The Role and Aims of DCMS:

1. The Department for Culture, Media and Sport (DCMS) is the central UK Government Department responsible for Government policy on tourism, the arts, museums and galleries, the built heritage, film, libraries, sport and recreation, the National Lottery, export licensing of cultural goods, broadcasting, press freedom and regulation and the royal estate.

2. The overall aim of DCMS is to improve the quality of life for all through cultural and sporting activities and to strengthen the creative industries. The individual strategic aims of excellence, access, promoting the creative industries and education, are facilitated by the sponsorship of over 40 Non-Department Public Bodies (NDPBs) throughout the country.

DCMS and the Regions:

3. DCMS interest in the regions is represented primarily by the following NDPBs:
   - Regional Tourist Boards,
   - Regional Arts Boards,
   - Area Museum Councils,
   - Sport England,
   - English Heritage.

4. The Department's strategic leadership role in the regions has been enhanced during 1999 with Grade 'A' (or 7) representation in each of the 9 Government Offices (GOs). Apart from promoting DCMS objectives across the country, these representatives provide effective communication between the Department and the regions, e.g. through the Regional Cultural Consortium network.

5. In addition to this representation DCMS has a Local Government Branch which has responsibility for assessing all ERDF applications for PES cover, whose grant rate is above the delegated limit (see para. 6). To assist in this process, all GOs are encouraged to maintain close and regular contact with the Department's NDPBs and agencies who help in assessing ERDF project applications. These organisations are often best placed to judge whether a project fits in with local needs and priorities. A list of the NDPBs in each region is attached.
**Delegated Authority:**

6. As most of our sectors, particularly tourism, the arts, museums and galleries and the built heritage, are potential beneficiaries of ERDF, DCMS has, like other Departments, agreed to delegate a degree of authority to the GOs for assessing and approving projects within its sectors. The level of delegation allows each GO to approve DCMS-related ERDF projects whose grant rate is under £1,000,000.

**GO Action for ERDF Applications Requiring DCMS Policy Cover that are Above Delegation:**

7. In order to establish whether an ERDF project reflects DCMS, national and regional, objectives, and offers value for money (vfm), you will need to consult the relevant regional NDPBs for comments. For example, if the refurbishment of a museum is part of the project proposals, you will need to seek input from the Area Museums Council. For tourism projects, this will always involve the Regional Tourist Board.

8. Each ERDF project application should:

   i) explain the basis of the costings, justify staffing requirements, indicate how the project running costs are to be paid and demonstrate vfm,

   ii) involve activity that is additional to current programmes; demonstrate how the project will be monitored and evaluated,

   iii) take account of other developments in progress, or planned (within or beyond your region), to avoid duplication.

   **NB** It is important that new projects do not adversely affect existing businesses, particularly those that are similar in nature.

   If a project is similar in nature to an existing or planned project, the ERDF application must be supported by hard evidence of the project’s market potential and contribute to the achievement of the wider ERDF single programme targets, e.g. attracting investment, helping small firms, creating/safeguarding jobs.

9. Furthermore, in relation to tourism projects, please ensure that the proposals;

   i) relate to an agreed tourism strategy, which takes account of regional and national tourist strategies, identifies strengths and weaknesses and targets specific market opportunities,

   ii) demonstrate how the measure(s) proposed will develop tourism and the quality of the tourism product,

   iii) set clear, measurable and achievable objectives through outputs.
10. If the applicant is a body funded by DCMS, and if they propose to use DCMS funds to match an ERDF grant, they should ensure that any conditions attached to the use of grant-in-aid or other DCMS support are fulfilled before applying for ERDF.

11. For projects above the delegated authority level, please ensure that you have received comments from all the NDPBs involved before referring the case to your DCMS ERDF contact (see para 15 for contact details). Please note that the following is a list of items DCMS will need to assess your project:

- ERDF application form,
- NDPB comments,
- Costing schedule,
- Business Plan (which should include an exit strategy),

and, where appropriate;

- Feasibility study,
- Marketing strategy.

12. Provided you have forwarded all the relevant information, you should allow a three-week period for DCMS to consider the case and reach a decision on policy cover.

13. To help you decide whether an ERDF project may relate to DCMS, please refer to the attached series of background notes. The notes describe those DCMS sectors most likely to benefit from ERDF and explain their aims, objectives and current priorities.

GO Action for ERDF Applications Requiring DCMS Policy Cover that are Below Delegation:

14. Although you deal with these applications 'in-house', it is important that, as a matter of course, you follow the same procedure for projects above delegation to ensure that DCMS PES is assigned accurately. Also, it is equally important that you keep DCMS fully apprised of all projects designated DCMS PES throughout the life of the Structural Funds Programme. Therefore, please ensure that you provide DCMS, each quarter, with a report that includes the following information:

- GO ref. No.,
- project title,
- applicant name,
- grant rate,
- total eligible cost,
- total project cost,
- offer letter date.

DCMS will carry out a percentage check of these project applications.
15. **DCMS CONTACTS**

Department for Culture, Media and Sport  
2-4 Cockspur Street  
London SW1Y 5DH

**Sue Halstead**  
Tel. 020 7211 6383  
Fax. 020 7211 6382

email. Sue.Halstead@Culture.gsi.gov.uk

**Bryan Foster**  
Tel. 020 7211 6386  
Fax. 020 7211 6382

email. Bryan.Foster@Culture.gov.uk

**TOURISM**

Tourism can contribute significantly to achieving the Government's central economic objective of achieving high and sustainable levels of growth and employment so that everyone in Britain can share in higher living standards and greater job opportunities.

Tourism is an important economic sector. Inward and domestic tourists to the UK spend £53 billion annually. Tourism is the UK's leading invisible export. 1.75 million people are employed in 125,000 tourism-related businesses, which represents 7% of all people in employment in the UK. Tourism also provides many social and environmental benefits, and for many is the source of great enjoyment.

The Government is committed to enabling growth, which is economically, environmentally and socially sustainable. Its tourism strategy document, *Tomorrow’s Tourism*, published in February 1999, seeks to foster tourism development, which takes account of the needs of tourists, businesses and host communities. The strategy seeks to;

- *create the right framework for tourism to flourish*; by ensuring that the activities of all parts of Government support the development of the industry,

- *develop and spread quality*; by encouraging the development of world class product and service standards in the industry, providing better information both to customers and businesses, and developing a well trained and motivated workforce,

- *encourage the wise growth of tourism*; by ensuring that growth in tourism is sustainable and that the benefits of tourism are spread throughout society.
**Action:**

For tourism projects, applicants should ensure that their ERDF application;

i) relates to an agreed national strategy which takes account of regional and national *tourism* strategies; identifies strengths and weaknesses and targets specific market opportunities,

ii) demonstrates how the measure(s) proposed will develop tourism in the region, and the quality of the tourism product, in a manner which is economically, socially and environmentally sustainable, and which caters for all potential tourists whatever their needs,

iii) in the case of a marketing programme, shows how it relates to an area which is recognised as, or is capable of being promoted as, a destination in its own right; and where marketing will bring genuinely additional economic benefits,

iv) sets clear, measurable and achievable objectives with performance targets, e.g. increases in *tourist* expenditure, and their origin, new jobs created and their location, etc.; targets should be credible and, if possible, supported by research evidence,

v) shows that appropriate local bodies have been consulted, e.g. Regional Tourist Board, Area Museums Council, Sports Council, Regional Arts Board, local Chambers of Trade and Commerce and local tourism trade organisations.
THE ARTS

The government's Creative Industries Task Force is now spearheading a recognition of the cultural sector's significant contribution to the UK’s economic and social development. Issues of identity, creativity and innovation are central to the function of this sector and the guidance below is given in the context of national priorities dedicated to encouraging excellence and access for all.

The cultural industries have to represent one of the fastest growing sectors, the country's fourth largest employer and contributing over £60 billion annually to the country's economy. Culture is of twofold importance for regional development. Firstly, culture is a major source of employment: activities related to the arts and cultural heritage, as well as products and industries, create jobs directly and indirectly. Secondly, a vibrant cultural infrastructure is an increasingly important factor for influencing resources into the region, as it contributes to the image and attractiveness of the region.

The arts and cultural industries are also acknowledged as an important factor in regenerating deprived areas and tackling social exclusion. Cultural projects should encourage individuals to be creative, confident, flexible and able to adapt; providing young people particularly with the necessary skills and routes to sustainable employment and further qualifications. They should be accessible to all and reflect the diverse needs and make-up of the communities they serve.

For cultural projects, applicants should have considered the following;

i) cultural projects are well placed to address social and economic regeneration. Does the project relate to agreed local strategies and communities targeted by the relevant Single Programme Document?

ii) is the project relevant to local and regional cultural needs and does it have the support of the Regional Arts Board?

iii) where appropriate, have other relevant bodies been consulted, e.g. local authorities or the Regional Tourist Board?

iv) is the project supported by a clear business plan, identifying achievable and measurable outputs, e.g. to create [x] new permanent full/part-time jobs in the sector?

v) projects should be the result of imaginative partnerships between local communities, economic regeneration and cultural development agencies and artists to help maximise sustainable jobs and provide key transferable skills for people in the sector. Does the project meet these objectives?
There are over 2000 museums and galleries in this country. They are public cultural institutions (both publicly and privately maintained) which promote an appreciation of cultural identity and which help people to understand who and where we are by reference to the past and present. They are being seen increasingly as a valuable resource both for educational purposes and as a means of encouraging social inclusion and economic regeneration.

Traditional skills and values such as curatorial excellence, effective conservation and documentation and scholarship remain core to the effective operation of museums. However, excellence in the way that collections are displayed and interpreted is also very important, as well as inter-action by museums into the community. This helps to maximise museums’ educational potential and makes relevant to the widest possible range of people.

DCMS directly sponsors most of England’s national museums and galleries (others are sponsored by the Ministry of Defence) and a small number of major non-national institutions. The Funding Agreements between DCMS and its sponsored museums reflect the areas of activity to which the Department attaches particular importance. However, these areas are not only important to national museums, they have relevance to the sector as a whole. Most, or all, of the following national museums targets will also be appropriate to other classes of museum;

i) increase access to collections, e.g. by;
   - broadening the visitor base,
   - extending opening hours,
   - meeting visitors’ special needs, e.g. those with a disability,
   - enabling remote access, e.g. via a website.

ii) increase visitor satisfaction;

iii) provide good quality educational facilities and services for people of all ages and from all backgrounds;

iv) achieve standards of excellence in collections;
   - conservation,
   - documentation,
   - study,
   - interpretation & display.

v) provide or facilitate good quality training for its own members of staff,

vi) increase co-operation and build partnerships between museums.

We would also expect a local museum to form links with other organizations and groups in its area and to consider any particular needs of the local community.
Action:

In describing their projects Museums and Galleries applicants should demonstrate one or more of the following:

i) how the project will increase or enhance additional museum usage by improving the quality of the museum’s standards, services or collection care, or by making the institution relevant to a wider audience, including engagement with that audience,

ii) set clear, measurable and achievable performance targets, e.g. overall museum usage, or target group usage, or support for either formal or informal learning,

iii) mention any linkage with other institutions whether through a partnership or a local cultural, heritage or museum strategy,

iv) demonstrate any linkage with other forms of cultural, educational or social activity,

v) mention whether their museum is registered with the Museums and Galleries Commission and whether the appropriate Area Museum Council has been consulted about, or involved in, the project.
SPORT AND RECREATION

The Government's Sport for All policy aims to ensure that every community has access to as wide a range of facilities as possible, and that the opportunities to use them exist for everybody. The guidance below for European funding is part of a national strategy for sport dedicated to providing sporting excellence at all levels and increasing sporting opportunities for the many not just the few. This approach is also part of the drive to tackle social exclusion by promoting the benefits of sport and recreation, which has so much to offer those at risk of being excluded, and is, perhaps, one of the most attractive ways of helping those in deprived urban and rural areas. The Department also supports the development of the creative industries, of which sport and recreation are an integral part, which can also contribute towards the national welfare to work programme, with imaginative partnerships offering good prospects for entry level jobs which provide the necessary work skills and routes to qualifications for young people.

For sport and recreation projects applicants should, therefore, consider the following;

i) sport can help social regeneration and tackling social exclusion. Projects should, therefore, relate to an agreed local strategy on these issues, e.g. schemes aimed at reducing criminality,

ii) the project should demonstrate that plans for the management of facilities have taken account of the policy and aims of the national welfare to work programme,

iii) the project should be relevant to regional or local sporting need, and have the support of the regional office of the English Sports Council (ESC),

iv) the project should demonstrate how it will either, widen access and increase active participation in sport (generally or for targeted groups eg the disabled, minority groups, women, school/club links) maximising community benefit, improve standards of performance (through support for talented individuals) or attract more major events to the region,

v) the project should be supported by a sports development plan with clearly identified objectives and achievable and measurable targets eg to achieve an increase of [xx] in the numbers of people participating on a regular basis by [date] or to increase in general, or by target groups, the number of qualified coaches by [xx] through the development and delivery of an additional [xx] number of coaching courses by [date].

vi) the project should show proper consultation with other relevant bodies in addition to the regional office of the ESC, e.g. regional sports forums, governing bodies, local associations, etc,

vii) projects should be suitable to be considered against the selection criteria and priority initiatives identified by the ESC for Lottery funding (bear in mind that EU funding is identified as an appropriate source of partnership funding for all Sports Lottery Fund applications).
THE BUILT HERITAGE

For built heritage projects, applicants should ensure that their application;

i) relates to an agreed conservation strategy as set out by the local planning authority, and takes account of national strategies as set out by the Government in Planning Policy Guidance Note 15: Planning and the Historic Environment and Planning Policy Guidance Note 16: Planning and Archaeology,

ii) demonstrates how the project will support the effective conservation of buildings and sites of historic and architectural importance for its own sake, and also because it makes a significant contribution to the environment generally and to the economy (particularly through tourism),

iii) demonstrates how conservation contributes to economic regeneration and how an attractive environment draws more economic activity to an area; underpins sustainable development strategies and helps maintain a sense of community,

iv) sets clear measurable and achievable objectives with performance targets, e.g. increase in the number of day and night visitors to heritage sites; number of historic buildings to be preserved and uses to be adopted; new jobs created and their location,

v) show that appropriate local and national bodies have been consulted, e.g. English Heritage, local amenity societies, local planning authorities.
Departmental support for the film sector is predicated on two related aims. The first is cultural and concerned with the moving image as an art form; widening access to good cinema, preserving the heritage of the past, ensuring that the British public can see films which express British cultural values as well as American ones. The second is economic and is concerned with promoting the health of the domestic production industry, and encouraging inward investment by overseas film-makers: these goals also bring wider benefits to the industries which serve the film industry, local economies, and tourism.

The Film Policy Review Group’s report *A Bigger Picture* sets out the Government’s general strategy for action in co-operation with the industry.

For film and other audio-visual projects, applicants should ensure that their applications;

i) relate to any relevant strategy relating to film and audio-visual matters developed by Regional Arts Boards, local authorities, etc,

ii) demonstrate how the proposals will improve access or promote or develop the audio-visual sector by providing programming or facilities not otherwise available,

iii) set clear, measurable and achievable objectives and performance targets, eg for audience numbers, usage of facilities, training provision etc,

iv) show that appropriate local bodies have been consulted, such as local authorities, local university media centres, etc.
REGIONAL TOURIST BOARDS

CUMBRIA TOURIST BOARD
Ashleigh
Holly Road
Windermere
Cumbria
LA23 2AQ
Tel. 01539 44 44 44
Director: Ms C Collier
Chair: R Boddy

EAST OF ENGLAND TOURIST BOARD
Toppesfield Hall
Hadleigh
Suffolk
IP7 5DN
Tel. 01473 82 56 01
Director: Ms Tess Wright
Chair: Mr J Seaman

LONDON TOURIST BOARD
6th Floor
Glen House
Stag Place
London
SW1E 5LK
Tel. 020 7932 2019
Director: Mr P Hopper
Chair: Mr D Batts

NORTHUMBRIA TOURIST BOARD
Aykley Heads
Durham
DH1 5UX
Tel. 0191 375 3000
Chief Executive: Mr P Sloyan
Chair: Cllr Robert Pendlebury

SOUTH EAST ENGLAND TOURIST BOARD
1 Warwick Park
Tunbridge Wells
Kent
TN2 5TU
Tel. 01892 54 07 66
Chief Executive: Mr F Cubbage
Chair: Mrs J Patten

SOUTHERN TOURIST BOARD
40 Chamberlayne Road
Eastleigh
Hampshire
SO5 5JH
Tel. 01703 62 00 06
Managing Director: Mr J Slater
Chair: Mr M Green

SOUTH WEST TOURIST BOARD
Woodwater Park
Exeter
EX2 5WT
Tel. 01392 353201
Chief Executive: Mr Malcolm Bell
Chair: Mr C Boston

YORKSHIRE TOURIST BOARD
312 Tadcaster Road
York
YO2 2HF
Tel. 01904 70 79 61
Director: Mr D Andrews
Chair: Councillor David Gennell

NORTHWEST TOURIST BOARD
Swan House
Swan Meadow Road
Wigan Pier
Wigan
WN3 5BB
Tel. 01942 82 12 22
Chief Executive: Ms D Naylor
Chair: Mr A Goldstone

HEART OF ENGLAND TOURIST BOARD
Woodside
Larkhill Road
Worcester WR5 2EF
Tel. 01905 76 34 36
Chief Executive: Mr M Elliott
Chair: Sir William Lawrence Bt

REGIONAL ARTS BOARDS
Website. www.arts.org.uk

EASTERN ARTS BOARD
Cherry Hinton Hall
Cherry Hinton Road
Cambridge CB1 8DW

Tel. 01223 215 355
Fax. 01223 248 075
email. firstname.surname.@eastern-arts.co.uk

Chair: Prof Stuart Timperley
Acting Chief Executive: Rosy Greenless

EAST MIDLANDS ARTS BOARD
Mountfields House
Epinal Way
Loughborough
Leics LE11 0QE

Tel. 01509 218 292
Fax. 01509 262 214
email. firstname.surname@em-arts.co.uk

Chair: Prof Ray Cowell
Chief Executive: John Buston

LONDON ARTS BOARD
Elme House
133 Long Acre Road
Covent Garden

London WC2E 9AF
Tel. 020 7240 1313
Fax. 020 7670 2400
email. firstname.surname@lonab.co.uk
http://www.arts.org.uk
Chair: Trevor Phillips OBE
Chief Executive. Sue Robertson

NORTHERN ARTS BOARD
9-10 Osborne Terrace
Jesmond
Newcastle upon Tyne NE2 1NZ

Tel. 0191 281 6334
Fax. 0191 281 3276
email. nab@norab.demon.co.uk

Chair: Cllr George Loggie
Chief Executive: Andrew Dixon

NORTH WEST ARTS BOARD
Manchester House
22 Bridge Street
Manchester M3 3AB

Tel. 0161 834 6644
Fax. 0161 834 6969
email. initialsurname@nwarts.co.uk

Chair: Prof Brian Cox CBE FRSL
Chief Executive: Sue Harrison

SOUTHERN ARTS BOARD
13 St Clements Street
Winchester
Hants SO23 9FQ

Tel. 01962 855 099
Fax. 01962 861 186
email. firstname.surname@southernarts.co.uk

Chair: David Astor CBE
Chief Executive: Robert Hutchinson
SOUTH EAST ARTS BOARD
Union House
Eridge Road
Tunbridge Wells
Kent TN4 8HF

Tel. 01892 507 200
Fax. 01892 549 383
email. info@seab.co.uk

Chair: Roger Reed
Chief Executive: Felicity Harvest

SOUTH WEST ARTS BOARD
Bradninch Place
Gandy Street
Exeter EX4 3LS

Tel. 01392 218 188
Fax. 01392 413 554
email. firstname.surname@swa.co.uk

Chair: John Prescott Thomas
Chief Executive: Nick Capaldi

WEST MIDLANDS ARTS BOARD
82 Granville Street
Birmingham B1 2LH

Tel. 0121 631 3121
Fax. 0121 643 7239
email. info@west-midlands-arts.co.uk

Chair: Rod Natkiel
Chief Executive: Sally Luton

SOUTH WEST MUSEUMS COUNCIL
Hestercombe House
Cheddon Fitzpaine
Taunton TA2 8LQ

Tel. 01823 259 555
Fax. 01823 466 522
email. firstname.surname.yha@artsfb.org.uk

Chair: Christopher Price
Chief Executive: Roger Lancaster

AREA MUSEUM COUNCILS

NORTH EAST MUSEUMS
House of Recovery
Bath Lane
Newcastle upon Tyne NE4 5SQ
Tel. 0191 222 1661
Fax. 191 261 4725
email. nems@nems.co.uk

NORTH WEST MUSEUMS SERVICE
Griffin Lodge
Cavendish Place
Blackburn BB2 2PN
Tel. 01254 670 211
Fax. 01254 681995
email. nwms@nwms.demon.co.uk

YORKSHIRE & HUMBERSIDE MUSEUMS COUNCIL
Famley Hall
Hall Lane
Leeds LS12 5HA
Tel. 0113 263 8909
Fax. 0113 279 1479
email. info@yhmc.org.uk

EAST MIDLANDS MUSEUMS SERVICE
Courtyard Buildings
Wollaton Park
Nottingham NG8 2AE
Tel. 0115 958 4534
Fax. 0115 928 0038
email. emms@emms.org.uk

WEST MIDLANDS REGIONAL MUSEUMS COUNCIL
Hanbury Road
Stoke Prior
Bromsgrove B60 4AD
Tel. 01527 872 258
Fax. 01527 576 960
email. wmrmc@btinternet.com

SOUTH WEST MUSEUMS COUNCIL
Hestercombe House
Cheddon Fitzpaine
Taunton TA2 8LQ
Tel. 01823 259 696
Fax. 01823 413 114
email. general@swmuseums.demon.co.uk
SOUTH EASTERN MUSEUMS SERVICE (SEMS)
Central Office
Ferroners House
Barbican
London EC2Y 8AA
Tel. 020 7600 0219
Fax. 020 7600 2581
e-mail. sems@sems.org.uk

SEMS EASTERN REGIONAL OFFICE
Manor House Museum
5 Honey Hill
Bury St Edmunds
Suffolk IP33 1HF
Tel. 01284 723 100
Fax. 01284 723 300
e-mail. eastern@sems.org.uk

SEMS LONDON REGIONAL OFFICE
Ferroners House
Barbican
London EC2Y 8AA
Tel. 020 7600 0219
Fax. 020 7600 2581
e-mail. London@sems.org.uk

SEMS SOUTHERN REGIONAL OFFICE
The Garden Room
Historic Dockyard
Chatham
Kent ME4 4TE
Tel. 01634 405 031
Fax. 01634 840 795
e-mail. southern@sems.org.uk

SEMS WESTERN REGIONAL OFFICE
Chilcomb House
Chilcomb Lane
Winchester
Hampshire SO23 8RD
Tel. 01962 844 909
Fax. 01962 878 439
e-mail. western@sems.org.uk

COMMITTEE OF AREA MUSEUMS COUNCIL
The Secretary can be contacted c/o South Eastern Museum Service’s Central Office.

SPORT ENGLAND
16 Upper Woburn Place
London WC1H 0QP
Tel. 020 7273 1500
Fax. 020 7383 5740
e-mail. info@english.sports.gov.uk

WEST MIDLANDS
Sport England West Midlands
1 Hagley Road
Five Ways
Birmingham B16 8TT
Tel. 0121 456 3444
Fax. 0121 456 1583

EAST MIDLANDS
Sport England East Midlands
Grove House
West Bridgford
Nottingham NG2 6AP
Tel. 0115 982 1887
Fax. 0115 945 5236

EAST
Sport England East
Crescent House
19 The Crescent
Bedford MK40 2QP
Tel. 01234 345 222
Fax. 01234 359 046

YORKSHIRE
Sport England Yorkshire
Coronet House
Queen Street
Leeds LS1 4PW
Tel. 0113 243 6443
Fax. 0113 242 2189

NORTH WEST
Sport England North West
Astley House, Quay Street
Manchester M3 4AE
Tel. 0161 834 0338
Fax. 0161 835 3678
SOUTH WEST
Sport England South West
Ashlands House
Crewkerne
Somerset TA18 7LQ
Tel. 01460 73491
Fax. 01460 77263

NORTH
Sport England North
Aykley Heads
Durham DH1 5UU
Tel. 0191 384 9595
Fax. 0191 384 5807

SOUTH EAST
Sport England South East
PO Box 480
Crystal Palace National Sport Centre
London SE19 2BQ
Tel. 0208 778 8600
Fax. 0208 676 9812

SOUTH
Sport England South
51a Church Street
Caversham
Reading RG4 8AX
Tel. 0118 948 3311
Fax. 0118 947 5935

LONDON
Sport England London
PO Box 480
Crystal Palace National Sports Centre
London SE19 2BQ
Tel. 0208 778 8600
Fax. 0208 676 9812

ENGLISH HERITAGE
Fortress House
23 Savile Row
London W1X 1AB
Tel. 020 7973 3000
Fax. 020 7973 3001