

Historic Scotland Board

Report on the Feedback from the Ministerial Summit

Purpose

1. To invite the Board to note the report on feedback from the Ministerial Summit; and
2. To consider whether there should be any other follow-up to the Summit.

Background

3. The Ministerial Summit on the Built and Historic Environment was held in the Bute Halls, University of Glasgow, on 3 November 2009. The event was hosted by the then Minister, Michael Russell.
4. The proceedings of the Summit were published on the Historic Scotland website on 27 November. All delegates at the Summit, and some other colleagues who had asked to be kept informed, were notified of the publication. All those who had attended the Summit were invited to complete a feedback form on the event.
5. The response was a little disappointing with only 11 returns. Nonetheless, respondents made some useful suggestions, especially on possible topics for future events of this kind.

The Feedback Report

6. A report summarising the feedback is attached at Annex A. A copy of the feedback form is attached at Annex B, and a list of respondent organisations at Annex C.

Conclusion

7. The Board is invited to note the feedback report. The Board may wish to consider whether there should be any other follow-up to the Summit, particularly in response to participants' suggestions of topics for any future events of this kind.

HSB Secretariat
December 2009

Annex A

Report on Feedback from the Ministerial Summit

1. All those who attended the Ministerial Summit were invited to complete a feedback form on the organisation and content of the event. The feedback form (Annex B) contained ten questions which identified participants' satisfaction with various aspects of the Summit. Questions 1, 2, 3, 4, 5 and 9 were all objective (tick boxes), while questions 6, 7 and 8 were free response. Altogether, a total of nine participants responded to the feedback form and two gave feedback without using the feedback form.

2. Of the nine participants who completed the feedback form, six were either satisfied or better with correspondence prior to the Summit, while three were dissatisfied. The majority of participants (eight of the nine) were satisfied with the speakers/presentations, and only one participant was dissatisfied. Likewise, the majority of participants (eight of the nine) were satisfied with the organisation of the Summit, with only one dissatisfied. The length of the Summit was deemed to be just about right by most respondents, but three felt it was too short and one felt it was too long. Most participants (six of the nine) felt that the content of conference sessions was appropriate and informative, but three of the nine participants disagreed. Six of the nine participants would recommend the Summit to others, while three did not know if they would recommend the Summit.

3. The following summarises the sessions/topics that the participants would like to see discussed at future Summits, and some other suggestions:

- Joint Ministerial Summit on the natural and historic rural environment
- Discussion of Outcome 12
- Public value and enjoyment
- Landscapes
- Archaeology
- Skills development
- Energy efficiency and sustainability of traditional buildings
- Presentations from other parts of the sector (eg. Building Preservation Trusts)

- Extra time for discussion and debate/Plenary session
- Experienced session facilitators for group discussions
- Release session questions and attendance before the summit to allow delegates and session leaders time to prepare
- Decrease size of group discussions
- Session to address and take forward issues raised on 3 November

4. The following summarises the aspects of the Summit that participants liked most:

- Collaboration of stakeholders and the opportunity to meet colleagues in other areas – inclusion of wide variety from the sector
- Small size of workshops
- Minister chairing the Plenary session
- Ruth Parsons' input
- The venue
- Hands-on involvement of Ministers and officials
- Q&A session led by Mike Russell
- The principle of having a Built and Historic Environment Summit

5. The following summarises the aspects of the Summit that participants liked least:

- Dislocation between the Minister's speech and aspirations
- Quality of debate
- The fact that participants were restricted to one workshop
- 'Hijacked' by dominant personalities and vested interest
- Perceived lack of community stakeholder attendance
- The workshop session (the groups were too big)
- Lengthy presentations
- Focused too heavily on Historic Scotland and less on local authority role in planning
- Little focus on archaeology/ancient monuments
- The Summit was too short

6. The participants' suggestions for ways the Summit could be improved were as follows:

- Advance notice of the group workshops to allow time to consider those most appropriate
- Circulate information pack prior to the Summit
- More time for the Summit itself
- More time for workshops
- Smaller workshop groups
- Facilitator in discussion groups
- Ability for participants to suggest breakout session subjects
- More workshops with tightly focused subjects – ask delegates for topics of discussion in advance
- Restrict numbers
- Focus debate
- Clarify theme of the Summit
- Too many Historic Scotland staff – limit to facilitators, note takers and staff helping with logistics

Annex B

FEEDBACK FORM

1) How satisfied were you with the correspondence prior to the summit?

- Very Dissatisfied
- Dissatisfied
- Satisfied
- Very Satisfied

2) Overall, how satisfied were you with the speakers/presenters?

- Very Dissatisfied
- Dissatisfied
- Satisfied
- Very Satisfied

3) Overall, how satisfied were you with the organisation of the summit?

- Very Dissatisfied
- Dissatisfied
- Satisfied
- Very Satisfied

4) Did you feel the length of summit sessions were too long, just about right, or too short?

- Too long
- Just about right
- Too short

5) The content of conference sessions was appropriate and informative.

- Strongly Disagree
- Disagree
- Agree
- Strongly Agree

6) What kinds of sessions would you like to see included at future summits?

7) What did you like most about the summit?

8) What did you like least about the summit?

9) Would you recommend this summit to others?

- Yes
- No
- Don't Know

10) In what ways could this summit have been improved?

Annex C

List of respondent organisations

British Waterways

Culture, External Affairs & Tourism Directorate

Forestry Commission Scotland

Garden History Society

GUARD

Learned Direct and Build

Merchant City Initiative

Prince's Regeneration Trust

Royal Commission on the Ancient and Historical Monuments of Scotland

2 x conservation architects (different companies) responded without using the feedback form