

Staff Exchanges in European Cultural Heritage Trusts

Kick-off meeting

14 – 16.6.2022 se bude konat v Londýně Kick-off meeting. Asociace Nestátních otevřených PAMátek, z.s. (ANOPA) je partnerem v projektu ERASMUS spolu s Czech National Trust (CZ) (CNT). Na tomto setkání bude ANOPA zastupovat pan Francesco Kinský dal Borgo.
Níže uvádíme nejen program setkání, ale také jmenný seznam účastníků.



With the support of the
Erasmus+ Programme
of the European Union

Staff Exchanges in European Cultural Heritage Trusts

Kick-off meeting

14-16 June 2022

Programme Coordination:

Catherine Leonard
INTO Secretary-General

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Please note that the programme may be subject to change.

Participants:

Lucas De Clercq
Manager - Development, Experience and Membership, Herita (BE)

Puck Verstraeten
Project Leader - Heritage experience, Herita (BE)

Clea Warner
Clea Warner, General Manager Highlands & Islands, National Trust for Scotland (UK)

Raoul Curtis Machin
Operations Manager Culloден Battlefield, National Trust for Scotland (UK)

Sara Clerici
Institutional Fundraising Referent, FAI - Fondo Ambiente Italiano (IT)

Alice Chiapparrone
Head of Property Operational Marketing, FAI - Fondo Ambiente Italiano (IT)

Michaela Kubíková
Director, National Trust of Slovakia (SK)

Gréta Korpádiová
National Trust of Slovakia (SK)

Francesco Kinský dal Borgo
Associate, Czech National Trust (CZ)

Jana Schiebertová
Project Manager, SEECHT Project (CZ)

Irena Edwards
Chair, Czech National Trust and Trustee of INTO (CZ)

Mike Leigh
General Manager for the Surrey Landscapes Portfolios, National Trust (UK)

Zara Luxford
General Manager for Nymans & Standen, National Trust (UK)

With:

Catherine Leonard
INTO Secretary-General

Alexander Lamont Bishop
INTO Deputy Secretary-General

Charlotte Ward
Communications and Projects Manager, INTO

Becky Sejourant
Fundraising Manager, INTO

Tuesday 14 June 2022

Evening Overseas participants arrive at Gatwick and travel by taxi to the [De Vere Horsley Estate](#), Ockham Road South, East Horsley, Surrey, KT24 6DU (Tel: +44 1483 917075)

For those arriving by train, the nearest station is Horsley although it may be easier to travel to Guildford

Met by Alexander Lamont Bishop, Deputy Secretary-General of INTO

Wednesday 15 June 2022

8am Breakfast in the hotel

9am Leave the hotel by taxi for [Polesden Lacey](#), Great Bookham, near Dorking, Surrey, RH5 6BD (Tel: +44 1372 452048)

9.30am Met by Katherine Mills, General Manager, for an introduction to Polesden Lacey and aspects of the visitor business relevant to the SEECHT project, such as visitor welcome, volunteering and membership

11am Gather in Copper Beech meeting room for coffee

Kick-off meeting Part I

Welcome and outline of [INTO Places](#) scheme (Catherine)

11.10am An introduction to the partner sites (5 minutes each)

12 noon Project management update (by CNT) including:

- Review budget
- Financial reporting
- Communications
- Revised timeline

12.30pm Secondments (Catherine)

Partners to review and agree the Secondments Briefing, including:

- Overall format of secondments (programme, objective setting, report writing, identifying 'good practices' for the Toolkit)
- Who are the secondees – and what do they want to learn and share?
- Where are they going and when?
- Evaluation / feedback process and timeline

1pm Meeting adjourned

Met by Luke Forsey, Area Manager (Food & Beverage) for lunch and a discussion about catering at National Trust sites

2pm/2.30pm Met by Tiger de Souza, People Engagement Director, for a walk-and-talk discussion about the National Trust's 'Everyone Welcome' strategic priority, and how that relates to the themes of the SEECHT project, including:

- How can we ensure that the widest possible demographic visit our site?
- How can we improve our accessibility for people living with disabilities?
- What programmes can be implemented to ensure that our sites are relevant to people from all backgrounds?

3.30pm Free flow visit to the house (last entry at 3.30pm)

5pm Close and return to hotel by taxi

7pm Meet in the lobby

Walk to the [Duke of Wellington](#), Guildford Road, East Horsley, Leatherhead KT24 6AA (Tel: + 44 1483 282312) for dinner

Thursday 16 June 2022

8am Breakfast in the hotel and check out

9am Leave the hotel for [Hatchlands Park](#), East Clandon, Guildford GU4 7RT (Tel: + 44 1483 222482) by taxi

9.15am Kick-off meeting Part II

Gather in the meeting room

Welcome and summary of the previous day (Catherine)

9.30am Measuring the success of pilot projects to broaden access to heritage sites and deepen the connectivity between INTO Places (Alex):

- Increase in membership numbers
- Upskilling staff and volunteers
- Greater engagement with target groups
- Qualitative data, like stories from members visiting INTO Places in other countries

10am Toolkit development (Alex)

- Proposed format
- Likely themes
- Policy recommendations
- Dissemination – and how to involve wider INTO membership and others

10.30am Pairing up sessions – each country to discuss secondment detail with partner

11.30am	Met by Daniel Morey, General Manager of Hatchlands, for a 'walk and talk' introduction to the property
1pm	Lunch in the café
2pm	Event in Czech Republic – initial plans and ideas (Irena)
2.30pm	Conclusions
	Close of Kick-off meeting
Late afternoon	Free to explore the property and/or travel back to the airport or station