**FILE NOTE**

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Project Hull 2017, ‘Look Up’/RIBA

Meeting 28th January 2016

Location Hull

Purpose Review ‘next steps’ to progress architect/artist competition

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Present Emma England, RIBA Yorkshire EE

 Andrew Knight, Hull 2017 AK

Circulation Attendees

 Sam Hunt, Hull 2017

 Hazel Colquhoun, Hull 2017

1 EE confirmed that RIBA had secured sponsorship of £50k from Wedge Group Galvanising, provided that a condition of the competition is that the designs use galvanised steel in their fabrication. Wedge are keen to transform and stretch the use of their material through this commission and will provide materials, fabrication and other services. Their sponsorship is a cash contribution, to be matched on a 50/50 basis from Hull 2017 ‘Look-Up’ budget.

2 AK advised that the ‘Look-Up’ budget had now been approved and will liaise with SH to identify the route by which both arties funding commitments can be formalised.

3 Consideration of potential sites for the temporary work identified

* East bank of River Hull, adjacent to Scale Lane Staith footbridge
* Water of Princes Quay Dock, southern edge
* Site bordered by Castle Street/Queen Street/Blanket Row (Fruitmarket)

4 Competition will be structured on basis of

* ‘Curated’ shortlist invited to submit EOI on basis of competition design brief
* EOIs reviewed by judging panel and shortlist of 3 invited to prepare detailed competition entries (honoraria of £5k per competitor)
* Competition entries reviewed and winning scheme determined by judging panel.

5 Competition to be managed by RIBA Competitions Office, with Project Team including representation from Hull 2017 ‘Look-Up’ and RIBA Yorkshire. Supported by Design Advisor with strong local knowledge and understanding – probably Mark Hodgson. Judging panel to include someone with strong understanding of Hull.

6 Programme to be based on the winning scheme being realised on site to coincide with Freedom season, say w/c 03.07.16. Length of installation could encompass opening of Turner Prize exhibition, potential for subsequent use on other sites to be considered.

7 Programme to be based on assumption that a planning consent will be required, in which case Hull 2017 to act as planning agent/applicant.

 Action: AK to consult and draft outline programme (issued for review 29.01.16)

8 EE advised that Marie Bak Mortenson (RIBA Head of Exhibitions & Interpretation) will be a key member of the Project Team, need to meet up soon to review scope of brief and process for identifying

 potential participants.

9 Next steps to include

* Agree funding, budget and programme – to be reflected in agreement between Hull 2017 & RIBA
* Identify and agree site (subject to availability & outline consent)
* Draft brief and shortlist of potential competitors
* Establish Project Team