



**IHBC e-letter:** Issue 20

**September 2014**



London Day Conference  
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East Anglia Thatching Day  
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North West Day Conference

### **Recent Highlights**

1. [Construction sector VAT-relief research update](#) published & launched in Parliament, with Treasury meeting to explore 'heritage tax credits' due

2. Our new NewsBlog author, [Alison McCandlish](#), & Research Notes consultant, [Bob Kindred](#), are in place, with Alison also now serving as our digital media 'guru' and Bob operating also as our consultant on research matters

3. The [2014 Annual School](#) was launched, delivered & concluded to widespread acclaim, sponsored by CgMS. [Summary and highlights](#)

4. We had an especially successful pilot of social media developments at our Annual School in Edinburgh, including an accessible narrative of the programme, as a '[Storify](#)' and on [Flipboard](#)

For background see the [IHBC Newsblogs](#)

5. The IHBC's new 'LETS' Liaison Officer, [Kate Kendall](#), has been appointed, with responsibility for supporting our volunteers in Branches and beyond

6. The [web-based database](#) of Full Members was launched, linked from our home page to make it publicly accessible

7. [Two member surveys](#) were developed, operated and reported on,

to inform our forward planning and governance

8. [New voting and constitutional arrangements](#) for the charity were agreed at our AGM, with the infrastructure for more democratic voting procedures also in place

9. The [annual conservation services figures for England](#), funded by English Heritage, were collated and issued, with some useful wider profile also secured

10. The [IHBC-Branded BS 7913](#) was issued offered for sale

11. We achieved a new monthly record for page visits to our suite of websites, at 370,000, in June 2014, some 60,000 a month up on Sept. 2013

12 Ten [consultation responses](#) were submitted

13. Two issues of [Context](#) have been issued and the 2014 [Yearbook](#) published

14. Updates on governance have been presented to the September Council and are reported on below

15. Our highly successful membership support '[Derby Day](#)', on 12 September was attended by more than 80 delegates

### **Peripatetic Council**

The IHBC's Council met in Derby on 11 September as part of our annual 'peripatetic' meeting, joining with members and officers of our host East Midlands Branch. This year we explored a more inward-looking agenda than usual, with our highly-successful, and free, Derby 'Membership Application Support Day' at the Roundhouse. A digital '[Storify](#)' of the day has also been compiled to help those who couldn't make it along get an idea of the content of the day.

It was an excellent programme of networking and CPD, while the records and feedback from the Derby day will be used to shape the content and structures of a series of support days for applicants that are being organised by Branches across our networks.

Council offered its warmest thanks to the Branch for all their hard work in developing the programme with the national office.

### **Council: main business**

At the Council meeting itself reports were received from our key

officers, including the President, Chair and Treasurer, alongside the interim update from the national office on progress in our corporate plan for 2010-15, our 'CP10'. As the first meeting after the AGM, Council also noted and appointed the institute's officers for the year, details of which are on the website, including the re-appointment of Trefor Thorpe as President for another year to help progress governance developments.

Council also adopted the annual update on the membership of its Disciplinary Committee, including the Committee Chair (and Past President) David Lovie. The updated Risk Register – one of the fundamental duties of the Board of a charity – was also passed, with agreement that the format of the register would be updated over the coming year.

A list of the IHBC's representation on other organisations was noted, while it was agreed that this should be developed into a web-based resource, with elected Secretaries and national Branch representatives responsible for its maintenance.

### **Trustee responsibilities and representation**

IHBC President Trefor Thorpe introduced a series of papers on the progress with the governance review highlighting the extent of growth in the IHBC over the years since the review had begun, in 2008-09. As part of this work, the IHBC's Director had been asked to prepare papers advising trustees of the need for more regular and focussed meetings to ensure an appropriate level of trustee oversight of the workings of the institute, especially given the recent rapid growth in the organisation. At the same time substantial operational concerns were noted, including that volunteers had even less time to devote to the IHBC due to pressures of work.

It was agreed that the next stage of consultation should focus on solutions that try to 'square the circle' and ensure both an appropriate and credible level of oversight of operations by trustees, in line with their legal duties, and by Branches, volunteers and the membership as a whole.

A further survey will be prepared to assess how the structures of governance might be adjusted to accommodate these contrasting pressures, to be agreed by Council, and with a report and recommendations back to Council in December.

### **Website: Development of 'mobile-first' site**

Council also noted the new website design, soon to be launched, which involved a wholesale re-construction of the way in which

members see and access the 30,000 or so pages there. With its 'mobile-first' design and functions, the new design will ensure that our members get the most helpful service possible there. In addition, the new-look home page and links will offer users a much more flexible route into one of our key public services. Do try it out and if there's any pages you can't access as easily as you'd wish, just let us know by emailing Joanna at [contact@ihbc.org.uk](mailto:contact@ihbc.org.uk)

Some sacrifices have had to be made in the amount of information displayed on the home page and elsewhere, but this would be more than compensated by the accessibility. Eight 'panels' highlight what we think are the primary links for most users, including those to our 'WebStarter', the 'HESPR' listings of IHBC-linked corporate conservation practices, and, of course, 'How to join'! Be sure to let your colleagues know about these existing services as well as the new design!

### **IHBC 'LETS' Liaison Officer**

The appointment of our new LETS Liaison Officer, Kate Kendall, also was warmly welcomed by Council, which also agreed to add interim capacity to bolster her part-time role through additional short-term consultant support. Kate is currently doing all she can to visit as many Branches as possible in these early days, to scope out the how best she can support voluntary operations. She be contacted at [LETS@ihbc.org.uk](mailto:LETS@ihbc.org.uk)

### **Annual School 2015: Norwich**

#### **'Cultural connections: conserving the diversity of place'**

**NB: ANY NOTES OF INTEREST IN OR SUGGESTIONS FOR SPONSORSHIP OF THE NORWICH ANNUAL SCHOOL, ON 'Cultural Connections', ON 18-20 JUNE 2015, SHOULD BE PASSED TO IHBC PROJECTS OFFICER FIONA NEWTON: [projects@ihbc.org.uk](mailto:projects@ihbc.org.uk)**

An update on the 2015 Annual School was offered from the East Anglia Branch, hosts for 2015, while it was noted that a main sponsor was still sought for the event. Council welcomed the programme, and in particular its expeditious development by the committee, and warmly thanked the Branch members for their work to date.

Other Branches already committed to hosting future Annual Schools include West Midlands for 2016, while Council would continue to consider options for 2017, noting that suggestions and offers from volunteers were always welcome.

### **New members**

The following members were elected to the corresponding membership categories and branches. They are noted here with congratulations and welcomes as appropriate:

### Full members

Denis Cogan (EM), Adrian Kite (SO), Jonathan Smith (SW), Lucie Carayon (LO), Jack Haw (NW), Valeria Pasetti (EM), Kirsten Ryan, (NW), Emma Sharp (NW), Alice Ullathorne (NO)

### Affiliate membership

Nicholas Bishop (LO), Graham Bishop (SE), Sarah Bridger (SE), Teresa Castle (SW), Chris Colville (LO), Peter Egan (SE), Nancy Falloon (LO), Keith Frost (SO), Adrian Gascoyne (EA), Kate Green (LO), Nigel Hewitson (SO), Clive Hillcoat (EM), Nick Hutchens-Boll (LO), Isobel Jackson (NO), Patrick Maguire (SE), Brian McArthur (SC), Gavin McCall (RI), Rachel Morley (EM), Simon Nesti (NO), David Palmer (SW), Mark Pearce (NW), Claire Price (YO), Fiona Raley (LO), Caroline Rawlings (EA), Rhiannon Rhys (SW), Imogen Sambrook (WM), Zoe Sawbridge (SO), Llion Scott (WA), Colin Sellars (SW), Andrew Shenton (WM), Alex Sherratt (LO), Fiona Sinclair (SC), Lee Sloan (NW), Gary Taylor (EM), Nick Williams (SW), Richard Broadhead (NW), Bruce Michael Edgar (LO), Serena Mahabir (LO), Jack Watford (LO)

### **Branch updates and reports**

Each Council meeting receives updates on circulated Branch reports, details of which may be found on the Branch pages on the IHBC's website.

*NB: All Branches are especially encouraged to announce their activities and publications on the IHBC's LinkedIn Group, and take advantage of this open network to advertise their achievements across our digital networks.*

As ever, Branch updates may be posted on our website. Branch representatives should pass their reports and updates to the IHBC's IT consultant, Peter Badcock, at [it@ihbc.org.uk](mailto:it@ihbc.org.uk) for posting on the Branch pages on our websites

### **IHBC Volunteering & Governance: A reminder**

#### A cover note from our Chair Mike Brown:

The strength of the IHBC lies in the willingness of its members to step forward and volunteer. The trustees are always pleased to hear from members willing to contribute their skills, time and experience, either at local or national level. Council has asked our President, Trefor Thorpe to conduct a review of our governance arrangements and recommend improvements to them and our election procedures. In the meantime here is a reminder of the current arrangements:

*The Institute of Historic Building Conservation is a registered charity and limited company operating under the oversight of our Council, a Board of Trustees who are also the directors of the company. The IHBC's Council is supported by an executive body, the National Office, and advised by council members and volunteers operating through our Committee and Branch structures. See our website and 'Yearbook' for details.*

*Each year the IHBC's Council members are elected at our Annual General Meeting. Council Members are the trustees of the Institute and include elected Officers (Chair, Vice-Chair, Treasurer and Secretary), Branch Representatives and Committee Chairs. Only Full Members of the IHBC enjoy voting rights on the Council.*

*All IHBC members and supporters are encouraged to contribute to the operations of the institute, locally and nationally. Such contributions serve as suitable preparation for trusteeship.*

*All posts are open for election each year. Anyone interested in developing skills for a post as a trustee should review the relevant job descriptions and specifications, and also consult with a relevant post-holder, Branch or Council member, or the National Office, on how to best to progress skills.*

*Anyone interested in trusteeship should:*

- *Get involved with IHBC Branches and/or relevant national Committees*
- *Develop a strong understanding of the IHBC's national operations by monitoring regularly our membership and news information services, including the NewsBlogs, Membership eletter and our in-house publications, Context and our Yearbook*
- *Familiarise themselves with the duties of trustees in general, and of the corporate operations of the Institute*  
*(see [http://ihbc.org.uk/about/corp\\_papers/corp\\_papers.html](http://ihbc.org.uk/about/corp_papers/corp_papers.html))*
- *Familiarise themselves with the duties of any particular post they are interested in, in line with the guidance provided on the website (including business plans and, where available, job descriptions)*
- *Be prepared to offer a minimum of 8 days per year in the service of the institute, typically working days*
- *Recognise that, by law, trustees are not allowed personal gain from their role, and are obliged to represent the national interests of the IHBC.*