

## **Buile Hill Mansion Group**

1 September 2022

Meeting commenced: 1.00pm  
ended: 1.30pm

### **Attendance**

Peter Openshaw (Chair)	Assistant Director, Place, SCC
Andrew Cartwright	Head of Service – Strategic Delivery, SCC
Paul Gill	Senior Development Manager, SCC
Rebecca Wardley	Superintendent Registrar, SCC
Dominic Clarke	Head of Citywide & Community Services
Les Woolhouse	Building Surveying Manager, SCC
Wendy Francis	Buile Hill Mansion Association (BHMA)
Alan Cogswell	Buile Hill Mansion Association (BHMA)

### **Apologies**

Dave Seager	Assistant Director, Operational & Community Services
Annie Surtees	Greenspace and Streetscene Manager, SCC
Andrea Hodges	Deputy Superintendent Registrar, SCC
Tony Fitzgerald	NHS Salford CCG
Jenni-Anne Smith	Buile Hill Mansion Association (BHMA)
Rob Jepson	Salford Royal Foundation Trust

### **1.0 Welcome and introductions**

- 1.1 Pete Openshaw welcomed everyone to the meeting.

### **2.0 Declarations of interest**

- 2.1 None.

### **3.0 Minutes of the last meeting – 28-07-22**

- 3.1 Agreed as a correct record.
- 3.2 Action 5.1 – Paul Gill updated that a kick-start meeting will take place with Identity Consult, the newly appointed mansion PM, next Wednesday and timescales for the design phase and the further public consultation will be clearer after this.

### **4.0 Small scale works / ‘quick wins’**

- 4.1 Les Woolhouse updated that approval was in place for the additional spend associated with the timber treatment work and start on site is subject to discharge of a planning condition-meetings have been taking place to resolve this in a pragmatic manner. Paul Gill added that following a further discussion with planners just prior to this meeting it has been agreed to schedule a start on site for w/c 19 September, which will enable the outstanding issues to be resolved with the council's Conservation Officer in the interim.

**Action:** Les Woolhouse to instruct the mobilisation of the timber treatment contractor for no earlier than w/c 19 September 2022.

- 4.2 Pete Openshaw queried timescales for completion. Les Woolhouse responded that it is a ten week contract and timescales will be subject to the above issue. Overall timescale for full Mansion refurbishment as previously reported.

- 4.3 Pete Openshaw suggested that the timber treatment works be updated in future under the mansion update item and small scale works can be removed as an agenda item.

**Action:** Paul Gill to amend to remove small scale works from future agendas.

## **5.0 Planning update**

- 5.1 Paul Gill updated that the planning consultant was working away in the background. They are now happy with the levels in the car park and the parking numbers. A meeting with Historic England to discuss the project with the aim of de-risking the planning process is still outstanding but should progress once people are back off leave next week.

## **6.0 Mansion update**

- 6.1 Les Woolhouse updated that the lead mansion design consultant/PM had now been appointed and the kick-start meeting is next week so the pace should start to pick up from next week.

- 6.2 Pete Openshaw queried if there are any further comments on the revised layouts previously circulated. Dominic Clarke commented that the satellite kitchen space is quite small and will need careful design of the fitout to ensure adequate space but it should work. Rebecca Wardley commented that baby changing facilities are essential for their service requirements. Pete Openshaw responded that subject to addressing the above two items, which don't appear to be showstoppers, are not show stoppers , the layouts should be approved the revised layouts fixed.

**Agreed:** Revised floorplan layouts approved/fixed.

- 6.3 Pete Openshaw also queried if the stage 1 interior design report was now approved by the group. The group unanimously approved the report.

**Agreed:** Stage 1 interior design report approved.

- 6.4 Les Woolhouse updated the group that following further discussions with Building Control and the Fire Safety consultant a capacity of 85 people has been agreed for both areas the ceremony room and function room subject to a management plan for each.

## **7.0 Depot update**

- 7.1 Pete Openshaw updated that a revised car park layout had been circulated and queried if there were any further comments. There were no further comments on the car park and the plan was approved by the group.

**Agreed:** Car park plan approved.

- 7.2 Andy Cartwright update that a meeting had taken place with BHMA on the southern part of the depot and a further meeting is to be scheduled in. Paul Gill queried who would retain ownership of the southern part of the depot. Pete Openshaw responded that BHMA could be offered a lease on the space subject to satisfactory proposals being developed.

**Action:** Paul Gill to schedule further meeting in with BHMA.

## **8.0 Programme**

- 8.1 Rebecca Wardley queried when a planning application would be submitted for the main works. Les Woolhouse responded that planning applications would be submitted around October / November time, with a decision expected around February / March 2023. Pete Openshaw queried with Les how long we would give contractors to price the tender and what form of contract would be used. Les responded that it would be a traditional detailed bill of quantities and we would give the contractors c 4 weeks to price.

## **9.0 Funding**

- 9.1 No update on funding.

## **10.0 AOB**

- 10.1 Rebecca Wardley commented that their deadline for submission to the General Registrars Office (GRO) is April 2023 and they will start to get enquiries for weddings for 2025 early in the new year and queried at

what point they can start to take bookings. Pete Openshaw responded that by April 2023 we will have priced tenders back and will know if the current proposals are within budget and so that will be the point that bookings can be taken with some certainty. Rebecca Wardley also queried if the planning consultation could be used to support the submission to the GRO. Pete Openshaw responded that the two consultations are very different in terms of their aims and so Registrars would still need to continue with the current consultation.

**11.0 Date and time of next meeting**

Thursday 29 September 2022, 10.30 – 12.00, MS Teams