

 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 25 July 2017 at the Kingston Room, Roman Baths, Bath</p>		

Minutes

Attendees					
Prof. Barry Gilbertson (Chair)	BG	Stephen Bird	SB	Cllr Paul Myers	PM
Cllr Peter Turner	PT	Caroline Kay	CK	David James	DJ
Dr Marion Harney	MH	Dr Kristin Doern	KD	Nick Tobin	NT
Lisa Bartlett	LB	Rohan Torkildsen	RT	John Wilkinson	JW
Victor Da Cunha	VDC	Ian Bell	IB	Louise Prynne	LP
Rob Holden	RH	Ainslie Ensom	AE	Helen Daniels	HD
Tony Crouch	TC				
Apologies					
Tom Boden		Cllr Robert Law		Henry Owen-John	
Dr Anne Bull		Cllr Cherry Beath			

No	Agenda Item	Act.
1	Chairman's Welcome	
1.1	BG, chairing the meeting for the first time, welcomed everyone and introduced himself. A copy of the press release announcing his appointment is issued with these minutes.	
2	Declarations of Interest	
2.1	Caroline Kay indicated that she had interest (through the Bath Preservation Trust) in a number of matters on the agenda but would flag these up further if in any way problematic.	
3	Adoption of previous minutes	
3.1	The minutes of the meeting of 22 November 2016 were adopted, proposed by PT, seconded NT. All who previously attended were in favour.	
4	Matters arising not otherwise on the agenda	
4.1	None.	
5	Chairman's Opening Statement	
5.1	BG delivered his opening statement. He officially started the role on 10 July, following appointment through a competitive process. He pledged to give the role his best shot over the 3 year term, ensuring that Bath WHS was respected, enhanced and enlivened. He remains as Chair of the Circus Area Resident's Association and as a Member of Council of the University of Bath, but has stepped down as a trustee of the Bath Preservation Trust to avoid any perceived conflict of interest. He praised the work of former Steering Group Chairs. As the first appointee Chair with no previous work involvement with the Council, he was determined to be independent of B&NES, even it is the appointing body. He saw this independence as important, as difficult decisions will arise in the years ahead, particularly balancing heritage with development. BG intends to listen for the first 100 days, after which he will	

	produce a report which he would like to share with the SG before presenting to the Council, along with an annual report. In the summer of each of his three years.	
5.2	BG intends to review the Steering Group Terms of Reference, which were adopted in 2009. BG has looked at the governance of other steering groups, including Blaenavon and Jurassic Coast. He is meeting World Heritage UK President Chris Blandford in the first week of August.	BGG
5.3	BG concluded by reiterating the priorities of the WHS Management Plan and by the following statements: <i>We are not our past, but our Heritage must play its part in the future of this wonderful city, whether it is to live, to work or to play. Importantly, the WHS should not be a constraint or obstacle to growth, but an invitation to excel.</i> A transcript of the opening statement is issued with these minutes.	
6	Steering Group membership	
6.1	BG ran through the organisations represented around the table and asked whether there are any others who should be represented.	
6.2	RH questioned whether the countryside setting was adequately addressed and suggested that the Cotswolds AONB might be considered.	
6.3	TC said that with the emergence of the Great Spas of Europe bid the intention was to run both inscriptions from a single steering group. Was a representative of the water/spa industry required? Colin Skellett (Wessex Water) and Peter Rollins (Thermae Bath Spa) were mentioned.	
6.4	The need to link into national bodies was discussed and ICOMOS UK and World Heritage:UK were raised as potential members. TC added that no replacement representative had been found from ICOMOS UK, and being a membership organisation he suspected that body were struggling with the potential time commitment.	
6.5	SB suggested that rivers and canals were important and that the Rivers and Canals Trust could be approached.	
6.6	IB asked whether FoBRA was sufficiently representative of all residents of the site. NT responded that FoBRA has some 5,000 members and questioned how a second residents representative would add value.	
6.7	IB also noted that young people were missing from the table and that the development world was under-represented.	
6.8	NT commented that as approximately 25% of the population of the city were students, perhaps they deserved more representation. CK suggested an executive member of the Student Union.	
6.9	JW asked how representative the group was of the whole city. The Bath City Forum was a useful parallel group and discussions with that group could be beneficial.	
6.10	PT noted that the arts sector, of great importance to Bath, was absent.	
6.11	BG thanked all for their suggestions. He was mindful of the need to contain the size of the group to ensure it remained manageable, but would consider all suggestions made.	BG TC
7	Steering Group Terms of Reference	
7.1	Further to the announcement in section 5.2 above that he intends to review the Group's terms of reference, BG is setting up a working party to look at this. CK and SB have agreed to take part. Any other offers to participate (to BG) would be welcomed. BG said it was his intention to circulate a paper outlining the outcome of the review (and membership considerations) before the next meeting in Nov 2017.	BG TC CK SB
8	Project Updates	
8.2	HD reported on World Heritage Day , held in Apr 2017. Parade Gardens was used as a venue for the first time, attracting 1,400 visitors. Entry was free to all and activities included guided walks, talks and activities for all ages. Approximately 1,400 people attended. The 8 mini talks proved popular. It	

	<p>was a useful gathering for heritage groups, with 20 stands and all the major Heritage Lottery Fund (HLF) projects in Bath represented. Good support was received from key partners and aided by good weather the day was deemed to be a great success.</p>	
8.3	<p>TC reported on the Bath World Heritage Site Management Plan. After unanimous endorsement by Full Council in Nov 2016, the plan was despatched to UK Government Department for Digital, Culture, Media and Sport in Jan 2017, who had in turn sent it to UNESCO in March. An acknowledgement from UNESCO was received. Silence from UNESCO generally confers acceptance - no formal approval is expected. Hard copies are available from TC.</p>	
8.4	<p>TC reported on the Great Spas of Europe bid. At the last report (Jul 2016) the study group had been reduced from 16 to 11 spas and work was beginning on submission documentation. The documentation required is significant. Submission of a bid to UNESCO must fit into an annual schedule, with the deadline for a submission being the end of September in any given year. The Czech Government (project leaders) are intent on making a submission this September. In August, the Czech project manager will be asked to determine if the bid is ready for submission. If he recommends that it is, each of the state parties will have to sign this off. There are two areas of uncertainty here, with a high likelihood that the bid will not be ready, and a risk that some state parties will not agree that it is of sufficient quality. The UK Government has consistently said that it will not endorse a bid that does not reflect the quality that we would expect of a bid prepared by the UK.</p> <p>Timetable: September 2017 submission to UNESCO for a fitness check, - a quick examination to ensure all necessary documentation is in place. UNESCO then respond by November 2017, giving the applicant two months before the final submission deadline of end of January 2018. If the application is valid, it is passed to the relevant body (ICOMOS international) for evaluation and that body prepares a report/recommendation for the UNESCO World Heritage Committee in the following year (June 2019). If the submission date this September is missed, the above dates slip back one year.</p> <p>With regard to individual management plans for each of the 11 spa towns, these are being drafted. We have drafted a plan that closely mirrors our existing plan (including the existing actions) and will submit this draft. It would normally be the case that an embryonic management plan would be periodically shared with steering group members and validated by formal Council approvals. In this instance, due to the similarity with existing documentation and uncertainty over timetable, this departs from those procedures. The Council cabinet member will be briefed to ensure he is content with progress.</p> <p>Finally, regardless of the outcome of this bid, we need to ensure that Bath is realising benefit from the process. The name Great Spas of Europe, validated by being on the UNESCO tentative list, is a potentially powerful marketing tool and a first meeting of all respective tourism managers is planned for late August 2017.</p>	<p>BG TC</p>
8.5	<p>SB provided an update on the Archway Project. HLF permission to start had been issued. The learning centre will increase learning capacity by 400%. The World Heritage Interpretation Centre is designed as a hub to inspire people to explore and send them off into the city and environs. Work has been undertaken with organisations including the Mayor's Honorary Guides to develop this approach. People may be aided by a tear-off map or a</p>	

	smartphone app in planning their route. Key destinations have been developed which include the upper town and landscape setting. SB proposed that a brief paper (in the form of a few PowerPoint slides) on the proposed destinations would be circulated to group members for their comments, and potentially presented to the SG Meeting in November.	SB TC BG
8.6	Brief discussion followed, with BG commenting that Blaenavon have the same issue of encouraging visitors into to the countryside. IB asked about timetable and SB replied that we were currently at RIBA design stage 4, with a start on site early 2018 and completion/opening early 2019.	
8.7	MH reported on the Bathscape Project . HLF stage 1 funding has been awarded. Staff appointments have been made and tenders/commissions are going out. The Landscape Character Action Plan is being drafted. New terms of reference and a new logo are in place. MH has been acting as interim chair of the partnership board and recruitment of a permanent chair will be advertised imminently.	
8.8	LB commented that Bathscape and Archway were complementary, with both seeking to encourage people to explore the site and disperse them from the city centre. This delivered health and other benefits meeting Council objectives. RH said the National Trust were working (within the project) on (signage) gateways, to help remove barriers preventing people from knowing how to access countryside. MH confirmed this project was more orientated toward residents than tourists, with CK adding that even those very close to countryside were often not using it. PT made the point that surrounding parishes have a key role to play.	
8.9	CK reported on the Making Changes publication, written by Joanna Robinson of BPT and co-edited by Trustees Tom Marshall and Barry Gilbertson. The booklet was produced to explain best practice and regulations to listed building owners. CK thanked Historic England and the WH Enhancement Fund as financial sponsors. Distribution of the guidance was through estate agents and solicitors to listed building purchasers, and also through resident's associations. It was designed to aid the Council listed building process and reduce frustrations. http://www.bath-preservation-trust.org.uk/campaigning/making-changes-bpt-guidance-for-owners-of-listed-buildings/ Copies can be downloaded free of charge.	
8.10	BG commented that the guidance had been well received and the innovative distribution methods were to be applauded. CK added that the Council Historic Environment Team had contributed to and checked content. VDC said that fire prevention and adaptation in historic buildings (post Grenfell Tower) was an issue as well as thermal comfort and partners should work together. CK replied that the 'Warmer Bath' guidance addressed thermal comfort issues. It can be downloaded here: http://www.bath-preservation-trust.org.uk/campaigning/energy-efficiency/low-carbon-bath/ Both universities are working on fire prevention on their properties and NT commented that this was an issue for holiday lets too, often with one staircase and no owner present.	
8.11	MH reported on the Research Project . Sadly Historic England felt unable to fund the proposal and had encouraged building on the Historic Environment Record as the key index of research. They also pointed to some research frameworks already in place at Stonehenge and Derwent Valley Mills. TC and MH will look into these. TC commented that the combining of the Local Studies Collection with the Archives (in the Guildhall) had been an improvement in consolidating local research.	TC MH
9	World Heritage Enhancement Fund	
9.1	AE reported on current and proposed projects of the Enhancement Fund. Her briefing note is issued with these minutes.	
10	South Bath Travel Options	

10.1	VDC explained that transport had been raised as a major issue with regard to the Fox Hill development. 1,400 new homes were proposed which could lead to an extra 2,000+ vehicles, onto the already busy Bradford Road. CURO investigated options and commissioned consultants ARUP to explore options. One of the leading options, which did not involve putting extra capacity onto the road system, was a cable-car. VDC ran through a presentation (attached) showing the rationale for this approach and the consultation responses which had led to this option not being pursued. A significant concern around the proposal was the visual impact on the WHS. VDC concluded by saying it was necessary to act to relieve transport pressures in some (as yet undefined) way. Although CURO had supported extra bus services, 'more of the same' would not be enough. Boldness and creativity is needed.	
10.2	Debate followed. PM agreed that solutions needed to be found. Traffic issues would increasingly impinge on the WHS. NT said that the Transport Strategy (2014) had received cross-party support. We now needed a plan to deliver the strategy. Traffic issues were a top priority for FoBRA. BG highlighted the recent Council paper on transport options and ran through them, particularly concerned about the stated desire for more city centre parking, which would only encourage more city centre traffic. LB said that circumstances had changed, influencing the Park and Ride proposal. We now needed to move forward and recognise the potential opportunities offered by the West of England devolution deal and associated funding. Schemes must be deliverable so we must look at both funding and how to better engage people who support schemes rather than oppose them. CK agreed, saying that the UK planning system offers an extraordinary ability for all to engage in the process. We are also at a point where the internal combustion engine is being phased out and although pollution may decrease as a result, congestion shows no signs of doing so. West Wilts should be included in West of England proposals. Small measures leading to behavioural change should not be discounted – look at the success in reducing smoking rates and plastic carrier bags. It should not be cheaper to use city centre car parks than to use the bus, or there is no incentive. LP agreed modal shift is important and businesses needed reassurance this would not prejudice their trade. We should also allow more bold and innovative dressing of the city for events. RT said the city had been agonising over transport solutions for many years. Review is to be welcomed but it should be swift. International examples should be studied for inspiration. The WHS management Plan was correct to have taken a non-prescriptive stance on the issue.	
11	30th Anniversary events	
11.1	TC outlined the following events, being held in celebration of the 30 th anniversary of Bath being inscribed as a WHS. BG encouraged all to attend and to publicise amongst their organisations. 14 September 2017 Europa Nostra Conference, Assembly Rooms, Bath. Details from TC. BG commented that he has pre-arranged holiday from 11/9 to 8/10 and could not therefore attend the Conference. Lunchtime talks, all at Bath Guildhall, 1:10 - 1:45pm: 1 November 2017 : Bath WHS 30 year review: Tony Crouch 8 November 2017 : Hadrian's Wall : Humphrey Welfare 15 November 2017 : Stonehenge : Sarah Simmonds 22 November 2017 : Tower of London : Natasha Downie	ALL
12	Any other business	
12.1	Two events were flagged up: 1. Royal Crescent 250 event on Sat 29 July – a rare chance to see the crescent car-free. 2. Bath Walking Festival (closely	

	aligned to the 'Bathscape project') will take place in September.	
13	<p>Dates of next meetings: All at 2pm – 4pm : in Bath with venue tbc</p> <p>Thursday, 9 November 2017 Tuesday, 20 February 2018 Thursday, 28 June 2018</p>	
14	<p>Papers issued with these minutes:</p> <ol style="list-style-type: none"> 1. Press Release; Appointment of new WHS chair. 2. Chairman's Opening Statement 3. CURO presentation. 	