



ENGLISH HERITAGE

Commission

Open minutes of the 245th meeting held at 09:00am on Wednesday 2 April 2008 at the Malmaison Hotel, Birmingham

Commissioners present: Lord Bruce-Lockhart – Chairman
Ms Maria Adebawale
Mrs Joyce Bridges CBE
Professor David Cannadine
Mr Manish Chande
Professor Sir Barry Cunliffe CBE
Mrs Gilly Drummond OBE
Dr Jane Grenville
Mr Michael Jolly CBE
Ms Jane Kennedy
Mr Les Sparks OBE
Ms Elizabeth Williamson

Staff present: Dr Simon Thurley – Chief Executive
Mr Steve Bee – Director of Planning and Development
Mr Keith Harrison – Director of Finance and Corporate Services
Ms Deborah Lamb – Director of Policy and Communications
Mr Mark Pemberton – Director of Properties and Outreach

Dr Roger Bowdler - Head of Designation (Item 17 only)
Ms Vida Cody – Commission Secretariat Manager
Mr Bill Martin – Conservation Director (Item 9 only)
Mr Stephen Trow - Head of Rural and Environmental Policy (Item 12 only)

Observers present: Ms Susie Berns – Commission Secretariat Office Manager
Ms Deborah Osborne – PA to the Chairman

Item 1 – Apologies, Announcements, Declarations of Interest

Apologies

1.1 Apologies for absence were received from Lord Leicester and Mr Chris Wilkinson.

1.2 Staff apologies were also received from Dr Edward Impey.

Announcements

1.3 There were no announcements.

Declarations of Interest

1.4 Jane Kennedy declared an interest in item 9 (Estates Department) as her practice had been carrying out some of the survey.

1.5 Gilly Drummond declared an interest in item 15 (Chiswick House) as a Board Member of the Chiswick House and Gardens Trust and in item 16 (Apsley House) as a friend of the Duke of Wellington.

Item 2 – Open Minutes of the Meeting held on 22 January 2008 (CP 2008/15)

2.1 The open minutes of the 244th meeting held on 22 January 2008 were agreed as a correct record to be signed by the Chairman.

Item 3 – Exempt Minutes of the Meeting held on 22 January 2008 (CP 2008/16/E)

3.1 The exempt minutes of the 244th meeting held on 22 January 2008 were agreed as a correct record subject to one proposed amendment and would be signed by the Chairman.

Item 4 – Matters Arising

JW Evans, Birmingham (Item 8 of the exempt minutes)

4.1 Commissioners congratulated staff on meeting the deadline for the purchase of the JW Evans manufactory. The cost amounted to £375k for the property and contents plus £15k for the contents of the showroom. A five year consultancy has been agreed with Tony Evans for the recording and archiving of the contents and the history of the Company. It was agreed that staff will bring a paper to Commission on the property's future repair and use as soon as possible.

Volunteers (Item 9 of the exempt minutes, paragraph 9.6)

- 4.2 Gilly Drummond offered to help formulate a strategy for volunteers. The Chief Executive would be preparing a paper for the Chairman which he would be content for Mrs Drummond to see.

Environmental records (Item 9 of the exempt minutes, paragraph 9.10)

- 4.3 It was noted that the Business Plan included the need for landscapes to be incorporated into environmental records.

Item 5 – Committee Minutes

- a) English Heritage Advisory Committee (Open) – 30 January 2008 (CP 2008/17)
- 5.1 **Commission noted and endorsed the open minutes of EHAC held on 30 January 2008.**
- b) English Heritage Advisory Committee (Exempt) – 30 January 2008 (CP 2008/18/E)
- 5.2 **Commission noted and endorsed the exempt minutes of EHAC held on 30 January 2008.**
- c) Audit Committee – 28 February 2008 (CP 2008/19)
- 5.3 **Commission noted and endorsed the open minutes of the Audit Committee held on 28 February 2008.**
- d) Business and Finance Committee (Open) – 28 February 2008 (CP 2008/20)
- 5.4 **Commission noted and endorsed the open minutes of the Business and Finance Committee held on 28 February 2008.**
- e) Business and Finance Committee (Exempt) – 28 February 2008 (CP 2008/21/E)
- 5.5 **Commission noted and endorsed the exempt minutes of the Business and Finance Committee held on 28 February 2008.**
- f) English Heritage Advisory Committee (Open) – 5 March 2008 (CP 2008/22)
- 5.6 **Commission noted and endorsed the open minutes of EHAC held on 5 March 2008.**
- g) English Heritage Advisory Committee (Exempt) – 5 March 2008 (CP 2008/23/E)
- 5.7 **Commission noted and endorsed the exempt minutes of EHAC held on 5 March 2008.**
- h) Remuneration and HR Committee (Open) – 11 March 2008 (CP 2008/24)

5.8 Commission noted and endorsed the open minutes of the Remuneration and HR Committee held on 11 March 2008.

i) Remuneration and HR Committee (Exempt) – 11 March 2008 (CP 2008/25/E)

5.9 Commission noted and endorsed the exempt minutes of the Remuneration and HR Committee held on 11 March 2008.

j) English Heritage Advisory Committee (Exempt) – 27 March 2008 (CP 2008/26/E)

5.10 Commission noted that a site visit had taken place to Robin Hood Gardens on 27 March 2008 comprising EHAC members, one member of the London Advisory Committee and three Commissioners. Commission noted and endorsed the exempt minutes of EHAC held on 27 March 2008.

Item 6 – Chairman’s Report (Oral)

6.1 The Chairman and Chief Executive had had a constructive and encouraging meeting with the Secretary of State, the discussion focusing on work with the DCMS on the broad heritage agenda.

6.2 EH is consulting on the various options for Stonehenge following the announcement by the Department for Transport earlier in the year that the A303 Improvement Scheme would not go ahead. Both the Secretary of State and the Minister for Culture, Media and Sport were supportive of EH’s work on the Stonehenge project.

6.3 The Secretary of State had attended a meeting of the Heritage Forum on 13 March. It was agreed to distribute to Commissioners the core script prepared for the sector based on its thinking to date in “*Valuing our Heritage*”.

ACTON: *Deborah Lamb*

Heritage Champions

6.4 Around 400 letters had been sent to local authorities to help sign up Heritage Champions before the end of the financial year.

Item 7 – Chief Executive’s Report

Open Report (CP 2008/27)

7.1 The Chief Executive had taken the Secretary of State around Liverpool. Their visit had included the housing market renewal areas in Anfield. An update on Stanley Park was requested for the Historic Parks and Gardens Panel.

ACTION: *Sarah Baylis*

- 7.2 It was noted that the “*Hearth and Home*” project was progressing more slowly than had been anticipated. Joyce Bridges had put CABA in touch with EH over the soundness of some of the techniques.
- 7.3 It was reported that the Beetham Tower had been called in but not by EH (although EH had objected). Staff would submit a written representation but would not appear in person. It was noted that the Mayor of London’s new planning powers would soon be in force.
- 7.4 Commission was informed that Mike McElwee, ICT Director, would soon be leaving EH to work for the Food Standard Agency.

Exempt Report (CP 2008/28/E)

- 7.5 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 36: prejudice to effective conduct of public affairs and Section 43: commercial interests.*

Item 8 – EH Business Plan (CP 2008/29/E)

- 8.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 43: commercial interests.*

Item 9 – Estates Department: Performance Indicators (CP 2008/30/E)

- 9.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 36: prejudice to the conduct of public affairs.*

Item 10 – Relocation Strategy (CP 2008/31/E)

- 10.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 43: commercial interests.*

Item 11 – RRR Strategy (CP 2008/32/E)

- 11.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 40: personal information.*

Item 12 – MOU with Natural England (CP 2008/33)

- 12.1 Established in 2006, Natural England is the Government's statutory adviser on biodiversity and landscape in England with some functions relating to the historic environment. A number of common interests exist between Natural England and English Heritage but there are also potential areas for disagreement. The proposed Memorandum of Understanding (MOU) will be supported by a detailed "Relationship Plan" (or Action Plan) to be updated annually.
- 12.2 Commission discussed mechanisms for dealing with disputes and whether an external body was needed where disagreements occur. It was agreed that constant dialogue would help avoid unnecessary disagreement and that the MOU recognised that, with differing statutory remits, agreement may not always be possible. If a contentious matter did arise, it would go to EHAC for discussion. Natural England already had an observer on EHAC.
- 12.3 It was suggested that a similar MOU be set up between EH and CABE.

Item 13 – Heritage at Risk (CP 2008/34)

- 13.1 Heritage at Risk (HAR) will build upon the EH Buildings at Risk Register (BAR) and will provide an evidence base of the risk of damage, decay or irretrievable loss of historically significant places and the trend over time. The launch of HAR will be on 8 July. It is hoped to develop indicators for conservation areas at risk by June 2008. It was acknowledged that local authorities would be under pressure with their heritage protection responsibilities and that June 2008 would be a challenge. The methodology for assessing risk would need swiftly producing although there would be resource implications.
- 13.2 The main focus would be on *what* is at risk, then on *why* it is at risk and who owns it. The intention is to bring properties back from a state of loss although the funds are not always there to maintain these unless a new owner is found.
- 13.3 It was suggested that the impact on settings and views should be addressed and that both were critical.
- 13.4 Commission agreed that HAR should be a priority for EH and that, if possible, the launch should be at a Building at Risk rather than the Banqueting Hall. It was agreed to consider the Commonwealth Institute as a possible venue.

ACTION: *Rosslyn Stuart*

Item 14 – Heritage Protection Bill: Parliamentary Strategy (CP 2008/35/E)

- 14.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 36: prejudice to the conduct of public affairs.*

Item 15 – Chiswick House and Gardens Trust (CP 2008/36/E)

- 15.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 43: commercial interests.*

Item 16 – The Management of Apsley House (CP 2008/37/E)

- 16.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 43: commercial interests.*

Item 17 – Robin Hood Gardens (CP 2008/38/E)

- 17.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 36: prejudice to the conduct of public affairs.*

Item 18 – Financial Overview (CP 2008/39/E)

- 18.1 *This item is included in the exempt minutes of this meeting as it contains information that is potentially exempt from public access under the Freedom of Information Act, Section 43: commercial interests.*

Item 19 - Any Other Business

Retiring Commissioners

- 19.1 Chairman thanked Jane Grenville and Les Sparks for their invaluable contributions to Commission over the last seven years. This was their last Commission meeting and they would officially retire on 12 May. Chairman also expressed his gratitude for their work on other EH Committees and for their continuing support. Both Jane and Les were given life membership of English Heritage and a framed image from the National Monuments Record (of York Minster and Birmingham Town Hall respectively).

Date of Next Meeting

19.2 The next meeting would be held on 25/25 June in London. The visit would be on day two finishing with a reception at the House of Lords for all English Heritage Commissioners, Committee and Panel members and hosted by Lord Bruce-Lockhart.

Vida Cody
Commission Secretariat Manager
April 2008