

Steering Group

Thursday 10th April 2025

Microsoft Teams

Minutes

In attendance:

Brandi Hall-Crossgrove	BHC	Saltaire WHS Officer
Lisa Brankin	LB	Visit Bradford
Ulrike Knox	UK	Saltaire Village Society
Robbie Martin	RM	Salt Foundation
Cllr Martin Love	ML	Bradford Council
Cllr James Roberts	JR	Shipley Town Council
Maggie Smith	MS	Saltaire WH Education Assoc.
Simon Micklethwaite	SM	Salts Mill
Helen Woodhouse	HW	Historic England International Team
Mary Pegington	MP	NHS

Minutes:

1. **Welcome by Brandi Hall-Crossgrove**
2. **Apologies:** Cllr & Chair Alex Ross-Shaw (Bradford Council), Cllr Anna Watson (Bradford Council), Cllr Kevin Warnes (Bradford Council), Paula Truman (Shipley Ward Officer) [retired], Rachel Oxborough (Visit Bradford), Saira Ali (Bradford Council), Andrew Burn (Historic England Regional Representative), Shane Embleton (NHS), Hannah Learoyd (Victoria Hall), Paul Sharkey (Baildon Town Council), Anthea Sully (Saltaire Village Society), Ian Durham (Shipley College), Simon Hincliffe (Canal & River Trust), & ICOMOS-UK
3. **Governance**
 - a. **Term of Reference Revised**
 - **Purpose**
 - Listed currently starts with the history rather than the purpose of the Steering Group

SALTAIRE

WORLD HERITAGE SITE

- Key roles (Management Plan) need to be articulated more clearly

Action: BHC to schedule a summer workshop to rework the ToR

- **Objectives**

- See above notes purpose and objectives are not clearly defined and need to be reworked.
 - #3 consultation process needs further consideration
 - Clarify different roles and structure from local to global
 - More transparency
 - More Management Plan community engagement

Action: Historic England will be posting in about a month a new website that includes the WHS roles

- b. **Attendees/Membership**

- **List of Attendees**

- Only list organizations not specific people
- Methodist Church missing
- Primary Schools not represented
- Caroline Social Club not represented
- Transportation representative should be present
- Need to change “Employees of Bradford Council are non-voting members”
- Need to appoint a Deputy Chair

Action: Identify missing organizations at summer workshop BHC is scheduling.

- **Responsibilities of the Membership**

- Reword to say they represent their organization.

- c. **Structure**

- **Management of the Steering Group**

SALTAIRE

WORLD HERITAGE SITE

- Rethinking of the Chair position to be an independent or a rotating chair.
- Current version does not mention the Management Plan

Action: Need more thought on chair and role to work through at the Summer Workshop

d. *Sustainability & Succession Planning*

- ***Declarations of Interest***
 - Change to “personal” financial interest as all organizations have a financial interest in the WHS as stakeholders.
 - Change title to Conflicts of Interest
- ***Voting***
 - Question arose about 50% being present to vote. Need to change to majority - irrespective of who attends.
 - Change to voting organizations instead of members
 - Chair’s tie voting is a casting issue to be discussed at workshop
 - Change to recorded vote rather than by hands as organizations could send responses digitally.
- ***Public Attendance & Transparency***
 - Agreed to do one public meeting a year with a caveat for “sensitive information”
 - Change to ‘will hold’ rather than may hold for public meetings.
- ***Liaison with other groups***
 - Take out first paragraph. There is no need to have this in ToR
 - Include Schools and other communities into the second paragraph
- ***Review***

Action: In Summer Workshop work out clarification on how often the ToR should be revised.

4. *Communication & Marketing*



a. **Branding Logo**

- The Logo used on this form pre-dates 2017 and due to the WHS UNESCO logo being used it limits the usefulness of the Logo.
- Agreed that re-looking at this was a benefit and that the different formats (Lake District example) has appeal.
- Identified objects/buildings/items
 - Albert Terrace
 - River
 - Park
 - Religious motivations (church)
 - Trains
 - Canal

Action: BHC to create community involvement opportunities to find top 4 items

b. **Colour Palette & Font**

- Roberts Park Colour Palette
- Victoria Hall Colour Palette
- Bookman Old Style: is a classic, versatile serif face echoes Old Style typefaces used in publishing from the mid-1500s into the 1900s.

Bookman Old Style

ABCDEFGHIJKLMNOPQRSTUVWXYZ

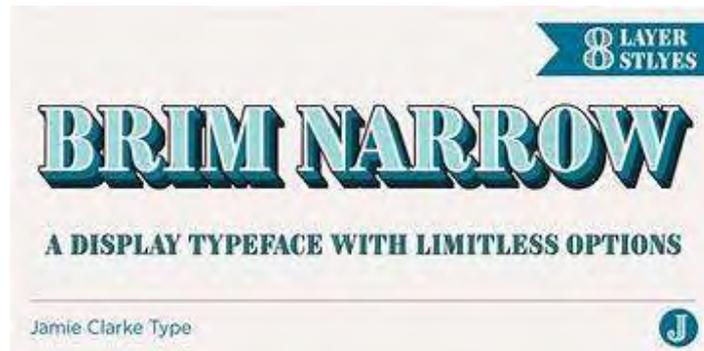
abcdefghijklmnopqrstuvwxyz

0123456789 . , ! ? - _ : ;

SALTAIRE

WORLD HERITAGE SITE

- Brim Narrow: Inspired by antique wood and chromatic type from the 1800s, this font creates a great variety of decorative combinations for a truly eye-catching effect.



- Ehrich Display Typeface: Inspired by vintage magic shows of the late 1800s and early 1900s.



- Boston 1851: This font offers a wide range of looks depending on your purpose.

Boston 1851

Action: BHC to talk with the People, Powered, Press about coming up with a Saltaire Font.



c. **Website**

- Will get started on this once a Logo and Colour palette are determined. Hopefully by the beginning of next year.
- Showed examples of Ironbridge and Hadrian's wall. Both were liked. Very much liked the idea to have a downloadable Pdf of the Management Plan but also to have it broken down in readable segments as the Hadrian's Wall example.

d. **Social Media**

- Gave an example of a Social Media information for communication to other media outlets or individuals from Ironbridge.
- Shipley College has offered their classes to handle the social media channels once they are created.

e. **Strategy**

- Again used the Ironbridge example of a communication strategy which we could adopt for Saltaire once we have our logo settled.

5. **Events & Community Engagement**

BHC is engaging with the following organizations

a. **Festivals & Events**

- ***Saltaire Festival***
- ***Dragon Boat Race***
- ***Saltaire Inspired***

b. **Community Groups**

- ***Veg on the Edge***
- ***Save our Saltaire***

6. **Management & Action Plan**

BHC is taking into consideration all of the below points before starting on the update of the Management Plan in 2026

a. **2023 Periodic Reporting**

b. **Current Management Plan**

SALTAIRE

WORLD HERITAGE SITE

c. Discussion with Stakeholders

7. AOB:

- a. Timings: Agreed twice a year on Microsoft Teams from 10-noon is perfect. Adding an in-person summer event once a year.
- b. The vertical banners on Gordon Terrace need to be utilized for events.
 - Could be good to mention that it is Salts Mill is closed on Mondays.

Action: BHC to mention at the next Collaborative Meeting about this opportunity for organizations to create and use the vertical banners.

8. Date of next meeting:

- a. **17th July 2025** from 10-3pm in person in Saltaire
- b. **2nd October 2025**
- c. **9th April 2026** from 10-12pm via Teams