

# Heritage Lottery Fund: Committee for the East Midlands Meeting on 14 June 2016

CEM 2016 (2)

**Minutes of the meeting of the Committee for the East Midlands on 14 June 2016 at 10.30 a.m. in the Nottingham office.**

## **Members:**

- Jim Harker (Chair) (for items 1 to 23 and 28 to 30)
- Heather Broughton
- Mo Cooper
- John Everitt
- Geoff Nickolds
- Atul Patel (Trustee)
- David Stocker

## **Attending:**

- Kally Barot
- Jeremy Fenn
- Danielle Hampson
- Mark Humphries
- Anne Jenkins
- Katie Lloyd
- Lesley Owen-Jones
- Jonathan Platt
- Debbie Seaborn
- Laura Summers
- Amanda Turner
- Lindsey Wells

## **Committee Business**

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

**Oral**

The Chair, Jim Harker:

- Mentioned that he would need to leave the meeting around 2.30 p.m. and that Geoff Nickolds would chair the meeting in his absence. Due to staff availability, the agenda would be reordered slightly.
- Reported that a series of strategic meetings had been arranged between HLF and Local Enterprise Partnerships.
- Suggested that it would be useful to have a short but informative document to provide information on HLF's projects in the East Midlands and show the value of our investment. The Committee agreed that this would be useful in advocacy work.

### **2. Minutes of the meeting of Regional and Country Chairs on 12 April 2016**

**CEM 2016 (2) 2**

The Committee noted the minutes.

### 3. Declarations of Interest

Oral

Jim Harker declared an interest in the following projects and would not be present for discussion:

- A conflict of interest with item 23, St Peter and the Old Black Lion. Northampton County Council, of which he was a Member and the Council Leader until May, was a key partner in the application.
- Northampton County Council was also a joint signatory as landowners on the contract for item 22, Into the Valley.
- Northampton County Council had provided partnership funding for item 27, @Play, Wicksteed Park. Jim was also a member of the LEP Board which had provided partnership funding.

David Stocker:

- Declared a conflict of interest as the Chair of the Advisory and Liaison Committee of Heritage Trust of Lincolnshire; the applicant for item 20, Layers of History.
- Mentioned that a church in Lincoln, the Parish Church of Caistor, St. Peter and St. Paul had applied for funding under the GPOW programme (item 19). He had no prior knowledge of the application through his membership of the Lincoln Diocesan Advisory Committee. The Committee felt that this did not constitute conflicts of interest.

Geoff Nickolds:

Mentioned that he was a Council Member of the National Trust who had been identified as a potential partner for item 12, Londonthorpe Woods and Belton House. The Committee felt that this did not constitute conflicts of interest.

### 4. Minutes of the meeting on 8 March 2016

CEM 2016 (2) 4

The minutes were approved and signed by the Chair as an accurate record of the meeting.

### 5. Matters arising from the minutes

Oral

There were none.

### 6. Regional Overview

CEM 2016 (2) 6

Jonathan Platt, Head of HLF East Midlands, presented the Regional Overview.

He reported on a busy quarter and thanked Committee members for their attendance at project events and visits in the region.

Meetings with strategic partners had taken place throughout the recent months and the team were starting to see the benefits of these meetings. Discussions with Northampton University were underway over a piece of research they would be undertaking for HLF.

The Committee were updated on a number of projects within the East Midlands including Buxton Crescent and Spa which was now underway. There were a number of concerns around planning permission and match funding at Nottingham Castle and the project at Delapre Abbey had been delayed due to cost increases. The team suggested that the applicant might benefit from Resilient Heritage funding. The scheme at Staveley Town Hall remained high risk and the team questioned whether it would still meet its approved purposes.

The team had recently experienced a higher volume and more complex level of project enquiries which they felt might be attributed to introduction of new programmes.

Members felt that the Regional Overview was a very useful document and appreciated the high level of detail included as a way of keeping up to date with the progress of projects.

## **7. East Midlands Annual Review of 2015-16**

**CEM 2016 (2) 7**

Jonathan Platt presented the Annual Review of 2015-16.

The East Midlands had received over £60m for projects in the last year and had been very successful at Board level.

The Committee felt that it would be useful to have additional information in this review of the year going forward including more in depth information about job creation and training once projects were complete. It would also be useful to highlight previous trends and include headlines and case studies around BAME projects.

## **8. Review of Delegated Decisions 2015-16**

**CEM 2016 (2) 8**

## **9. Business Plan 2016-2017**

**CEM 2016 (2) 9**

## **10. East Midlands Operating Plan**

**CEM 2016 (2) 10**

The Committee noted the items.

## **11. Budget Paper**

**CEM 2016 (2) 11**

Jonathan Platt presented the Budget Paper.

Six first round cases totalling £6,167,900 had been received against a budget of £1,725,000 which meant that the Committee would need to prioritise applications.

Four second round projects and three Grant Increases had been received. There were sufficient monies available so long as the Committee were content that the cases were of high quality and would deliver good value for money.

## **SF4 first round applications for discussion and decision: Heritage Grants and Heritage Enterprise**

## **12. Londonthorpe Woods and Belton House**

**CEM 2016 (2) 12**

Applicant: The Woodland Trust

Request: First round pass of £631,800 including development grant of £85,900 (65% of total eligible development costs)

Project: Working in partnership with the National Trust, the project would re-establish the historic link between Londonthorpe Woods and Belton Park, diversifying and building new audiences for the woods. Access would be improved, a programme of ecological monitoring established and conservation work to restore historic parkland features and enhance habitats for wildlife would be carried out.

The Committee:

- Felt that this was a worthwhile project which would increase access to the woods and park and had the potential to provide good outcomes for the community.
- Recognised that the scheme would allow the public to engage with their natural heritage and local history.

However, members:

- Felt that the scheme was currently underdeveloped

- Noted that the scheme covered a large space and felt that it might benefit from a more defined focus.

The Committee for the East Midlands considered that the project represented a medium priority support and rejected it in light of the available budget and the underdeveloped nature of the bid.

### **13. Lincolnshire's Plants: Past and Future**

**CEM 2016 (2) 13**

Applicant: Lincolnshire Wildlife Trust

Request: First round pass of £494,500 including development grant of £21,400 (59% of total eligible development costs)

Project: A three year programme of works to secure, conserve, catalogue, digitise and interpret an historic Herbarium, increase botanical skills and add contemporary records. The collection was at risk as inappropriate storage was causing the rapid deterioration of the specimens.

The Committee:

- Felt that this was an excellent project to preserve an important resource at risk of loss.
- Noted the high number of volunteers involved in the project.
- Recognised that the scheme was a priority for the Natural History Museum, whose Lincolnshire collections were currently underrepresented.
- Recognised that proposals had the potential to engage a new generation with botany and could be a model project for this type of scheme.
- Highlighted the short development period but felt reassured that this was a realistic timescale.

The Committee for the East Midlands considered that the project represented a high priority for support and awarded a first round pass of £494,500 including development grant of £21,400 (59% of total eligible development costs)

### **14. Open House Open Book**

**CEM 2016 (2) 14**

Applicant: Bromley House Library

Request: First round pass of £1,157,600 including development grant of £112,700 (60% of total eligible development costs)

Project: a three year project to conserve the grade II\* listed Bromley House including the restoration of the roof, skylights, lantern light and chimneys. Access improvements would be made to the house and Georgian garden and an outdoor events space would be created. An associated programme of activities would be delivered.

The Committee:

- Considered that this was an important building, at risk of loss.
- Recognised that there was a need to make the library more accessible and inclusive, noting that there was a currently a membership fee for entry.
- Suggested that in working on the interpretation of BAME authored literature, the scheme might benefit from collaborating with organisations such as the Nottingham Black Archive.
- Felt that ideas for engaging new audiences were currently underdeveloped.

The Committee for the East Midlands considered that the project represented a medium priority support and rejected it in light of the available budget and concerns raised.

## **15. Firing the Generator, Loughborough**

**CEM 2016 (2) 15**

Applicant: The Generator Loughborough Community Interest Company

Request: First round pass of £1,538,500 including development grant of £15,700 (46% of total eligible development costs)

Project: to repair and refurbish the landmark Generator building into a centre for creative industries in Loughborough Town Centre. A programme of activities including exhibitions, events and workshops would be delivered.

The Committee:

- Felt that the scheme was currently underdeveloped.
- Were disappointed that the applicant had not engaged with HLF at an earlier stage for pre-application advice.

The Committee for the East Midlands rejected the application due to concerns raised.

## **16. The People's Hall Enterprise Hub, Nottingham**

**CEM 2016 (2) 16**

Applicant: Creative Quarter Nottingham Limited

Request: First round pass of £1,655,500 including development grant of £153,800 (67% of total eligible development costs)

Project: to bring a Grade II\* listed building, situated in the Lace Market Area of Nottingham, back into use through providing a hub for new and emerging small businesses. The People's Hall would be repaired and restored and spaces created for events, meetings and conferences. Café and retail facilities would also be created. Physical access would be improved through the installation of a lift and a series of heritage related activities would be delivered.

The Committee:

- Recognised that this was a special building in Nottingham of high heritage and historical importance.
- Noted that the scheme would build on the success of a Start Up grant which had enabled them to carry out public consultation, options analysis and a viability appraisal.
- The scheme represented a good balance of commercial activity with public access.
- Recognised the contribution and commitment of the owner who had granted a 100 year lease to the Creative Quarter Nottingham and provided monetary support.

The Committee for the East Midlands considered that the project represented a high priority for support and awarded a first round pass of £1,655,500 including development grant of £153,800 (67% of total eligible development costs).

## **17. New Art Exchange at Hyson Green Library**

**CEM 2016 (2) 17**

Applicant: New Art Exchange

Request: First round pass of £690,000 including development grant of £180,500 (95% of total eligible development costs)

Project: to find a sustainable end use for a 19<sup>th</sup> century redundant building in a deprived area of Nottingham. The building would be redeveloped to provide space for emerging businesses with temporary space, classrooms and a multi-functional space for workshops and events. An associated programme of activities would be delivered including opportunities for training and skills development.

The Committee:

- Felt that the scheme had not been well planned and had limited heritage significance.
- Noted the high costs and risks in relation to project management.
- Expressed concern about the lack of maintenance by the current owner.
- Felt that the scheme would not provide strong benefits to the local economy and overall did not represent good value for money.

The Committee for the East Midlands rejected the application due to concerns raised.

### 18. Prioritisation of first round items

**CEM 2016 (2) 18**

During the case by case discussions, the Committee considered that:

- *Lincolnshire's Plants: Past and Future* (item 13), *The People's Hall Enterprise Hub* (item 16) represented a high priority for support.
- *Londonthorpe Woods and Belton House* (item 12) and *Open House Open Book* (item 14) represented a medium priority for support.
- *Firing the Generator* (item 15) and *New Art Exchange at Hyson Green Library* (item 17) should be rejected.

After considering the lighter pipeline of applications for the September meeting, members were content to overspend by £424k. The Committee awarded first round passes to the two high priority cases; *Lincolnshire's Plants: Past and Future* and *The People's Hall Enterprise Hub*.

### 19. Grants for Places of Worship overview and applications

**CEM 2016 (2) 19**

Kally Barot, Senior Grants Officer, presented the item.

In the East Midlands, three first round applications with a grant request of £635,200 were received against a regional budget of £500,000. At the initial sift, Historic England agreed with HLF that one application should not be taken forward to full assessment as it was not considered to be of sufficient urgency (19c). The remaining two cases (19a and b) underwent full assessment, and Historic England provided detailed technical advice to establish the urgency of the repair works. HLF assessment also looked at how well the applications met outcomes for communities.

The Committee were also asked to consider one second round application with an uplift request above the delegated threshold (19d).

The Committee took the following decisions:

Item	Project	Applicant	Decision
19a	Preserving, understanding and sharing the parish church of Caistor, St. Peter and St. Paul	Caistor Parish Church	FIRST ROUND PASS OF £249,000 INCLUDING DEVELOPMENT GRANT OF £33,800 (78% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
19b	Life and Times at Utterby St Andrew's Church	Fotherby PCC	FIRST ROUND PASS OF £199,800 INCLUDING DEVELOPMENT GRANT OF £14,000 (75% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)

Item	Project	Applicant	Decision
19c	St John the Baptist: Church Repair and Heritage Project	St. John the Baptist Church, South Croxton	REJECT
19d	Exploring Moulton Chapel	St James Church Moulton Chapel	AWARD GRANT OF £198,800 (79%)

The Committee discussed item 19c which was not supportable, however they recognised that there were serious rot at the church which would need addressing.

## **SF4 second round applications for discussion and decision: Heritage Grants and Heritage Enterprise**

### **20. Layers of History: Discovering Lincolnshire's Past Landscapes**

**CEM 2016 (2) 20**

*David Stocker declared an interest in the item and left the room before discussion commenced.*

Grantee: Heritage Trust of Lincolnshire

Request: £404,700 (68%)

Project: an activities project to investigate, record and interpret Lincolnshire's landscapes. People would be trained in reading the landscape and recognising historic features still visible today.

Previous award: The Committee for the East Midlands awarded a first round pass of £416,100 including a development grant of £48,200 (73% of total eligible development costs) in June 2014.

Uplift: £36,800 (10%) due to key cost increases. These have been offset by a saving of £30k as a phone app would no longer be developed.

Expert advice: Supportive

The Committee:

- Felt that this was a strong project which would build on the applicant's previous work.
- Noted that the scheme would achieve good outcomes for communities and people, including carers and hard to reach audiences.
- Were impressed with the mapping and survey work and the digital aspect of the scheme.
- Recognised that while the project would take place over eight areas across Lincolnshire, survey kits would be loaned out more widely once the project ended.

The Committee considered that the project represented a high priority for support and awarded a grant of £404,700 (68%).

### **21. Discovering Lincolnshire's Aviation World War I Stories**

**CEM 2016 (2) 21**

Grantee: West Lindsey District Council

Request: £423,500 (81%)

Project: to commemorate and celebrate Lincolnshire's considerable aviation heritage during the First World War. Activities would focus around the creation of the world's first air force, the Royal Air Force (RAF), in response to Zeppelin attacks and tell the wider, and often little known, stories of

how Lincolnshire became the centre for an emergent avionics industry and the social impact that the war had on communities and people.

Previous award: The Committee for the East Midlands awarded a first round pass of £371,700 without development funding in June 2015.

Uplift: £51,800 (14%) due to cost increases following receiving advice to improve the quality of interpretation along with additional marketing and volunteer training costs.

Expert advice: Supportive

The Committee:

- Noted that the project had benefited from a strong development phase.
- Recognised the high level of commitment to the scheme from the team and partnerships that underpinned the project.
- Noted that the scheme had the potential to tell fascinating stories including the area's agricultural and wartime history and women's role in the war.
- Noted that fundraising had been difficult.
- Suggested that links should be established with Hendon Museum and other organisations who were undertaking similar projects.
- Felt that the project would have a strong legacy and an extensive reach through its online presence.

The Committee considered that the project represented a high priority for support and awarded a grant of £423,500 (81%).

## **22. Into the Valley, Rushden**

**CEM 2016 (2) 22**

*Jim Harker declared an interest in the item and left the room before discussion commenced.*

Grantee: The Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire

Request: £662,800 (72%)

Project: a scheme to unite seven disconnected sites to make a 270ha nature reserve near Rushden in East Northamptonshire. Activities, access and habitat improvements would take place across the whole Nene Wetlands site, with the primary focus on Rushden Lakes, an under-managed 90 hectare wetland complex currently closed to the public.

Previous award: The Committee for the East Midlands awarded a £662,800 without development funding in September 2015

Uplift: None

The Committee:

- Felt that this was an exciting scheme which would restore the landscape and create a new leisure experience which had the potential to be a model project.
- Recognised that the facility would provide a destination for a range of people and families, engaging them with their natural environment. There was also potential to involve retailers in the natural heritage aspect of the scheme.
- Suggested that the applicant might benefit from establishing links with the nearby HLF project at Chester Farm.

The Committee considered that the project represented a high priority for support and awarded a grant of £662,800 (72%).



### **23. St Peter and the Old Black Lion, Northampton**

**CEM 2016 (2) 23**

*Jim Harker declared an interest in the item and remained out of the room.*

Grantee: Churches Conservation Trust

Request: £1,841,800 (74%)

Project: In partnership with Northamptonshire County Council, proposals would focus on two historic assets in Northampton's Castle ward; the Old Black Lion pub and its outbuildings, St Peter's Church and its churchyard. The pub was currently run down, at risk of loss and the historically important church suffered from falling visitor numbers. The project would acquire, repair and refurbish the Old Black Lion as a hospitality venue and heritage destination. Income would contribute to the sustainability of St Peter's Church.

Previous award: The Committee for the East Midlands awarded a first round pass of £1,666,300 including a development grant of £155,900 (72%) was awarded in September 2013.

Uplift: £331,400 (22%) due to delays which have resulted in changes to the project and cost increases.

Expert Advice: Mixed

The Committee:

- Considered that the scheme was of high heritage value and provided the potential for regeneration in the area.
- Noted that this was a strategic priority for the Council.
- Noted that despite the significant uplift, the project represented good value for money with potential for good outcomes. Increased funding had reduced risks and a strong activity plan was in place.
- Felt that the scheme had the potential to be a model for church sustainability and stressed the importance of this in the wider project.
- Expressed concern that ownership of the pub was still to be secured.
- Recognised that in the future it would be good to establish more of a visual connection between the two buildings.

The Committee considered that the project represented a high priority for support and awarded a grant of £1,841,800 (74%).

### **SP3 grant increase application for discussion and decision: Heritage Grants**

### **24. Tunnelling Through the Past**

**CEM 2016 (2) 24**

Grantee: The Kelmarsh Trust

Request: Grant increase of £107,900 to make a total grant of £1,352,800 due to cost pressures outside the control of the applicant.

Project: to repair and conserve the stable block buildings at Kelmarsh Hall and make them publically accessible for the first time as a learning and heritage resource. An associated programme of learning and participation activities would be delivered.

Previous award: The Committee for the East Midlands awarded a grant of £1,244,900 (80%) in March 2015.

Expert Advice: Supportive

The Committee:

- Felt that the scheme had high heritage merit and remained good value for money.
- Discussed the importance of public access to the site. They felt that the grantee was committed to providing access and suggested that any marketing materials should make the opening hours clear.

The Committee for the East Midlands awarded a grant increase of £107,900 to make a total grant of £1,352,800.

## **25. The Heckington Windmill Regeneration Project**

**CEM 2016 (2) 25**

Grantee: Heckington Windmill Trust

Request: Grant increase of £439,000 to make a total grant of £1,429,200. Cost increases had been incurred due to delays in land negotiation and limited allowances for inflation and contingency which had been estimated during the recession.

Project: to purchase buildings associated with the Grade I listed windmill and its adjacent land. Buildings would be restored and brought back into use to provide new interpretation, training opportunities and improved facilities for schools and the community.

Previous award: The Committee for the East Midlands awarded a grant of £990,200 (84%) in December 2012.

Expert Advice: Supportive

The Committee:

- Felt that this was an exciting project of high heritage importance which would provide a unique public offer.
- Noted that this was the only 8 sailed working windmill in the country.
- Considered that the project benefits were high despite the cost increases and uplift, and that the scheme continued to represent good value for HLF funds.

The Committee for the East Midlands awarded a grant increase of £439,000 to make a total grant of £1,429,200.

## **26. Canalside Heritage**

**CEM 2016 (2) 26**

Grantee: Canal Side Heritage Centre

Request: Grant increase of £189,100 to make a total grant of £876,300 due to a delay in agreeing the terms of lease for the cottages with the Canals and Rivers Trust at a time of considerable construction cost inflation.

Project: to restore and renovate a row of derelict 18th century cottages in Beeston, Nottingham to provide a self-sustaining new use as a heritage and education centre. The scheme would deliver a programme of associated activities.

Previous award: The Committee for the East Midlands awarded a grant of £687,200 (79%) in September 2013.

Expert Advice: Supportive.

The Committee:

- Recognised the strong partnership behind the project and high level of volunteer engagement.
- Expressed disappointment at the time it had taken to agree the initial lease with the Canals and Rivers Trust.
- Noted that the cost increases were not within the control of the applicant.

The Committee for the East Midlands awarded a grant increase of £189,100 to make a total grant of £876,300.

#### **SF4 First round Board applications for discussion and recommendation: Heritage Grants (July Board)**

##### **27. @Play - Yesterday, Today and Tomorrow - Wicksteed Park, Kettering**

**CEM 2016 (2) 27**

*Jim Harker declared an interest in the item and left the room before discussion commenced.*

Applicant: Wicksteed Charitable Trust

Request: First round pass of £2,676,800 including development grant of £176,800 (57% of total eligible development costs).

Project: to restore the historic heart of Wicksteed Park and showcase its heritage features through a programme of learning, community and environmental activities. Capital works would include the restoration of the historic heart of the park as a central landscaped piazza, opening up some of the areas currently closed to the public, resurfacing and landscaping the Precinct and retaining its original character and purpose.

The Committee:

- Felt that this was an important project, restoring the park to provide an improved visitor experience.
- Noted that the proposals would build on the success of the previous HLF project to restore the lake.
- Noted the heritage significance of the park and supported the plans to retain the original character of the park and return old buildings such as the old ice cream parlour back to their original use.
- Recognised that the applicant was highly committed to the scheme, contributing a considerable figure from their own reserves. The scheme also benefited from a large amount of partnership funding.

The Committee for the East Midlands considered that the project represented a high priority for support. The Board would determine the application in July.

#### **SF4 First round Board application for discussion and recommendation: Parks for People (June Board)**

##### **28. Parks for People Overview**

**CEM 2016 (2) 28**

The Committee noted the Parks for People Overview.

##### **29. Wyndham Park - Grantham: The People's Park**

**CEM 2016 (2) 29**

Grantee: South Kesteven District Council

Request: £818,100 (76%)

Project: To preserve, record and interpret the built, natural and social heritage of Wyndham Park, sited within the local St Anne's conservation area. Activities would engage local people, increase visitor numbers and up-skill staff and volunteers to support the park's long term maintenance and management.

The Big Lottery Fund representative did not attend the meeting, but recommended the project as a high priority for support.

The Committee:

- Considered that this was an excellent project which had benefited hugely from its development phase and HLF involvement.
- Noted the park's close proximity to the town centre and felt the scheme had potential to be an asset for communities in Grantham.
- Noted that the park was well loved by the locals and the centre of much community activity.
- A varied programme of activities would be delivered as part of the scheme.
- Recognised the commitment of the Council and the Environment Agency to the scheme.
- Felt that proposals would open up wider access to the park. Currently, parts of the park were fenced off and assets such as the war memorial could only be seen through a gate.

Members:

- Suggested that the link with Grantham House, a nearby National Trust property, should be explored to provide added value to the scheme.
- Recognised the importance in ensuring the future sustainability of the park and giving more autonomy to the Friends group and volunteers.

The Committee for the East Midlands and Big Lottery Fund representative considered that the project represented a high priority for support. The Board would determine the application in June.

#### **SF4 change to approved purposes for discussion and recommendation**

### **30. Boultham Park**

**CEM 2016 (2) 30**

Grantee: Linkage Community Trust

Request: Agree change to approved purposes

Project: a change to the approved purposes to remove works at the lake from the current project to restore heritage features and increase access and involvement at Boultham Park. Costs had increased since the grant was awarded and despite a series of value engineering exercises, it had not been possible to reduce costs sufficiently. Therefore, the grantee requested a change to approved purposes to remove this aspect of the scheme.

Previous award: The Board awarded a grant of £2,695,000 (73%) in June 2013.

Expert advice: Supportive.

The Committee:

- Felt that this was still an innovative and exciting project and continued to represent good value for HLF money.
- Recognised that the scheme was backed by a high level of community involvement and volunteers.
- Noted that the significant works to the lake would not be part of the scheme and recognised that this would need addressing in the future.
- Highlighted the importance of strong project management and the partnership between Linkage Community Trust and City of Lincoln Council.

The Committee for the East Midlands were supportive of the change to approved purposes. The Board would determine the outcome in June.

### **Items for discussion**

#### **31. Transition Funding Grants in the East Midlands**

**CEM 2016 (2) 31**

Jonathan Platt presented an overview of Transition Funding grants in the East Midlands.

The Committee noted the importance of providing information to potential applicants about Transition Funding and encouraging organisations to come to us before they experience difficulties.

Members discussed the importance of this type of funding and the current lack of it in the sector.

#### **32. Heritage Index, Deprivation and HLF Investment in the East Midlands**

**CEM 2016 (2) 31**

Jonathan Platt presented the paper.

The Committee noted the paper and felt that the information it contained was useful and could inform future advocacy work.

### **Items for information**

#### **33. Communications Plan for 2016-2017**

**CEM 2016 (2) 33**

Tom Williams, Communications Manager, presented the Communications Plan for 2016-17.

The Communications team had previously focused on grant announcements, but going forward there would be more emphasis the impact of HLF funding on people and communities in HLF messaging.

#### **34. Communications Report**

**CEM 2016 (2) 34**

Tom Williams, Communications Manager, presented the Communications Report.

Despite two restricted periods since the last report, there had still been good coverage in the region.

#### **35. Corporate Update**

**CEM 2016 (2) 35**

Anne Jenkins, Deputy Director of Operations, presented the Corporate Update, providing an overview of some of the current priorities and challenges for HLF.

#### **36. Any other business**

**CEM 2016 (2) 36**

There was none.

**The next meeting would be held on 7 September 2016 in Derby.**