

Saltaire World Heritage Site Steering Group – Meeting 13
Meeting held on 24th February 2016
Action Notes

Present: Cllr Val Slater (VS) Chair, Bradford Council, Cllr Peter Ashton (PA), Baildon Town Council, David Ford (DF), Traders Association, Rob Martin (RM), Saltaire Stories, Helen Thornton (HT), Bradford Council, Cllr Martin Love (ML), Bradford Council, , Vanessa Pilny (VP), Saltaire Village Society, Nav Chohan (NC), Shipley College, Jo Lintonbon (JL), ICOMOS-UK, Paul Hogg (PH), BDNHSFT, Susan Brearley (SB), Incommunities, Bill Froggatt (BF), Canal and River Trust, Rachel Oxborough (for Patricia Tillotson) (RO), Bradford Council, Paula Truman (PT), Ward Officer, Bradford Council

Agenda Item	Record	Action
1 and 2. Welcome, introductions and apologies	<p>Apologies: Andrew Mason (AM), Newmason Properties, Craig Broadwith (CB), Historic England Henry Owen-John (HO-J), Historic England (International Advisor), Joyce Poot, (JP) United Reformed Church, Tricia Tillotson, Bradford Council Tourism.</p> <p>Thanks to Bradford District NHS Foundation Trust for providing the venue and refreshments.</p> <p>PT was welcomed to her first meeting.</p> <p>Cllr Slater indicated that it was the last meeting for VP and DF and thanked them for their involvement. Formal thanks to be recorded.</p> <p>Ulrike Knox (resident and committee member of SVS) had been nominated by the Saltaire Village Society to attend future meetings and Natalia</p>	VS/HT

	<p>Jedlinks (business owner of Salt Pots, Bingley Road) to represent the Traders Association. VP and DF to circulate these minutes to their nominee replacements prior to the next meeting.</p> <p>HT to add them to the circulation for future meetings.</p>	<p>VP and DF</p> <p>HT</p>
<p>3. Matters Arising</p>	<p>The RTPi award for the Management Plan was displayed . It was agreed that it would be displayed in the Visitor Information Centre.</p> <p>PH raised the issue of the Vision Scroll. HT to get a copy produced either electronically or as hard copy as soon as possible, as this had been an action on the minutes a while.</p>	<p>RO</p> <p>HT</p>

<p>4. Victoria Road Scheme and Setts Scheme updates</p>	<p>HT gave an update on Victoria Road:</p> <ul style="list-style-type: none"> • Scheme on programme to complete at end of March. • Outstanding items still to do – trees Vic Hall, pavement on south east end • A full snagging exercise would be done with the contractors and designer and so some work may continue into April • A successful partnership had been brokered with Incommunities to share the cost of a wall repair – thanks to Incommunities. • HT asked if an event was desired to mark the completion of the Scheme. After some discussion it was agreed that the Scheme had been a success but no event would be held. <p>JL asked about the raised tarmac strips around some radials. She felt they were abit scruffy. Where they the final finish? HT stated they were the final finish and necessary to achieve the drop for wheelchair access. However a discussion would be had about them with the designer and contractor as part of snagging and a response made to the Group.</p> <p>VP raised the incomplete Saltaire Road radials. HT responded that they would be done at a weekend when</p>	<p>HT</p>
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	<p>the road was less busy – this was a safety issue for the contractors.</p> <p>VP raised the issue of a ‘missing finger’ on the fingerpost on the north east corner of Saltaire Road/Victoria Road. There should be a finger pointing up to Bingley Road shops. HT would investigate if it was part of the final design, whether a single finger could be added and make a response to the Group.</p> <p>DF raised the issue of the A Board zero tolerance trial in Saltaire and stated that he had had reports from businesses that this would damage their business. Cllr Slater stated that as it was a trial which had only just started then any feedback of this nature should be presented when evaluations of the scheme took place later in the year. PT suggested that the toilet scheme (businesses allowing members of the public to use their toilets) could be resurrected which might help trade. HT suggested that the noticeboard box at Caroline Street Car park could be used from the Arts Trail to the Saltaire Festival (ie late May to late Sept) specifically for free advertising for Victoria Road and Gordon Terrace businesses. HT and VP to liaise over the ongoing management of this noticeboard box.</p> <p>HT gave an update on the Setts Scheme:</p> <ul style="list-style-type: none"> • Still working on the design with regards to access 	<p>HT</p> <p>HT and VP</p>
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<p>5. Management Plan</p>	<p>issues</p> <ul style="list-style-type: none"> • TRO would be out to public consultation soon. In addition to revising parking on Victoria Square City Car Club spaces were also part of the TRO. These were proposed for near the Station to maximise publicity. • Depending on materials chosen the work would take place in May/June or after Saltaire Festival to avoid disruption to tourist season. (The Road would need to be closed for 6 weeks) • It was agreed that HT would keep the SG up to date on the Programme for the Setts scheme via email. <p>HT referred back to the last meeting and the progress review of the Delivery Plan. This had not been completed at the meeting due to the large scope of the task and the size of the agenda. She had only received one response from the Steering Group at that time. Therefore the question was raised, given that the role of the Steering Group is now to monitor the implementation of the Management Plan, how is the most effective way to do that going forward? As a largish Steering group was it realistic to expect twice yearly 'line by line' review of 63 objectives in the Delivery Plan? HT felt that the Plan should be a 'working document' and the input of the Steering Group was vital to keep issues on the agenda. There was a long discussion including the following key</p>	<p>HT</p>
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	<p>points:</p> <p>PH felt that a 'line by line' review was not needed as the Steering Group function was to keep an overview of Officer progress on actions, pick up on priority themes (such as tourism) and to provide a strategic direction. The Group should also be able to identify actions which had been completed or could be scrapped as the environment had changed (eg the hydro). PH suggested that a 'traffic light' type summary should be produced of progress against objectives year by year.</p> <p>NC felt that a more visionary approach was needed and an annual workshop to review the Management Plan objectives might be more useful. Possibly picking up a key theme, having a presentation on it and then working on it as a Group. PT agreed although flagged up not creating extra work.</p> <p>RM suggested that the workshop approach could be taken at the Heritage Forum as well to evaluate objectives. There was a discussion about the ongoing role of the Heritage Forum. HT and PT to take this specific issue forward and report back.</p> <p>There was a discussion about the Management Plan objective to bring a period house into use as a visitor attraction. The Group would be kept informed.</p>	<p>HT and PT</p> <p>HT</p>
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<p>6. Risk Management</p>	<p>RO updated the Group about the cuts proposed for the Tourism section and that an external review of Bradford's Destination Management was ongoing.</p> <p>Jl felt that the Steering Group still needed an update style report – maybe via email prior to the meetings so that the Group were not reacting at the meeting but had had time to digest the information. Perhaps the Delivery Plan review needed two versions: one for public domain reporting and one for Steering group use?</p> <p><i>Summary: It was decided therefore that the next Steering Group meeting should be timed for May 2016 (to tie into the Destination Management Review consultation process). It should be a workshop focussing on the tourism theme possibly with a presentation to 'kick off' discussions. A summary report on the Delivery Plan formatted perhaps as PH suggested should be sent out prior to the meeting. HT to set this up asap so the date could be secured in diaries. PT raised the social and networking aspect of Steering Group meetings.</i></p> <p>NC offered the opportunity for Travel and Tourism students to assist with the setting up of this meeting.</p> <p>PH updated the Group on the Recovery Plan progress for New Mill post flooding. PT updated the group about the various initiatives in</p>	<p>HT</p> <p>NC/HT</p>
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	<p>Shipleigh for flood recovery. Cllr Slater updated the group on what the Council was offering in terms of networking and grants for flood recovery and resilience. Boat House and Half Moon remain closed. Salts Sports about to reopen.</p> <p>The Council's Drainage and Emergency Planning Team are seeking to meet with local groups to discuss flood response. PT will keep new Traders Association contact informed.</p> <p>A formal thank you go to Aire Debris Removal Initiative coordinator Mat Holloway for the work he has done.</p> <p>NC and PH suggested that the Steering Group share their Business Continuity Plans to look for networking and synergies. And that this objective should be brought forward in the Management Plan. HT to involve Emergency Planning Team</p> <p>PT stated that there was a meeting for anyone to attend organised by Multistory Water on 20th March at the Kirkgate Centre.</p>	
7. draft Communications Strategy	HT to circulate for comment.	HT/ALL
8. Heritage Forum	See above note under item 5.	
9. World Heritage Weekend	RM reported on plans for the Weekend. £750 in total had	RM

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