

STP Court Building Project

Notes of Team Meeting 2 October 2015: Attendance DF, JR, EH, IM

Court Services

DF has been in contact with Dawn Webster in Linda Wright's absence and discussed the approval process for SCS. The SCS Executive Group meet and pass information onto the Estates Sub Committee of the Board of SCS who meet in November, March, May and August. DF will prepare a draft paper to send to them before their November meeting outlining what has taken place so far and finalised information will be sent to them for the May meeting at the latest.

Further information is still required from them. DF has asked Linda Wright for confirmation of what is included in the transfer of the building and a map of the boundaries.
Time line to be drawn up working back from April 2016.

It was noted that Angus Roberts spoke to DF about the Arbroath Court Building and the group looking at taking over the Arbroath Court Building from SCS have started negotiations about price.

DF to prepare draft paper for November for SCS

Survey

JS will write out the list of actions to be taken from the survey that need to be checked so any early remedial work can be carried out by SCS. We also need a list of items that will require attention as part of getting the building back into service next year (capital items) plus a list of maintenance items that will need regular attention (and budgeted payment) so we can get the relevant data from SCS or others. Questions need to be addressed to Roger Robinson of SCS. There are also some outstanding requests made of Linda Wright.

DF met with Police Scotland's Architect last week. There is no point in altering the current boundary between the Court Service's area and the Police area within the building.

Donald Aiken Heating Engineer carried out survey of the heating system on 2/10, and gave it a generally clean bill of health. Report to follow by end of October.

Plans have been drawn up of the Court Building, once these have been amended they will be sent to consultants

JS to complete action list for SCS, and the capital and maintenance lists

JR to get plans changed by Gary Black

Plans then to be sent to Deborah Mayes, Jonathan Goatley, Susan O'Connor & Donald Aiken, in both pdf and CAD formats

Financial Modelling

Revised financial modelling sheets were disbursed to the team who have been asked to have a look at these and see if there is anything else to add to the capital list or maintenance list.

Team to see what needs to be added

Tenants

There are still a number of people interested in seeing the Court Building, some expected to make contact to see it on 14th October.

EH, JR, IM to be available to show people around on 14th October if required

Consultation Mandate

DF had received some feedback from Davy Jones and Susan O'Connor so will make amendments and redistribute to team for further comment.

DF to update and circulate for feedback

Questionnaires

Stakeholder matrix will be developed to look at influence and interest and questionnaire to be developed to be sent to different stakeholders by different methods over the next few weeks.

ALL

November Exhibition

It was thought that having an exhibition on a Friday afternoon/evening and Saturday in November, of plans, drawings in the Court Building would be a good idea to get people in to have a look around and see what can be done in the building.

Ideas proposed:

Themed evening Mulled wine music harp and tour

Saturday Santa's grotto in jail,

Harp music

Pop up art for sale

Art for rent (EH)

Someone from SCS talking about notorious court cases and history of the court?

More ideas required from team and dates to be confirmed.

Deborah Mays will be visiting the Archives in Aberdeen on Monday 5th, and hopes to have a first draft of the conservation report by mid-October.

Date of Next Meeting

Friday 16 October, 31 South Lodge Drive at 3pm