage organisations. The results will be used to inform grant making and best practice and will be communicated in publications and events.

An overview of the social, environmental and economic benefits of HLF funding has been commissioned to pull together existing evidence, review methodology and help place HLF investment within the broader context of Government objectives. Economic impact assessments have also been carried out on two large projects, the national Maritime Museum Falmouth and the Old Moore and Dearne Valley. These have collected baseline data which can be followed up in the future and have also given us valuable insights into how we and applicants can better measure impact. An overview of the contribution of HLF funding to regeneration was used to inform the publication *New Life* and major conferences on regeneration in Liverpool and Glasgow.

Research into land and biodiversity projects has identified the distribution and benefits of HLF funding to this area and helped to identify needs for further funding. The results will be widely used and in the first instance will inform a publication entitled *Wild Life* due in June 2004.

Results of employment monitoring

1. Under Articles 5(1), 5(2) and 5(3) of the Race Relations Act 1976 (Statutory Duties) Order 2001, the Fund has a duty to monitor, by reference to the racial groups to which they belong, and to report annually:

(a) the numbers of –

- staff in post, and
- applicants for employment, training and promotion, from each such group, and

(b) the numbers of staff from each such group who –

- receive training
- benefit or suffer detriment as a result of its performance assessment procedures
- are involved in grievance procedures
- are the subject of disciplinary procedures; or
- cease employment with the Fund

2. Results of monitoring carried out in 2003/04.**2.1 Staff in post as at 31 March 2004**

Ethnic origin and sex of all employees as at 31.03.2004

Ethnic Origin	All employees		Women		Men	
	Total	% of total	Total	% of total	Total	% of total
African	3	1.2	2	0.8	1	0.4
Any Chinese	2	0.8	0	—	2	0.8
Any other	6	2.4	6	2.4	—	—
Bangladeshi	3	1.2	3	1.2	—	—
Black African & White	1	0.4	1	0.4	—	—
Black Caribbean & White	1	0.4	0	—	1	0.4
Caribbean	5	2.0	5	2.0	—	—
Indian	4	1.6	3	1.2	1	0.4
Other Asian	1	0.4	1	0.4	—	—
Other mixed ethnic	2	0.8	2	0.8	—	—
Pakistani	1	0.4	1	0.4	—	—
White	226	88.6	157	61.6	69	27.1
Total	255	—	181	71	74	29
Total (ethnic minority)	—	11.4	—	9.4	—	2.0

Applications for employment in 2003/04

Monitoring information of job applicants who applied to our response handling agency between April 03 to March 04

Bartlett Scott Edgar Recruitment Monitoring information

Type	Item	Info Request	Returned Applications	Shortlisted	Successful at Interview
Age	25 – 34	809	286	79	13
Age	35 – 44	460	153	35	5
Age	45 – 54	290	110	22	—
Age	Not Stated	712	10	2	—
Age	Over 54	75	24	5	—
Age	Under 25	410	142	19	5
Disability	No	1959	692	150	22
Disability	Not Stated	710	11	2	—
Disability	Yes	87	22	10	1
Ethnic origin	African	50	11	1	—
Ethnic origin	Asian and White	11	4	1	1
Ethnic origin	Asian Other	14	5	—	—
Ethnic origin	Bangladeshi	9	4	—	—
Ethnic origin	Black African and White	5	2	—	—
Ethnic origin	Black Caribbean and White	1	—	—	—
Ethnic origin	Black Other	10	2	—	—
Ethnic origin	Caribbean	25	8	—	—
Ethnic origin	Chinese	6	1	—	—
Ethnic origin	Indian	35	12	3	1
Ethnic origin	Mixed Other	15	6	2	—
Ethnic origin	Not Stated	775	80	16	—
Ethnic origin	Other	105	56	16	3
Ethnic origin	Pakistani	16	4	—	—
Ethnic origin	White	1679	530	123	18
Gender	Female	1549	401	105	18
Gender	Male	1191	318	56	5
Gender	Not Stated	16	6	1	—
Nationality	British or Mixed British	1333	356	84	14
Nationality	English	231	140	30	3
Nationality	Irish	147	56	14	1
Nationality	Not Stated	718	24	6	1
Nationality	Other	104	39	7	—
Nationality	Scottish	201	102	19	4
Nationality	Welsh	19	8	2	—

Agency Monitoring information of job applicants between 01/04/04 – 31/03/04

Type	Grade F Applications	Successful – Grade F	Grade E Applications	Successful – Grade E
Number	66	6	7	1
Disability	1	—	—	—
Age – Under 25	35	5	—	—
Age – 25-34	19	1	3	1
Age – 35-44	6	—	2	—
Age – 45-54	4	—	2	—
Age – over 54	2	—	—	—
Gender – Male	23	—	—	—
Gender – Female	40	6	7	1
Gender – Unknown	1	—	—	—
Nationality (A) British	49	5	7	1
Nationality (B) English	13	1	—	—
Nationality (C) Irish	—	—	—	—
Nationality (D) Scottish	—	—	—	—
Nationality (E) Welsh	—	—	—	—
Nationality (F) Other	5	—	—	—
Asian; Bangladeshi	—	—	—	—
Asian; Indian	1	—	—	—
Asian; Pakistani	—	—	—	—
Any other Asian Background	1	—	—	—
Black; African	3	1	—	—
Black; Caribbean	2	—	1	—
Any other Black background	—	—	—	—
Any Chinese background	1	—	—	—
Mixed; Asian & White	1	—	—	—
Mixed; Black African & White	—	—	—	—
Mixed; Black Caribbean & White	1	—	—	—
Any other mixed ethnic background	1	—	—	—
Any white Background	43	7	6	1
Any other ethnic background	—	—	—	—

Note: data collection for agency vacancies in 2003/04 was incomplete. Measures have been taken to cover all recruitment in 2004/05.

2.3 Applications for, and numbers of staff receiving, training

During 2003/04, there were 80 successful applications for external training made by white employees, and 4 successful applications made by employees in all other racial groups. The Fund's database on internal training and development recorded 1023 training days for white employees in 2003/04, and 76 training days for employees in all other racial groups.

2.4 Applications for internal promotion

During 2003/04, 10 white employees were promoted internally.

Note: next year figures will be produced that show a breakdown for applications received and not just successful applications.

2.5 Outcome of performance assessment procedures (for year ended 31.03.2004)

Ethnic origin of employees, by appraisal rating for 2003/04

Ethnic Origin	Outstanding	Good	Acceptable	Unsatisfactory
African	—	3	—	—
African and White	—	1	—	—
Any Chinese	—	2	—	—
Any other	1	3	—	—
Bangladeshi	—	2	—	—
Caribbean	—	4	1	—
Indian	—	2	—	—
Other Asian	—	2	1	—
Unknown	—	—	1	—
White	35	143	27	—
Totals	36	162	30	—

Note: based on partially incomplete data, as available at 30.05.04

2.6 Number of employees involved in grievance procedures during 2003/04

There were two formal grievances from white employees.

2.7 Number of employees subject to disciplinary procedures during 2003/04

White employees: 5

All other racial groups: 3

2.8 Number of employees leaving the Fund's employment in 2003/04

White employees: 43

All other racial groups: 2

2.9 Ethnic origin of temporary staff in the organisation between 1st Jan 04 to 31st March 04

White employees: 9

Non white employees: 3

Note: Figures for 2003/04 are incomplete. Figures covering the full year will be available next year.

3. Specific duties

The specific duties on employment which the Order places on public authorities, including the Fund, are designed to provide a framework for measuring progress in equality of opportunity in public-sector employment. They are also aimed at providing monitoring information to guide initiatives that could lead to a workforce which is more representative of the communities in which it is based and which it serves.

The Fund has this year adopted positive action in its recruitment advertising to encourage job applicants from ethnic minorities, recognising that its workforce is not broadly representative of local or national diversity.

The Equality Steering Group has initiated a training programme on equality in employment and in the wider functions of the Fund, which is being delivered intensively to all staff this year and regularly in future years.



HERITAGE LOTTERY FUND

PROGRESS ON PROJECTS + £5 MILLION

The following table shows the progress on uncompleted projects involving £5m or more of Lottery funding.

Project title	Total project cost	Grant amount	% Grant Paid to date	Latest site report
Air Space Duxford	£19,443,420	£9,000,000	12%	Enabling works complete. Decanting of collections to commence in April 2004. Anticipated completion date is April 2006.
Battersea Park (London, Wandsworth)	£10,865,787	£7,500,000	74%	Three out of four work packages complete. Anticipated completion date June 2004.
Big Pit: National Mining Museum of Wales	£7,085,427	£5,278,000	85%	Project complete with the exception of snagging. Official project launched April 2004.
Birkenhead Park	£11,381,645	£7,423,000	1%	Design phase for Grand Lodge nearing completion. Anticipated completion date end of 2008.
Birmingham Town Hall	£24,540,076	£13,500,000	0%	Work not yet started. Anticipated completion date summer 2006.
British Film Institute, Berkhamstead	£18,500,000	£9,149,560 (original grant £13,875,000 – less decrease £4,725,440)	88%	Project almost complete. Awaiting final drawdown.
Cardiff Castle	£7,782,940	£5,742,500	32%	Conservation and research element largely complete. The anticipated date for completion is 2004/2005.
Chatham Historic Dockyard	£17,372,000	£13,029,000	89%	Three main areas of work remaining. Anticipated completion date for all areas spring 2004.
Christ Church Spitalfields, Tower Hamlets, London	£9,446,182	£5,984,500	73%	Phase 2 works have begun on site. Anticipated completion date is the end of 2004.
City & County Museum, Lincoln	£11,023,870	£5,141,000	19%	Work begun on site in February 2003. Anticipated date for completion June 2005.
The Darwin Centre II	£65,820,000	£14,900,000	0%	Work not yet started. Anticipated completion date?
Dean Gallery, Edinburgh	£8,331,158	£6,311,000	90%	Project complete. Final grant drawdown currently being assessed.
East Park Restoration, Kingston upon Hull	£6,972,742	£5,402,000	0%	Preparatory work under way. Anticipated completion date summer 2006.
Fitzwilliam Museum Courtyard Development	£11,404,688	£5,626,000	90%	Museum due to re-open in June. Anticipated completion date for the project is December 2004.

38 Progress on Projects

Project title	Total project cost	Grant amount	% Grant Paid to date	Latest site report
Football Museum, Preston	£14,020,201	£9,384,000	98%	Museum opened in February 2001. Grant for access and education improvements will be drawn down in 2004/2005.
Gilbert Collection, Somerset House, London	£30,750,000 (capital grant £20.75m + endowment £10m)	£30,750,000	97.5%	Opened to the public May 2000. Final grant drawdown awaited.
Glasgow Green, Glasgow	£14,580,000	£8,821,000	55%	Six ongoing contracts remain out of a total of fifteen. Anticipated completion date October 2004.
John Rylands Library, Manchester	£15,007,098	£8,194,000	4%	Demolition work underway. Anticipated completion date spring 2006.
Kelvingrove New Century Project, Glasgow	£25,508,000	£12,793,000	0%	Design work in hand. Anticipated completion date December 2006.
Kennet & Avon Canal, Devizes	£33,240,000	£25,000,000	99%	Project complete and official opening held. Final payment to be made pending 'cruiseway' status confirmation.
Leeds City Museum	£25,972,000	£19,479,000	0%	Currently out to tender. Anticipated completion date June 2007.
Lowry Centre, Salford	£21,563,700	£10,875,000	98.5%	Capital scheme now complete. Final drawdown awaited.
Manchester City Art Gallery Phase II Expansion Project	£24,731,000	£18,800,000	97%	Fit out largely complete and gallery opened to the public in May 2002. Anticipated completion date December 2004.
Murray's Mill, Ancoats	£11,800,000	£7,164,563	0%	Preparatory work under way. Anticipated completion date June 2005.
Museum in Docklands, Tower Hamlets, London	£17,999,950	£15,298,000	90%	Capital phase complete. Drawdown on 3 year revenue phase underway. Anticipated date of completion April 2006.
Museum of Science and Industry, Manchester	£13,200,000	£8,800,000	88.5%	Construction work complete. Remaining two galleries will be complete in 2004 and 2005.
National Maritime Museum, Falmouth	£28,180,286	£17,285,925	95%	The project is almost complete and the museum is now operational.
National Waterfront Museum Swansea	£30,894,398	£10,699,000	16%	Enabling works commenced January 2003. Anticipated date for completion March 2005.
NMGM 2001 (National Museums Liverpool)	£36,686,790	£32,161,000	80%	The main capital base build now complete. Fit out work progressing and most packages let to allow work to commence. Expected completion date Autumn 2005.

Project title	Total project cost	Grant amount	% Grant Paid to date	Latest site report
Playfair Project, Edinburgh	£25,667,000	£7,390,000	72%	Works underway. Anticipated completion date October 2004.
Restoration of the London Coliseum	£14,531,390	£10,650,000	73%	Anticipated completion date for remaining construction elements is August 2004. Official opening took place February 2004.
Roundhay Park, Leeds	£8,195,174	£6,111,000	18%	Work has commenced on site. Anticipated completion date May 2006.
Royal Albert Hall Development, London	£57,690,000	£20,180,000	97%	Project complete. Final drawdown anticipated.
Royal Festival Hall Project (Foyers)	£21,727,000	£15,000,000	0%	Detailed planning for project underway. Due to complete November 2006.
Rural History Centre, Reading	£10,485,000	£5,170,000	48%	Works under way. Project should be operational by spring 2005.
Saltwell Park, Gateshead	£9,300,000	£6,949,000	76%	Project is progressing within programme and budget. Anticipated completion date is March 2005.
Sheffield Botanical Gardens	£6,751,015	£5,063,800	77%	Construction under way. Anticipated completion date is September 2004.
Sheffield City Museum & Mappin Art Gallery	£16,800,000	£12,600,000	9%	Work begun on site in March 2003. Anticipated date of completion December 2005.
ss Great Britain – Securing the Heritage Core	£11,224,530	£8,473,000	30%	Restoration work to the ship has begun. Anticipated completion date April 2005.
St George's Hall, Liverpool	£17,916,264	£12,598,000	56%	Repair and refurbishment in progress. Anticipated completion date summer 2004.
Stanley Mills, Perthshire, Scotland	£6,813,000	£5,127,000	49%	Completion of physical works on site due September 2004. Anticipated date for completion is December 2005.
Stowe House Preservation Plan – Phase II	£7,371,000	£5,528,000	21%	Phase 1 of the project completed in September 2002. Anticipated completion date for the phase 2 project is March 2005.
Tower Environs, London	£15,154,808	£5,533,000	77%	Works underway. Target completion date is May 2004.
Unlocking the Archives, Royal Geographical Society	£6,718,083	£5,040,000	85%	Project almost complete. Building will be opened in June 2004.



HERITAGE LOTTERY FUND

G R A N T S A W A R D E D + £ 1 0 0 , 0 0 0

AIPs over £100k in 2003/04**North West**

Towneley Park Restoration	£2,017,000
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South East

Dungeness Shingle & Wetland Project	£540,000
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Hastings Museum Access, Environmental & Display Improvements	£863,500
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SIPs over £100k in 2003/04**Eastern**

Dovercourt Townscape Heritage Initiative	£460,000
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Eley's Maltings Care & Community Resource Centre, Bury St Edmunds	£802,000
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Restoration & Development of the Theatre Royal, Bury St Edmunds	£1,950,000
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Warner Archive to Braintree	£1,908,500
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East Midlands

Foxton Locks	£1,378,000
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Louth THI	£420,000
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The Re-Interpretation of Wollaton Hall & Park	£4,500,000
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The Wellingborough Museum	£867,000
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Vulcan To the Sky	£2,497,000
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London

Covent Garden Project	£8,608,000
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England's Past for Everyone	£3,598,000
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Kew Palace in Kew Gardens – a Royal Domestic Retreat	£1,483,000
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London, Bushy Park	£4,500,000
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Manor Farm – Restoration and Development	£1,715,000
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Museum of Croydon	£914,500
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Redevelopment of the Museum of Childhood at Bethnal Green (Phase 2)	£3,500,000
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Restoration of St John at Hackney Churchyard Gardens	£1,790,000
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Restoration of St Stephen's, Rosslyn Hill	£2,048,000
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Science In The Making	£4,500,000
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St George's Bloomsbury Restoration Project	£2,300,000
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St Martin in the Fields	£13,377,000
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St. George in the East Church Gardens	£1,163,000
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The Bruce Grove Core Centre	£1,000,000
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Time and Space – Developing the Royal Observatory Greenwich	£6,789,000
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North East

Old Sunderland Townscape Heritage Initiative	£900,000
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Regional Resource Centre (Phase 2)	£2,075,000
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Northern Ireland

Billy Parish Church	£100,000
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Causeway Museum Service Outreach Project	£150,500
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Divis and Black Mountain	£1,330,000
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Astley Park, Chorley	£1,943,000
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North West

Avenham and Miller Parks Refurbishment	£2,712,000
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Bluecoats Arts Centre	£1,500,000
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Darwen Town Centre THI	£1,000,000
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Talbot Square THI	£1,000,000
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The Restoration Fund – Manchester Victoria Baths	£3,000,000
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Victoria Park, Widnes	£1,481,500
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Scotland

Banff Renaissance THI	£625,000
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Blackburn House	£1,827,000
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Christ Church, Morningside, Edinburgh	£106,700
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Gardyne's Land	£1,495,000
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Lochwinnoch parish church	£120,000
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Nadair 2 – Landscape Partnership Programme Co-ordination, Argyll Islands	£2,216,000
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Parkhead Cross THI	£1,400,000
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St Andrews Episcopal Church, Callander	£151,600
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The Heritage Hub	£1,638,000
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42 Grants Awarded

The Kibble Palace, Glasgow Botanic Gardens, Glasgow	£3,491,000
The Kinghorn and Burntisland THI	£990,000

South East

Boomerang Kids Club	£309,500
Museums' Renaissance in Bexhill	£931,500
Odiham Castle	£409,000
Ramsgate Seafront Townscape Heritage Initiative	£750,000
Ryde Inner Core Heritage Initiative THI	£750,000
Woking Museum Arts & Crafts Centre	£1,364,500

South West

Camborne, Tuckingmill and Roskear THI	£800,000
Creating the Museum of Bristol: The People's Story	£10,277,000
Mineral Tramways Heritage Project	£1,602,000
Nothe Fort Structural Fabric and Repair Project	£1,809,000
Penzance Townscape Heritage Initiative	£1,200,000
Swindon Lydiard Park	£3,004,000
Tewkesbury Heritage Interpretation Project	£1,339,000
Torquay Waterfront Regeneration	£600,000
Wheal Martyn China Clay Museum – Regeneration Prog Phase I	£832,000

Wales

Caring for Cardigan (Aberteifi THI)	£735,000
Denbigh Townscape Heritage Initiative	£1,500,000
Lower Dock Street THI, Phase II	£800,000
Skomer Island Heritage Experience	£1,675,000
St Cybi's church	£100,000

West Midlands

Aston Hall & Park	£4,152,000
Coventry History Centre & Galleries	£1,912,000
Divided World – Connected World	£4,900,000
Far Gosford Street – Townscape Heritage Initiative	£1,700,000
Jackfield Tile Museum & Factory – Phase III	£2,000,000
Locomotive Display Shed & Visitor Centre (Railway Adventure), Worcestershire	£3,264,000
Lozells and Soho Hill Townscape Heritage Initiative	£800,000
Refurbishment of Curzon Street	£2,522,000
Restoration of Stourport Canal Basins	£1,678,000
The Wedgwood Museum	£5,867,000

Yorkshire and The Humber

Grimsby – Peoples Park Renaissance	£1,651,000
Halifax THI	£1,400,000
Huddersfield THI	£595,000
Restoration and Development of Abbey House for YHA Whitby	£1,460,000
Shibden Park Restoration Scheme	£3,955,000

RPOW S1Ps over £100k in 2003/04**East Midlands**

Church of All Saints	£171,000
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London

Church of St Alban with St Augustine	£105,000
Holy Trinity and St Matthias Lambeth	£136,000
St Andrew's Church Wandsworth	£147,000
St Mary the Virgin Camden London	£112,000
St Thomas the Apostle Church Islington	£109,000

North East

St Michaels Church Newcastle on Tyne	£141,000
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North West

All Saints Stand Whitefield Bury Greater Manchester	£104,000
Besses O'Th'Barn United Reform Church Bury Greater Manchester	£116,000
Higher Crumpsall and Higher Broughton Synagogue Salford	£111,000
Holy Cross Parish Church Wirral	£105,000

Grants Awarded

Holy Trinity Church Oldham Greater Manchester	£122,000
North Shore Methodist Church	£156,000
St John the Evangelist Liverpool	£149,000
St Mary's Church Widnes Greater Manchester	£164,000
St Michael with St Bartholomew Bolton Greater Manchester	£118,000
St Peter's Crewe and Nantwich	£100,000
St Stephen and all Martyrs' Church Oldham Greater Manchester	£166,000
St Thomas's Church Rochdale	£193,000

South East

All Saints Birling Tonbridge Kent	£152,500
Church of St Alban the Martyr Southampton	£185,000
Church of St John the Apostle New Forest	£173,000
St John the Baptist	£116,000
St Mary de Haura Shoreham by Sea West Sussex	£255,000
St Mary of the Assumption North Marston Bucks	£115,000

South West

All Saints Caradon Cornwall	£117,000
All Saints Torbay	£137,000
St Bartholemew's Churchdown Tewkesbury Glos	£104,500
St John the Baptist Weymouth	£123,000

West Midlands

Church of the Holy Trinity	£193,000
St James the Great Worcester	£135,000
St Leonard Charlecote Warwickshire	£144,000
St Mary's Church Birmingham	£209,000
St Michael and all Angels North Shropshire	£141,000

Yorkshire and The Humber

All Saints Rotherham Yorks	£107,000
Christian Life Church Bradford Yorks	£129,000
Holy Innocents Kirklees Yorks	£114,000
Keighley Shared Church Bradford Yorks	£119,000
Selby Abbey Selby Yorks	£170,500
St Anne in the Grove Calderdale Yorks	£134,000

Full awards in 2003/04**East Midlands**

7-13 Bridge Street, Horncastle, Lincolnshire	£667,000
Acquisition of 'Richard Arkwright Junior'	£999,500
Alford Manor House, Museum & Gardens	£1,299,000
Attenborough Nature Reserve Visitor & Environmental Education Centre	£242,500
Belper & Milford THI	£1,000,000
Caistor Town Centre THI	£750,000
Community Heritage Initiative	£516,000
Creswell Village & Model Village (Phase II) THI	£1,400,000
Creswell Village and Model Village Phase 3 THI	£1,810,000
Environment Gallery, Mansfield Museum and Art Gallery	£211,500
Fashion Gallery Snibston Discovery Park	£680,000
Mansfield (Nottinghamshire) THI	£750,000
Maurice Lea Memorial Park	£643,500
Nature Detectives	£373,500
Newarke Houses Museum	£1,000,000
Nottingham Playhouse – to Moro	£1,236,000
Purchase and repair of Wigston Framework Knitters Museum	£182,500
Queens Park, Chesterfield	£2,795,000
The Re-Interpretation of Wollaton Hall & Park	£336,300
The West Shed – Library & Workshop Extensions	£610,500

Eastern

Acle/Halvergate Extension	£267,000
Ancient House Museum Development, Thetford	£949,000
BTO Resource Centre	£379,000
Cromer Museum Access & Redevelopment Project	£299,500

Diverse Museums; Diverse Hertfordshire	£161,500
Dragon Hall	£1,362,000
East Hertfordshire Learning & Outreach Project	£159,500
Enhancing Environmental Education in Essex Country Parks	£120,000
Fisher Theatre Project	£276,000
Greyfriars Tower, King's Lynn	£849,000
Halstead Public Gardens/Silver End	£103,000
Hylands Park	£3,054,000
Kibes Lane Maltings – A New Beginning	£232,400
Lynn Museum Development Project	£778,500
Nelson's Monument Restoration, Gt. Yarmouth	£846,000
People & Wildlife – Reaching Out	£288,000
Pioneer Sailing Trust	£133,500
Priory House Dunstable: Securing Public Ownership & Access	£1,093,000
Stradbroke Archive Purchase	£122,000
Thaxted Windmill	£196,000
Warner Archive to Braintree	£1,908,500
Wells Harbour Project	£131,500
Welney Wildfowl & Wetlands Reserve – New Visitor Facility & Access,	£905,000

London

7th Century Indian Bronze Buddha Project	£621,500
A New Museum for Brent: Relocation of the Grange Museum of Community History	£1,276,000
Acquisition of Benjamin West's Portrait of Robert Monckton	£350,000
Acquisition of the Archive of John and Myfanwy Piper	£150,000
Acquisition of the Boosey & Hawkes Collection and Archive	£221,500
Acquisition of The Burney Relief	£995,000
Acquisition of The Mullanphy Collection	£479,000
Acquisition of the papers of the 1st Earl of Lytton, Viceroy of India 1876-1880	£130,000
Covent Garden Project	£862,000
Darwin Centre	£14,900,000
England's Past for Everyone	£3,598,000
Hackney Empire Theatre	£265,000
Junior Open House	£252,000
Kew Palace in Kew Gardens – a Royal Domestic Retreat	£1,592,000
Kings Cross Voices	£285,000
London, Bushy Park	£410,000
London's Theatreland	£156,000
Manor Farm – Restoration and Development	£267,500
National Gallery East Wing Project – Stage 2a	£938,000
Purchase of 'The Parting Cheer' (1861)	£337,500
Raphael's Madonna of the Pinks	£11,500,000
Reaching Out, Drawing In	£312,500
Red Cross Garden	£514,500
Redevelopment of the Museum of Childhood at Bethnal Green (Phase 2)	£219,000
Refugee Community History Project	£649,000
Restoration of Fulham Palace	£2,560,000
Restoration of Shoreditch Town Hall	£650,000
Science In The Making	£401,000
Shoreditch Tabernacle Baptist Church Hall	£528,000
St Botolph-without-Aldgate Organ Project	£261,000
St George's Bloomsbury Restoration Project	£2,333,000
St Martin in the Fields	£1,322,000
Stanstead Lodge – Refurbishment	£283,000
The Acquisition of Portrait of Frederic Leighton by George Frederick Watts	£155,000
The Household Cavalry Museum Development Project	£1,908,000
Time and Space – Developing the Royal Observatory Greenwich	£362,400
Tower Environs Scheme – Understanding the Tower	£960,000
Your Caribbean Heritage	£234,500

North East

Community Heritage Project	£131,000
Experience Northumberland at Woodhorn	£10,000,000
Gateshead THI	£1,000,000

Grants Awarded

Gibside Restoration Project Phase I	£1,498,000
Hardwick Park, Sedgfield – Restoration	£4,056,000
Hedley Hope Fell, Local Nature Reserve	£214,000
Holy Jesus Hospital, Newcastle – Restoration	£490,000
Horden Welfare Park	£1,365,000
Linthorpe Cemetery Restoration	£596,500
North East Red Kite Re-Introduction and Education Project	£303,500
Regional Resource Centre (Phase 2)	£2,075,000
St Silas Community Development Partnership	£482,500
St. Mary's Acquisition	£500,000
Sure Start Wallsend Building Project	£169,500
The Roman Bridge at Corbridge – 'The Work of Giants'	£303,500
Weardale Railway Project – "Bringing Rail back to the Dale"	£990,000

North West

Acquisition & Renovation of Flintergill Chapel, Dent	£152,000
Acquisition of land to extend RSPB Campfield Marsh Nature Reserve, Bowness Common, Cumbria	£370,500
Astley Park, Chorley	£102,000
Avenham and Miller Parks Refurbishment	£120,900
Bluecoats Arts Centre	£271,000
Broadfield Park, Rochdale	£1,121,500
Bury Museum and Archive Centre	£895,000
Corporation Park, Blackburn	£2,775,000
Cuerden Valley Park Restoration Plan	£205,500
Developing the John Muir Award in Cumbria	£257,000
Hesketh Park, Southport	£1,960,000
Heysham Moss SSSI – Purchase, Site Restoration, Community Involvement, Access and Interpretation Works	£130,000
Hornby Village Institute Renewal Project	£669,000
Nenthead Mines Education Project	£304,000
Old Grammar School Renovation Phase II	£181,000
Project 25 – The Boat Museum, Ellesmere Port	£901,000
Purchase of the Meredith Button Collections	£182,500
Rydal Hall – Historic Landscape Restoration	£427,000
Saving the Nantwich Salt 'Ship'	£104,000
Southport Town Centre THI	£800,000
St Helens, Taylor Park	£1,160,000
St Margaret, Toxteth, Liverpool	£291,400
The Denton Magistrates Court Room Project	£126,500
The Port Sunlight Village Heritage Centre Project	£498,500
Towneley Park Restoration	£107,000
Victoria Hall	£1,370,000
Wigan Pier Quarter THI	£1,500,000
Wordsworth Trust Development Fund	£1,575,000

Northern Ireland

Bagenal's Castle, Newry	£1,500,000
Barbican at Glenarm Castle	£160,000
Clachans in the Glens of Antrim	£125,500
Divis and Black Mountain	£1,330,000
Governor's Residence Access	£819,000
Lough Beg – Co Londonderry	£629,500
Revealing Costume through the Centuries	£148,500
Slieve Gullion Footpath Repair Programme	£307,000

Scotland

Blackburn House	£1,827,356
Completion of the Tourism Facility in New Lanark Mills	£382,500
Cottier Project	£1,878,000
Douglas THI	£385,000
Dunbar THI	£900,000
East Ayrshire Coalfield SIP Outdoor Access Project	£500,000
Eastern Cairngorms Access Project	£739,000
Education and Access Officer for New Lanark World Heritage Site	£205,000
Gardyne's Land	£181,000
Gardyne's Land	£1,495,000

46 Grants Awarded

Garrison House Restoration	£2,478,000
Heritage Education and Access Project for Ethnic Communities and Heritage Organisations in Scotland	£246,500
Kist O Riches II	£1,395,000
Leith Central THI	£700,000
Pier Arts centre – Extension and Refurbishment	£1,157,000
Playfair Project, Edinburgh	£390,000
Purchase of Painting 'The Union Bridge'	£131,000
Refurbishment and Upgrading of St Mungo's Parish Church Cumbernauld	£431,000
Repairs to Calton Parkhead Church	£161,000
Rosneath St Modan's Parish Church; Proposed Restoration & Conservation	£210,500
St Michael's Parish Church, Slateford Road, Edinburgh	£282,500
The Clyde Walkway (Crossford to Rosebank Section)	£425,000
The Kibble Palace, Glasgow Botanic Gardens, Glasgow	£3,491,000
The Sail Loft, Stornoway	£654,500

South East

Blean Woods – Nature Reserve Purchase/Extension, Nr Canterbury, Kent	£1,478,000
Brading Roman Villa, Isle of Wight	£2,056,000
Brighton & Hove City Library- Catalogue Conversion	£295,500
Buckingham Community Wildlife Project	£290,000
Buckinghamshire Railway Centre Upgrading	£530,000
Carisbrooke Museum Education: Coherence & Outreach	£126,000
Chimney Farm Acquisition	£901,500
Cobham Park, Gravesend – Restoration	£4,988,000
Cowdray & Midhurst Heritage Project	£2,791,000
Deal Landmark Community and Heritage Centre	£171,000
Dome Cinema Complex, Worthing	£1,654,000
Dungeness Shingle & Wetland Project	£662,000
Folkestone Lower Leas Coastal Park – Phase II	£1,402,000
Getting Involved with Wildlife in Berks, Bucks and Oxon	£639,000
Grange, Ramsgate	£331,000
Hanger Farm – Centre for the Arts	£854,000
Hastings Museum Access, Environmental & Display Improvements	£863,500
Hollycombe Interpretation, Education and Orientation Project	£998,500
Holyrood Church Repairs, Interpretation & Access	£677,000
Iping Common and Fitzhall Heath Acquisition	£149,000
John Fieldhouse Building – Royal Navy Submarine Museum	£1,949,000
Lydden Temple Ewell NNR – Temple Farm Extension	£249,000
Morris Motors Exhibition Hall, Oxford	£131,500
New East Grinstead Town Museum	£455,500
Oare Gunpowder Works, Faversham	£888,500
Otmoor Nature Reserve Extension, RSPB	£670,000
Rhythms of the Tide – Area Partnership Scheme	£1,271,000
Rochester and Chatham Riverside – THI	£800,000
Save Common Wood Campaign	£549,000
The Oxfordshire Museum: Coach House restoration, education facilities and staffing	£591,000
Thruxton War Memorial Hall, Hants – Restoration	£457,397
Unlocking Buckinghamshire's Past	£150,000
Volunteer Centre for Ewelme Watercress Beds	£107,500
Wittenham Clumps Heritage Landscape Project, Oxon	£1,763,000

South West

Acquisition and Extension of Perranzabuloe Folk Museum	£151,000
Ashton Court Estate	£4,349,000
Batscapes – for People and Bats	£178,500
Bideford Townscape Heritage Initiative	£250,000
Boscombe Gardens, Bournemouth – Restoration	£1,070,000
Boulton & Watt (Wilson Papers) Purchase	£606,500
Charmouth Heritage Coast Centre Extension	£189,000
Creating the Museum of Bristol: The People's Story	£853,000
Hayle THI	£1,000,000
Images of England	£1,569,000
Leigh Meadows – Proposed Extension to Coombe Hill Canal and Meadows Nature Reserve	£124,000
Mineral Tramways Heritage Project	£183,000

Grants Awarded

Nothe Fort Structural Fabric and Repair Project	£163,500
Restoration for re-use of Red Store, Lerryn	£159,000
Salem Chapel, East Budleigh – Devon	£337,500
South Devon AONB ‘Changes & Challenges’	£749,500
South West A2A Access All Areas	£103,000
Spinning Yarns:Voices from the Heritage Coast	£129,000
ss Great Britain – Securing the Heritage Core	£729,000
St Peter's, Plymouth	£1,946,000
Strawberry Line – Heritage Trail	£357,500
Swindon Lydiard Park	£429,500
Tiverton Town Centre Environmental Enhancement Scheme	£803,500
Torre Abbey	£4,900,000

Wales

Canolfan Treftadaeth Meirionydd	£438,500
Church of St Sadwrn, Llansadwrn	£282,000
Cloisters Project, St Davids Cathedral	£543,000
Haverfordwest Townscape Heritage Initiative	£750,000
Hengoed Viaduct	£870,000
Llandrindod Wells Town Centre THI	£675,000
Open Door Project – Mumbles Methodist Church	£724,500
Penmaenmawr THI	£646,000
Renovation of Blaenffos Baptist Chapel	£215,500
Repairs at St Cynwyl's Church, Cynwyl Gaeo	£181,000
Restoration of St Catwg's Church, Gelligaer (Repair of the fabric)	£230,000
Restoration of St Peters Church, Pentre	£289,900
Restoration of the Priory Church (and Organ)	£405,000
Royal House, Machynlleth – Restoration	£339,500
St Andrew's Church & Hall project, Presteigne	£268,500
St Catherine's Church, Gorseinon	£135,000
St Cynwyd's Church, Llangynwyd	£150,000
St Eigon's Church, Llanigon	£157,000
St Mary's Church, Haverfordwest	£490,000
St Michael and All Angels Church, Talley	£231,000
St Sawyl's Church, Llansawel	£109,000
St. David's Church, Llanarth	£311,000
The Church of St Saviour, Splott-Cardiff	£277,000
Victoria Park, Barry	£1,246,000

West Midlands

Access to Medieval Cloister Site with facilities for schools and other visitors	£230,000
Anglo Sikh Heritage Trail	£146,500
Ask the Audience	£202,000
Aston Hall & Park	£337,000
Bishop's Castle Heritage Resource Centre	£204,000
Black Swan Project – Phase 3, Coventry	£945,000
Bridge Street/Ablewell Street, Walsall THI	£550,000
Cheadle & Leek THI	£500,000
Commandery and Fort Royal Park, Worcester	£985,500
Cradley Village Hall Project 2000	£101,500
Drawing Power: The Campaign for Drawing	£443,500
Handsworth Park, Birmingham	£4,783,000
Leamington Spa, Jephson & Mill Gardens	£291,000
Natural Connections – Staffordshire	£193,500
Pay & Power	£378,000
Refurbishment of Curzon Street	£534,000
Smethwick Summit Canal Corridors Improvement	£917,500
The Acquisition of a painting Desk Murder by R.B. Kitaj (b1932)	£100,000
The conservation and restoration of Hereford Cathedral's historic Willis organ	£269,500
The Craftsense Gallery	£133,500
The Flounders Folly Restoration Project	£281,000
The Harris & Pearson Office Building Restoration Project	£627,000
The Sturts	£246,500
The Wedgwood Museum	£223,680
Wolverhampton Art Gallery – Phase III	£4,950,000

Yorkshire and The Humber

Dearne Valley Community and Education Programme	£402,000
Hope Pit Capital Scheme	£985,000
Hornsea Pottery Display and Storage Project	£133,000
Kelham Island Museum – Collection Management Centre Phase 2	£999,000
Leeds City Museum and Resource Centre	£19,063,000
Our Heritage – Our Future, Hull Old Town THI	£1,000,000
Potteric Carr Nature Reserve	£977,000
Rotherham Churches Tourism Initiative	£281,500
Shibden Park Restoration Scheme	£230,000
The Bill Brown Collection of Historic Cutlery	£425,000
The Reading Room – Aston	£178,500
Thixendale Village Hall – Restoration & Improvement	£247,000
Wakefield Community Heritage Exhibitions	£101,000
Wentworth Castle and the landscape of Stainborough Park	£10,357,000
Wilderspin National School Restoration Project	£586,500
York Art Gallery	£272,700

RPOW full awards in 03/04**Eastern**

St Andrew's Church	£123,291
St John with Our Lady and St Laurence	£163,523

East Midlands

Saint Laurence	£100,580
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London

St John the Evangelist Church	£100,580
St Martin's Church	£183,639

North East

St Cuthberts Church Carham	£117,000
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South East

St Michael & All Angels Church	£145,354
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South West

St Giles	£115,504
St Michael & All Angels	£117,451

West Midlands

St Lawrence	£100,580
St Mary the Virgin	£127,184
St Mary's Church	£138,865
St Thomas	£284,218

Yorkshire and The Humber

Selby Abbey	£158,981
Sheffield Buddhist Centre	£156,000
St Helen	£107,717

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