

WHITBY MARINA ONSHORE FACILITIES

NOTES OF FOCUS GROUP 1 MEETING NO. 4

15th Sep 2008, 18.00 WHITBY HARBOUR OFFICE

Present:

Mr G Cooper (GC)	Whitby Boating Association
Mrs C Carbro	Whitby Boating Association
Mrs E Lewis	Whitby Boating Association
Mr D Lewis	Whitby Boating Association
Mr E Firth (EF)	Whitby Cruising Association
Mr Daniel Garfoot	Gardiner and Theobald
Mr Gary Hornsby	Salt Architects
Cllr Dorothy Clegg (DC)	Scarborough Borough Council
John Riby (JR)	Scarborough Borough Council
Bill Estill (BE)	Scarborough Borough Council
Alex Richards (AR)	Scarborough Borough Council

Also in attendance to observe proceedings:

Cllr Mike Ward (JP)	Scarborough Borough Council
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Apologies:

Cllr Herbert Tindall	Scarborough Borough Council
Ms Diana Jeuda	Whitby Boating Association

	Action
1.0 Welcome and Introductions	
1.1 JR welcomed members to the meeting and introduced the Consultant Project Team.	
1.2 Gardiner & Theobald are project managers and QS services for the scheme and Salt Architects were lead consultant providing architectural and M&E services.	
2.0 Notes of Last Meeting	
2.1 The notes of the last meeting were issued to the group for information.	
3.0 Matters Arising Not Covered Elsewhere	
3.1 None	
4.0 Progress to date and presentation form consultant	

Action

- 4.1 JR outlined the purpose of tonight's meeting was to note the changes to the floor plan that had as result of the design process and hopefully obtain the approval and the support of the focus group to these changes and the concept as a whole.
- 4.2 GH gave a presentation on how the scheme had developed. The Architect had been issued a brief from SBC, which included the floor plan developed by the Focus Group 1.
- 4.3 Around this floor plan and taking reference from the architecture of Whitby and the objectives of the scheme GH and Focus group 2 have come up with some conceptual ideas for progression to a planning application.
- 4.3 GH then took questions on the concept proposals
- Q: Will the sub station requirements determine the width / scale of the building and had work progressed with NEDL to determine this.
- A: Meeting was scheduled with NEDL for Friday 19th Sep. However there would be more than enough room in the
- 4.4 Q: Will the Harbour staff have unhindered views up and down the river? Shouldn't the Harbour staff office be located on the northern corner of the building?
- A: This needs further consideration though the harbour master thinks it more important to have staff central to the facility and adjacent to the entrance of the building. Visibility up and down the river could be achieved through the use of CCTV which could be tied into existing provision.
- 4.5 Q: Will the facility cater for Disabled Access.
- A: Yes, the building will be fully DDA compliant.
- 4.6 Q: Will the architectural glass features proposed for the facility be cleanable and maintainable.
- A: Internally this will be dependant on having a cleaning regime in place. The materials will be specified with cleaning and maintenance in mind.
Externally the scheme will make use of self-cleaning glass.
- 4.7 Q: Will it the external appearance of the building be broken up more. It currently looks and featureless and too hard.

A: The external detail of the building will be developed and material selection will be instrumental in ensuring it blends with the surroundings. It may be possible to incorporate more features in the building and extend the glass roof light to assist in this.

4.8 Q: We need to ensure the building can't be climbed easily.

A: This is an issue we have already identified and will probably require the use of flush laid, cut stone to prevent the structure being climbed upon.

4.9 Q: Will the allocated space for the sub station be large enough to allow for upgrade should the capacity be increased in the medium term future.

Though there is plenty of space to house the existing sub station the possibility of significant future expansion has not yet been considered.

GH and team will take this up with discussions with NEDL.

GH

5.0 Revised Internal Layout

5.1 GH stated that the organisation of the internal layout had been amended to include the observations of Focus group 2, the subsequent external appearance and the logistical constraints of the sub station.

Provision had been made to provide shelter for the public toilets and one extra public ladies toilet, and this has been incorporated in the new plan.

5.2 The group were asked for their views:

Group members were largely in agreement of the changes but would like time to study them more carefully.

It was noted that the sheltered area outside the public toilets could provide a venue for antisocial behaviour and would have to be gated.

6.0 Actions and programme.

6.1 JR summed up the meeting and subject to their approval of the internal changes, asked those present to act as ambassadors for the scheme as it progressed.

Action

The group agreed to do this.

6.1 AR would now circulate the floor plan to all and asked that those present feed any comments back to Ms Diana Jeuda in readiness for the Meeting of Focus Group 2 on the 2nd October 2008.

AR

7.0 AOB

7.1 None