

 United Nations Educational, Scientific and Cultural Organization	 City of Bath inscribed on the World Heritage List in 1987	<h2>City of Bath World Heritage Site Steering Group</h2>
<p>Meeting held on 22 November 2016 at the Kingston Room, Roman Baths, Bath</p>		

Minutes

Attendees					
Peter Metcalfe (Chair)	PM	Stephen Bird	SB	Cllr Peter Turner	PT
Cllr Patrick Anketell-Jones	PAJ	Caroline Kay	CK	Cllr Cherry Beath	CB
Dr Marion Harney	MH	Cllr Robert Law	RL	David James	DJ
Mark Reynolds	MR	Jon Raby	JR	Nick Tobin	NT
Tony Crouch	TC				
Apologies					
Lisa Bartlett		Tom Boden		Victor Da Cunha	
Rohan Torkildsen		Dr Kristin Doern		Dr Anne Bull	
Henry Owen-John		John Wilkinson		Louise Prynne	
Ian Bell					

No	Agenda Item	Act.
1	Previous Minutes	
1.1	The minutes of the meeting of 28 July 2016 were accepted as an accurate record.	
2	Membership of the Steering Group	
2.1	There is no news as yet of an ICOMOS replacement to the group following the resignation of David Thackray. TC to look into this.	TC
2.2	Mark Reynolds, Group Manager – Planning, attended in place of Lisa Bartlett.	
2.3	Jon Raby, Business Improvement District – Ranger Services Manager, attended in place of Louise Prynne.	
2.4	Bath Charter Trustees have confirmed the appointment of Cllr Cherry Beath as their representative on the Steering Group. CB joined the meeting at very short notice and was welcomed by the Chairman along with the other new attendees.	
3	Matters Arising	
3.1	PT reported that the 'Winter Festival' in Walcot had been very successful and provided a model for positive action by independent traders. JR agreed, as did DJ who said that Bath Tourism Plus are planning a resident's festival as part of the annual offer of events.	
3.2	CK said that Bath Preservation Trust were planning to celebrate 250 years of the Royal Crescent in 2017 and awaiting a response from the Heritage Lottery Fund (HLF) with regard to funding, plus working with partners including Bath Festivals and RIBA South West. The Trust are also planning to submit an HLF funding bid for conservation at Beckford's Tower and the associated landscape. This was timely given the imminent construction of new housing adjacent to the tower at Lansdown.	
4	WHS Management Plan Review Report	

4.1	TC outlined the progress of the replacement plan since the July meeting. Changes agreed at that meeting (as recorded in the minutes) were incorporated into the draft. One outstanding item was wording around the 'accessibility' action and following advice from the Council's Equalities and Diversity Officer (Louise Murphy), wording (Action 39) had been changed to refer to making the historic environment 'more accessible for disabled people, considering a wide range of physical and sensory impairments'. This change was recorded in the report to Full Council in order to give transparency over how the plan was compiled.	
4.2	Supported by Cllr Anketell-Jones as lead cabinet member, the Plan was unanimously endorsed at the B&NES Full Council meeting on 15 September 2016.	
4.3	Following Council endorsement, minor additions have been made to images and a record of these has been signed off by PAJ. TC will now take action to liaise with Dept. for Culture, Media and Sport and to pass the plan onto them for forwarding to UNESCO.	TC
4.4	The Chairman congratulated TC and thanked him for his work on the plan, which provided a clear policy platform for the site and was an ambitious statement. CK added that this would stand us in good stead in light of emerging Regional West of England strategic policy initiatives.	
5	Forthcoming work programme for 2017	
5.1	TC outlined major items on the forthcoming work programme: <ul style="list-style-type: none"> • 2017 represents 30 years since Bath WHS was inscribed. It was advocated that events during the year could be 'badged' to include a 30 years logo and other opportunities for added benefit sought. Members were asked to consider opportunities and liaise with TC. • Now that the draft replacement plan is finalised a summary version for wider distribution will be produced. It is intended that this will be produced in time for the next Steering Group meeting. • The Great Spas of Europe project has progressed to a stage where practical arrangements such as mapping, steering groups and management plans need to be in place in all the candidate towns. In Bath it is proposed to adapt, rather than duplicate, existing arrangements. There will be a need to look at the steering group composition and consider management actions relevant to the spa project. • It is proposed to develop a new brand for Bath World Heritage. The existing logo has served us well but it is timely to look at this now in advance of the Archway Centre opening. B&NES Council Heritage Services will lead on this and report back to the Steering Group. 	ALL
5.2	On the subject of branding, CB said she was still keen to see the World Heritage logo displayed at the rail station. TC and CK responded that this project was still live (as an Enhancement Fund project), but had been delayed by listed building considerations. PM added that signage on the bus station could also be looked at.	
6	Project Updates	
6.1	Archway. SB confirmed that the project had been successful in their round 2 HLF bid and received all the money that had been requested. Paperwork accepting terms and conditions and political sign-off was being completed to obtain a permission to start. The programme of start on site in September 2017 and opening in 2019 still held. Fundraising continued although the 90% target necessary to meet HLF requirements had been met. The Chairman and meeting congratulated SB and all involved.	
6.2	SB said he was particularly pleased that the HLF had delivered on their promise that each project would be judged on its merits, and had not been	

	deterred by the close geographic proximity of the Abbey Footprint and other projects in Bath. He said that a table showing how all of the projects contributed to the OUV of the site had been produced and shared with the HLF and agreed to circulate this to members of the Steering Group.	SB
6.3	PT asked if events such as the Christmas Market would be anticipated in planning the construction. SB confirmed that this and other programme 'pinch points' had been considered and would be catered for on this challenging site.	
6.4	Bathscape. MH reported that the project had been granted their HLF stage 1 award, again at the full amount requested. Permission to start paperwork was completed and job adverts were prepared. A revised project board has been established. Again the Chair and the meeting congratulated MH, who in turn (with CK) said that the work of project manager Sarah Jackson (under supervision of Mark Minkley) should be recognised in the success of re-shaping this project. MH pointed out that there was considerable cross-over in the current HLF projects and it is essential for a joined-up approach to continue.	
6.5	PAJ asked about the legacy of the project after the HLF funding. MH agreed to circulate a summary of the project in explanation of this.	MH
6.6	In other projects, Sydney Gardens (under the Parks for People HLF programme) has been submitted. The Cleveland Pools stage 2 submission is due on 8 th December.	
6.7	Research Group. MH reported that she had chased Historic England with regard to the grant application and in response received a message that 'Your proposal has brought up a lot of policy issues on our end. There have been numerous meetings and various talks about the project and its implications. Please bear with us as we continue to discuss and work through them. We will be in touch as soon as we iron out some concerns at our end.' News is therefore awaited and MH will update.	MH
7	Chairman's End of Term Report	
7.1	PM stated that this was his last Steering Group meeting and he was nearing the end of this term as Chair. He proposed that he make an end of term report to the Council. This report would include what has been achieved, where we have grown and where further attention is still required. PM will structure his report on the UNESCO 5 'Cs', the impact on the historic environment and especially the contribution of people. PAJ welcomed this proposal and TC will liaise with Democratic Services to find a suitable full Council meeting for this.	TC
7.2	PM said that it had been a great privilege to serve in the role from 2013-16, he had enjoyed it, learned much and thanked the group for their support and assistance. SB responded on behalf of the group and thanked PM for all his work, the energy he had applied to the role, and his championing of the WH Site. It was also noted that PM had kindly extended his role from 3 to 4 years to see the replacement plan through to submission. (CK left the meeting to attend a prior engagement)	
8	World Heritage Enhancement Fund	
8.1	PM updated on the following: <ul style="list-style-type: none"> • 31 Street names had now been restored and this will soon rise to 35. • Sydney Buildings lighting was nearing a resolution (TC showed images). • The railing finials have been restored to Lansdown Crescent, attracting national media attention. • Christchurch Bells have been restored and the congregation have raised an impressive £110,000. • Ralph Allen pillars are under repair. • Saxon Court is progressing. PAJ confirmed work should start this 	

	<p>week.</p> <ul style="list-style-type: none"> • The Chairman's Ramp will undergo further restoration by the end of 2017. • The National Heritage Ironwork Group is preparing a technical handbook on the conservation and repair of historic ironwork to be launched at a member conference in Bath 08-11 June 2017. • Smallcombe Cemetery is complete and provides an excellent example of a community led initiative. 	
8.2	PM said it would be useful to have the planning figures (on applications to repair listed buildings) as they could demonstrate the level of investment made by residents in the site. NT agreed that the role of residents should be recognised as part of the evidence base for the WHS. MR said that the planning service could be useful in publicising the Enhancement Fund.	
9	Any Other Business	
9.1	MH asked for news about rail electrification. There was no official statement, but PM feared that the recent news meant that funding was being cut and Bath was being treated as a branch line!	
9.2	TC reported that Anne Bull had asked him to relay that a new Bath and District branch of the National Children's University is being set up. The launch is planned for March 2017 with Bath Spa University being the lead link University. It may be that some of the museums and other institutions represented on the Steering Group wish to become 'learning destinations' for this initiative.	
9.3	PT raised the issue of street cleanliness. Discussion ensued on this, including concern over black bin bags. JR said the BID Team had been deep cleaning in Westgate Street, although discarded chewing gum quickly reappeared. He confirmed that regular inspection tours were undertaken with Cllr Veal and that success in areas such as A board reduction was apparent. CB asked about the Public Realm Strategy and it was noted that the Pattern Book and Wayfinding review had been produced. Southgate was upheld as a good example of private sector management.	
10	Date of next meeting. March 2017, date to be confirmed subject to the availability of the new Chairperson.	