



CONSERVATION ARCHITECT TRUSTEE (HONORARY)

West Midlands Historic Buildings Trust, Worcestershire Building Preservation Trust and the City of Wolverhampton Regenerating Buildings Preservation Trust ('the 3 Trusts') are a consortium of building preservation trusts currently operating with a combined Council of Management (trustees), officers and shared services.

The 3 Trusts have a consistent record of delivering high quality conservation projects involving the rescue of historic, normally statutory listed, buildings at risk. Recent examples of completed projects include:

- *a 16th century timber-framed house at 19-20 High Street, Kinver(1996),*
- *a Georgian townhouse at 12 George Street, Wolverhampton (2002)*
- *the former Victorian office building of The Harris and Pearson Company, Brierley Hill (2003),*
- *Lye and Wollescote Cemetery Chapels and Lodge (now known as the Thomas Robinson Building Stourbridge area Register Office) (2016),*
- *18th century Weavers' Cottages in the Horsefair, Kidderminster (2017).*

The 3 Trusts take pride in adhering to the highest standards during the design and delivery stages of each project employing architectural practices specialising in historic building work and specialist conservation contractors. Our projects are frequently short-listed for or in receipt of local and nationally recognised awards.

At any one time the Trusts will normally be researching potential buildings projects and undertaking viability appraisals of future candidates. In order to maintain our standards we are seeking to recruit two Conservation Accredited Architect Trustees to act as specialist advisors to the Board of Trustees and to serve on steering groups that oversee projects reaching delivery stage. These positions are honorary.

Role Title: Conservation Architect Trustee

Reporting: Works closely with the Chair and the Director of Projects.

Background: Architectural Buildings Conservation

Role Summary

To advise the Board of Trustees on matters relating to the architectural conservation, repair and adaptation of historic buildings in relation to proposed and active projects.

Detail

When a building at risk has been identified as a potential project a two stage process will commence. The initial stage is to undertake an options / viability appraisal followed by progression, in some but not all cases, to a 'delivery' stage. At each stage a Project Steering

Group of 3-4 Trustees will oversee and contribute towards the process with the assistance of a professional Project Organiser in role of “professional client”. Specialist professional teams are assembled, normally led by a conservation accredited architect, to provide reports and specifications necessary to ensure the successful completion of projects.

The role of the Conservation Architect Trustees will be:

When a building conservation project is at ‘Options Appraisal’ stage to:

- In conjunction with the members of the Project Steering Group and Project Organiser examine and assess any tenders submitted by project architects, and their professional team, to undertake an options appraisal.
- In conjunction with the members of a Project Steering Group, the Project Organiser and the appointed professional team attend monthly meetings and contribute towards the evaluation of options to secure the long term future of the building.

When a building conservation project has reached the ‘Delivery’ stage to:

- In conjunction with the members of the Project Steering Group and Project Organiser examine and assess any tenders submitted by buildings conservation contractors, raise any necessary technical queries and contribute towards the preparation of tender reports for approval.
- Represent the Trust at monthly Contractors site meetings and the Project Steering Group meeting (both held on the same day).
- Advise Trustees on any technical queries and contract variations raised by or about the work by project architects that require specialist architectural input to inform the response.
- Consider any substantial variations as soon as contemplated and to discuss with the Project Architect, Chairman and Project Organiser before authority is given.

Person Specification

Essential

- Qualified architect with recent knowledge and experience of working on the repair and conservation of listed buildings.
- Ability to communicate and explain technical and philosophical aspects of conservation projects to the Trustees, Members and other stakeholders.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Dedicated to the Trust’s conservation cause and objectives, and willing to act as an ambassador to external bodies, charities and companies.

Desirable

- Experience of working with voluntary/public benefit organisations.
- Knowledge of the built heritage of the West Midlands region.
- A team-oriented approach to problem solving and to project management.

Time Commitment

- Attendance at up to SIX evening meetings of The Council of Management per year.
- Attendance at the Annual General Meetings (desirable).
- A commitment of between 1-3 days per month when involved in an active project (site and steering group meetings and email correspondence).
- Optional attendance at other meetings within the West Midlands conurbation and environs and / or Worcestershire.

Location

- Council of Management meetings are currently held in Stourbridge or Worcester. The AGM is held in Stourbridge.
- The Trusts currently have no office premises.
- The Trusts registered office address is in Kidderminster. Rooms can be made available for meetings here when required.

Notes

The position is honorary however reasonable expenses associated with the position may be paid subject to agreement.

Further information can be found on the three Trusts web site at:

<https://www.wmhbt.org.uk/index.html> and Facebook pages West Midlands Historic Buildings Trust (WMHBT) and Weavers' Cottages.