



Annual Report

Year ending 30 March 2014

The National Heritage Science Forum is a Charitable Incorporated Organisation (CIO), registered charity number (England & Wales) 1154160 (from 10 October 2013).

Registered office: Heelis
Kemble Drive
Swindon SN2 2NA

Website: www.heritagescienceforum.org.uk

Bankers: CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME18 4JQ

Transitional board: Sarah Staniforth (Chairperson), National Trust
(31.03.13 – 24.06.13) Nancy Bell, The National Archives
Professor May Cassar, University College London
Dr Edward Impey, English Heritage
Dr Craig Kennedy, Historic Scotland
Alison Richmond, Icon
Jacqueline Ridge, National Galleries of Scotland
Dr David Saunders, British Museum
Professor Heather Viles, University of Oxford
Professor David Watkinson, Cardiff University

Board of trustees: Sarah Staniforth (Chairperson), National Trust
(from 24.06.13) Nancy Bell (Deputy Chairperson), The National Archives
Gill Campbell, English Heritage (from 12.07.13)
Simon Cane, Birmingham Museums Trust
Professor May Cassar, University College London
Diane Gwilt, Amgueddfa Cymru – National Museums Wales
David Howell, University of Oxford (from 12.07.13)
Dr Ewan Hyslop, Historic Scotland
John Jackson, Natural History Museum (from 26.09.13)

Dr Phillipa Laurenson, Tate
Deborah Novotny, British Library (until 13.03.14)
Alison Richmond, Icon
Jacqueline Ridge, National Galleries of Scotland
Dr David Saunders, The British Museum
Dr Jim Williams, English Heritage (until 12.07.13)
Dr Constantina Vlachou, Historic Royal Palaces

Honorary president: Baroness Sharp of Guildford

Structure, governance and management

For the period 31 March 2013 to 09 October 2013, the National Heritage Science Forum (NHSF) operated as a not for profit membership organisation pending its application for, and registration as, a charitable incorporated organisation (CIO). Registered charity status was achieved on 10 October 2013, registered charity number (England & Wales) 1154160. The operation of NHSF is governed by its constitution which was agreed on 10 October 2013.

Appointment and induction of trustees

The first trustees of the National Heritage Science Forum were appointed from its membership at NHSF's first AGM on 24 June 2013. Appointment of new trustees takes place in accordance with NHSF's constitution. All trustees were provided with copies of the Charity Commission's guidance on becoming a charity trustee and the Charity Commission's guidance on public benefit.

The trustees take the lead on both strategic and operational issues and are supported in their work by a part-time administrator who provides administrative services through a consultancy contract.

Objects, strategic aims and purpose

The stated charitable object of the National Heritage Science Forum is:

To promote the efficiency and effectiveness of charities, not-for-profit organisations and voluntary organisations and the effective use of resources for charitable purposes by charitable and non charitable bodies working to promote the understanding, preservation and conservation of the UK's material cultural heritage for the benefit of the public. Material cultural heritage is the things both natural and man-made that are valued for their meaning and significance.

For the purpose of this clause, charities are organisations which are established for exclusively charitable purposes in accordance with the laws of England and Wales. Voluntary and not for profit organisations are independent organisations which are established for purposes that add value to the community as a whole, or a significant section of the community and which are not permitted by their constitution to make a profit for private distribution. Voluntary organisations do not include local government or other statutory authorities.

The strategic aims of the National Heritage Science Forum are to:

- Demonstrate the public benefit of heritage science and increase public engagement and support for it.
- Improve partnership within the sector and with others by increasing collaboration to help practice make better use of research, knowledge and innovation and to enhance resources, funding and skills.

Its purpose is:

- To maximise the impact and public benefit of Heritage Science by building a diverse interdisciplinary community of researchers, scientists, practitioners and policymakers who work together to share knowledge, ideas, innovation and resources.
- To provide a forum for members to discuss issues of common concern and provide opportunities for advice, support and collaboration and for sharing good practice.
- To act as a voice for the heritage science sector to Government and other strategic bodies in informing policy and practice by providing a strong evidence base for decision-making.
- To network with other digital platforms to make publicly accessible heritage science research, knowledge exchange and collaboration.

The trustees have referred to the Charity Commission's guidance on public benefit when reviewing NHSF's aims and objectives and when planning the activities of the charity.

Activities

In the year ending 30 March 2014 the activities undertaken in support of NHSF's charitable object and for the public benefit included:

1. Bringing together users and doers of heritage science to establish the National Heritage Science Forum so that knowledge and innovation can be shared to improve the understanding and preservation of material cultural heritage for the benefit of the public.
2. Facilitating the sharing of equipment and resources to make more effective use of investment and for the benefit of the wider heritage science community.
3. Sharing information about research priorities, research projects and research funding to increase opportunities for collaboration and the effectiveness and efficiency of partnerships so that better value is achieved for public and private investment in heritage science research.
4. Establishing communication platforms and networks to raise the profile of heritage science and to enable public access to information, research and opportunities in the field of heritage science.
5. Acting as a voice for the heritage science sector to Government and other policy bodies to ensure that heritage science and the public benefit of heritage science is taken into account in policies and decisions relating to material cultural heritage.

Achievements

In the period 31 March 2013 to 24 June 2013 the transitional board worked to define NHSF's vision, strategic aims and purpose as an organisation. The National Heritage Science Forum was successfully launched at an event at the House of Lords on 24 June 2013, at which the Forum's first board of trustees was appointed. At this same event, Baroness Sharp of Guildford agreed to become the Forum's Honorary President, continuing NHSF's links to the House of Lords and recognising the Forum's origins in the House of Lords science and technology select committee inquiry into science and heritage. A number of people have contributed their time, knowledge and expertise to the development of the National Heritage Science Strategy and the consequent establishment of NHSF. The trustees gratefully acknowledge the support and the commitment of the transitional board in 2013-14 and would like to recognise, in particular, the support of the Arts & Humanities Research Council (AHRC) and the Science and Heritage Programme during the establishment of NHSF.

An application was made to the Charity Commission in May 2013 for registered charity status in England & Wales. Successful registration as a Charitable Incorporated Organisation (CIO) was achieved on 10 October 2013 and NHSF is now registered as a charity, number 1154160 (in England & Wales). Following successful registration as a charity, NHSF was able to open a bank account with CAF Bank Ltd in December. Membership income which had been received by UCL on behalf of NHSF was transferred in its entirety to NHSF in January 2014. The trustees are grateful to UCL for its support during the establishment of NHSF.

In July 2013 the trustees agreed NHSF's priority areas of activity and established six working groups to begin to deliver the objectives of the National Heritage Science Strategy. The working groups operate under the broad headings of: research, communications, mapping and intelligence, education & training, events, and equipment & resources. The trustees work across multiple working groups, in some cases with external volunteer assistance, to deliver benefits in NHSF's areas of activity.

In October 2013 a part-time administrator was appointed to provide administrative services on a one-year consultancy contract to support the work of the trustees and to manage NHSF's communications. This has resulted in the establishment of an e-newsletter which collates and distributes information about heritage science research, funding opportunities, events, training and the work of allied sectors and organisations. The NHSF website and social media presence are growing and a communications plan is under development which will enable NHSF to target its messages appropriately and ensure wide public access to information about heritage science. In tandem with this work, trustees are mapping the policy landscape and identifying key policy bodies with whom to engage to raise the profile of heritage science. NHSF responds to consultations on behalf of the heritage science community and in February submitted a response to the Government's consultation document on the New Model proposed for English Heritage and the management of the National Heritage Collection.

Raising the profile of heritage science, and of the Forum as a means of coordinating activity and achieving impact on behalf of the sector, also takes place through participation in events. In October 2013 a presentation about the Forum was given at the Science & Heritage Programme conference 'Sustaining the impact of heritage science', in January 2014 trustees of the Forum attended a working group and reception to mark the publication of the 'Mind the Gap' research report, and in February 2014 the Forum exhibited at the Historic Scotland / RCAHMS Research Showcase conference. In addition to these activities, the Forum promotes the events of others in which heritage science features to encourage wide participation in events, the translation of research into practice and greater understanding of the public benefit of heritage science.

In March 2014, NHSF negotiated access to Kit-Catalogue, a database which has been developed to facilitate the sharing of information about equipment between organisations. In the course of the next year, NHSF members will contribute information about equipment used for heritage science research by their organisations and where appropriate, make this information publicly visible. This will facilitate the sharing of equipment and knowledge about equipment making better use of limited resources and enhancing technical skills.

NHSF's activities are funded by its members through annual subscriptions. NHSF is currently developing its membership strategy to ensure that the interdisciplinary nature of heritage science is well represented in the breadth of its membership and to ensure a sustainable future for NHSF so that it can continue to deliver public benefit through its support for heritage science.

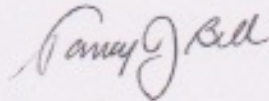
Policy on reserves

NHSF has not had a reserves policy for the year 31 March 2013 to 30 March 2014. This is because the charity is only recently established. The trustees are to develop and agree a reserves policy in 2014-15.

Reporting to the Charity Commission

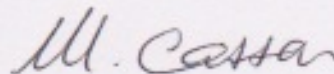
This annual report and associated receipts and payments accounts will not be submitted to the Charity Commission. As a result of NHSF's date of registration as a charity its first annual report, accounts and independent examiner's report will be for the period 10 October 2013 to 30 March 2015 for which the filing deadline is 30 January 2016. This has been confirmed with the Charity Commission.

Signed on behalf of the Board of Trustees:



Print name

NANCY J. BELL




Print name

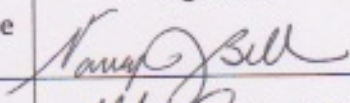
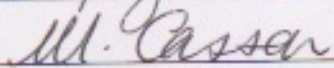
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Receipts and payments accounts

Accounts for the period 31 March 2013 to 30 March 2014 are presented using the receipts and payments accounts template provided by the Charity Commission. The accounts have not been independently examined as this will take place for the period 10 October 2013 to 30 March 2015.

	National Heritage Science Forum				1154160		CC16a	
	Receipts and payments accounts							
	For the period from		Period start date	To	Period end date			
		31/03/2013	30/03/2014					
Section A Receipts and payments								
	Unrestricted funds		Restricted funds		Endowment funds		Total funds	Last year
	to the nearest £		to the nearest £		to the nearest £		to the nearest £	to the nearest £
A1 Receipts								
Members' subscriptions	74,000		-		-		74,000	-
Bank interest	14		-		-		14	-
	-		-		-		-	-
	-		-		-		-	-
	-		-		-		-	-
	-		-		-		-	-
	-		-		-		-	-
	-		-		-		-	-
Sub total(Gross income for AR)	74,014		-		-		74,014	-
A2 Asset and investment sales, (see table).								
	-		-		-		-	-
	-		-		-		-	-
Sub total	-		-		-		-	-
Total receipts	74,014		-		-		74,014	-
A3 Payments								
Consultancy services - administration	5,490		-		-		5,490	-
Equipment database subscription	550		-		-		550	-
Consultant's expense claims	522		-		-		522	-
	-		-		-		-	-
	-		-		-		-	-
	-		-		-		-	-
	-		-		-		-	-

	-	-	-	-	-
	-	-	-	-	-
Sub total	6,562	-	-	6,562	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	6,562	-	-	6,562	-
Net of receipts/(payments)	67,452	-	-	67,452	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	67,452	-	-	67,452	-
Section B Statement of assets and liabilities at the end of the period					
Categories	Details	Unrestricted funds	Restricted funds	Endowment funds	
		to nearest £	to nearest £	to nearest £	
B1 Cash funds	Cash at bank	67,452	-	-	
		-	-	-	
		-	-	-	
	Total cash funds	67,452	-	-	
	(agree balances with receipts and payments account(s))	OK	OK	OK	
		Unrestricted funds	Restricted funds	Endowment funds	
	Details	to nearest £	to nearest £	to nearest £	
B2 Other monetary assets		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Publicity materials (banner and leaflets)	Unrestricted fund	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Uncleared cheques	Unrestricted fund	2,442	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		NANCY BELL		23.6.14
		MAY CASSAR		23.6.14

- End -