

Buile Hill Mansion Group

2 November 2022

Meeting commenced: 2.30pm
ended: 3.15pm

Attendance

Paul Gill (Chair)	Senior Development Manager, SCC
Dave Seager	Assistant Director, Operational & Community Services
Andrew Cartwright	Head of Service – Strategic Delivery, SCC
Jo Regan	Environment Programme Manager, SCC
Dominic Clarke	Head of Citywide & Community Services
Les Woolhouse	Building Surveying Manager, SCC
Rebecca Wardley	Superintendent Registrar, SCC
Andrea Hodges	Deputy Superintendent Registrar, SCC
Tony Fitzgerald	NHS Salford CCG
Jenni-Anne Smith	Buile Hill Mansion Association (BHMA)
Wendy Francis	Buile Hill Mansion Association (BHMA)

Apologies

Peter Openshaw (Chair)	Assistant Director, Place, SCC
Rob Jepson	Salford Royal Foundation Trust

1.0 Welcome and introductions

- 1.1 Paul Gill welcomed everyone to the meeting.

2.0 Declarations of interest

- 2.1 None.

3.0 Minutes of the last meeting – 29-09-22

- 3.1 Agreed as a correct record.
- 3.2 Actions covered under individual agenda items with the exception of item 9.1 – Dominic Clarke queried the timescales for refurbishing the banqueting suite. Les Woolhouse responded that he will check on this and confirm but clarified that it would be complete prior to the mansion refurbishment works.

4.1 Planning update

- 4.1 Paul Gill updated that the planning consultants are working away in the background pulling the relevant documents together to support the

planning application for the main scheme and the intention is to submit this in January 2023.

- 4.2 Paul Gill also updated that, as alluded to at the last meeting, the council is satisfied that the depot outbuildings are not curtilage listed and the proposal is to submit a prior approval application in December for demolition of the depot buildings. The intention is to publicise this during the pre-planning public consultation and the council's Marketing and Comms Team are also lined up to publicise this. Paul Gill asked Dominic Clarke if he could seek further supporting evidence from the former member of staff to clarify the status of the depot buildings in 1980. Dominic Clarke agreed to do this.

Action: Dominic Clarke to seek further supporting evidence from the former member of staff to clarify the status of the depot buildings in 1980.

- 4.3 Paul Gill updated that the pre-planning consultation events have been booked for:

- Monday 5 December, 2.00 – 7.00pm – Buile Hill Banqueting Suite
- Monday 12 December, 2.00 – 7.00pm – Buile Hill Banqueting Suite
- Tuesday 13 December, 6.30 – 8.00pm – Claremont, Weaste and Seedley Community Committee

In addition to this the plans would also be available to view and comment on the on-line Commonplace platform. Wendy Francis suggested that BHMA could also publicise the events if that would be helpful. Paul Gill responded conforming that would be very helpful. Rebecca Wardley queried if boards can be displayed at the Civic and on the website to promote the plans. Paul Gill confirmed they could. Andrea Hodges commented that 96% of their customers are still not aware of the proposed move or the vision. Dominic Clarke commented that Citywide and Registrars would need to co-ordinate promotion activities.

Action: Paul Gill to email dates, times and venue for the consultation to the group for publicising.

Action: All to confirm to Paul Gill via email if they are able to support any of the consultation sessions.

5.1 Mansion update

- 5.1 Les Woolhouse updated that the timber treatment works are progressing on site and still on programme to complete early 2023, albeit some additional work has been identified in the last few days which may extend timescales slightly.

- 5.2 Les Woolhouse also updated that the RIBA stage 2 design report has been approved and the consultants are now on with developing the RIBA stage 3 planning designs ahead of planning submission in early January 2023. Rebecca Wardley commented that she had had a meeting this morning to discuss IT infrastructure and commented that due to the layout and positioning of IT sockets some new furniture may be required. Les Woolhouse responded that this can be discussed separately.

Action: Les Woolhouse and Rebecca Wardley to discuss furniture requirements at the appropriate point.

- 5.3 Paul Gill updated that CGI's had been circulated ahead of the meeting and the stage 2 interior design report had been circulated previously and queried if there any comments on either. There was general agreement that the CGI's were excellent and would be very useful in promoting the mansion.

- 5.4 Rebecca Wardley and Andrea Hodges also updated that dogs attending wedding ceremonies is a key growth area for Registrars and queried if the decision to not allow dogs into the mansion could be reviewed.

Action: Paul Gill to add review of the above situation to the agenda for the next meeting.

- 5.5 Andrea Hodges commented that Registrars would need space somewhere in the mansion to post legal notices to enable objections to marriages etc and suggested this would probably be best in the reception area. Les Woolhouse responded that this can be picked up as part of the detailed design.

- 5.6 Jenni Anne-Smith updated that a further meeting had taken place with BHMA regarding proposals for the sensory garden and BHMA are now much happier the proposals reflect the wishes of the group. Rebecca Wardley queried if the space could potentially accommodate outdoor weddings and Andrea Hodges updated that changes being consulted on by the Law Society to expand the range of official wedding venues to include more outdoor venues may put Registrars at a competitive disadvantage if they cannot offer this option. Jenni Anne-Smith commented that the sensory garden is not great for weddings due to waterlogging of the grassed areas and suggested paving might be better. Paul Gill commented that at this point in time there isn't a business case to allow outdoor weddings.

6.0 Depot update

- 6.1 Paul Gill commented that the detailed design for the depot is ongoing and there have been no substantive changes to the car park proposals. Paul Gill also updated that a further meeting had been held with BHMA

with regards to the southern part of the depot and they will progress plans. Jenni Anne-Smith added that BHMA would appoint a garden planner to design this space and was hopeful the proposals would align with the main proposals in terms of timescales.

7.0 Programme

7.1 Paul Gill updated that the current programme is as below:

- Planning submission – January 2023
- Planning approval – April 2023
- Procurement of contractor – March – July 2023
- Construction programme – August 2023 – August 2024

7.2 Rebecca Wardley queried when weddings could be released for Buile Hill. Les Woolhouse responded once there is more cost and programme certainty, which would coincide with procuring a contractor.

8.0 Funding

8.1 Paul Gill updated that the Booth Charities have offered £60k from their heritage grants pot to fund, or to help towards funding, an item of equipment as part of the refurbishment of the Mansion or to be used towards the internal refurbishment of the ground floor. Paul Gill commented that this was great news and would hopefully be the first of a number of grants to support the project.

9.0 AOB

9.1 Andrea Hodges commented that collectively the group needs to understand the forward plan of events which may impact operations. Dave Seager agreed and commented that we know the ley forward plan of events and it needs a steering group to manage and co-ordinate this. Dave Seager added that he was looking to secure funding to manage this and he would take a lead on this but pleaded for patience whilst funding is secured to resource this.

10.0 Date and time of next meeting

Thursday 1 December, 1.00 – 2.00pm, MS Teams