

 <p>United Nations Educational, Scientific and Cultural Organization</p>	 <p>City of Bath inscribed on the World Heritage List in 1987</p>	<h2>City of Bath World Heritage Site Steering Group</h2>
<p>Meeting held on 7 April 2016 at the Drawing Room, Roman Baths, Bath</p>		

Minutes

Attendees					
Peter Metcalfe (Chair)	PM	Dr Marion Harney	MH	Cllr Peter Turner	PT
John Wilkinson	JW	Rohan Torkildsen	RT	Caroline Kay	CK
Tom Boden	TB	Stephen Bird	SB	Nick Tobin	NT
Louise Prynne	LP	Helen Daniels	HD	Tony Crouch	TC
Cllr Patrick Anketell-Jones (joined meeting at 3pm by prior agreement)		PAJ	Stephen Bird (left the meeting at 2:30 by prior agreement)		SB
Apologies					
Lisa Bartlett		Victor Da Cunha		Dr Anne Bull	
Henry Owen-John		Ian Bell		Dr David Thackray	
David James		Dr Kristin Doern			

No	Agenda Item	Act.
1	Previous Minutes	
1.1	NT commented that para.3.4 of the previous minutes read that there was a potential for 'some areas of Bath' to reach levels where around a third of residents were students. This should more accurately read 'the City of Bath' (removing reference to 'some areas'). The change was accepted and the minutes of 17 November 2015 were approved on this basis.	TC
2	Membership changes to the Steering Group	
2.1	The Chairman welcomed Louise Prynne, the incoming Bath Business Improvement District Chief Executive. Louise introduced herself to the group and said that as a graduate of Bath University this was a welcome return to the city for her.	
2.2	PM reported that Bath Charter Trustees had still to decide on a representative, but were in the process of doing so.	
2.3	A revised sheet giving Steering Group members contact details was circulated prior to the meeting with the agenda.	
3	Matters arising	
3.1	NT questioned whether Bath City Forum should be represented on the Steering Group. However, both PT and CK said they were Forum members and this was considered sufficient representation.	
3.2	MH and CK reported that a partnership board meeting of the Bathscapes project had taken place earlier in the day. A further meeting was to be held on April 22 nd . The project was being amended following HLF advice and a submission to the HLF on 1 June 2016 was planned.	
3.3	Cllr Turner said he had received some interest from residents about traffic issues and the Archway Project and had given assurances that matters were in hand. PT and SB to discuss further if necessary.	PT/ SB

3.4	PM said that he had responded to the member of the public who had lobbied the Steering Group on a planning issue (felling of trees at Lansdown). The gentleman in question had thanked PM for his explanation of the Steering Group's role. TC said that although such lobbying could very well re-occur, contact details of members were not put into the public domain.	
4	Network Rail update	
4.1	David Wilson (DW), Network Rail Principal Consents manager, West of England, gave a PowerPoint presentation on the rail electrification project. He was accompanied by his colleague Ian Wheaton, Network Rail Town Planner. There is a priority on completing the 'capital to capital route' (London to Cardiff) which means the Bristol Parkway line will be completed in advance of the Bath line. DW said this would allow more time to work on the bespoke solutions and sensitive design needed for Bath. New Hitachi trains will be operational in Summer 2017 and these will be hybrid powered, able to run on electricity or diesel. In response to a question from PT, DW said there would be no benefit in London bound Bath commuters travelling via Bristol Parkway as through trains at Bath would pick up the electrified line at Swindon. Parapet wall designs have been a collaborative effort involving local groups and the preferred solution is to add a railing or grill to the top which is reversible and will not permanently alter the Brunel designs. Overhead Line Equipment (OLE) will be square section metal 'goalposts' except at Sydney Gardens where tubular curved OLE arms were proposed. The Skew Bridge over the Avon adjacent to Bath Spa Station would have a cantilevered side extension added to allow for an elongated platform to serve the new trains.	
4.2	<p>Questions relating to the above were asked:</p> <ul style="list-style-type: none"> • PT: What was happening to the compound in Sydney Gardens? DW: This is currently used only for the Sydney Gardens work. NR were in discussion with B&NES Parks regarding a new temporary road access to the compound. • NT: How do cyclists access the new trains? DW: Was not familiar with the layout of the new trains but believed the cycle compartment to be in the middle of the train. Disabled access was at the front. • CK: Given the attention to detail on the Sydney Gardens OLE, would it be possible to have consistent and well-designed OLE throughout the WHS? DW: An advantage of the square section OLE is that they can be thinner in profile whilst still providing the necessary load bearing strength. This is important in open stretches such as Newbridge to Kelston where the side profile will be viewed. • PM: What is the timetable for works? DW: Applications for Sydney Gardens were programmed for Autumn 2016 (Sep/Oct). The Skew Bridge works for 2017. 	
5	WHS Management Plan Review	
5.1	<p>TC presented his progress report on management plan progress, including the addition of objectives, revisions to the Action Plan and details of proposed public consultation. The report also included the following timetable:</p> <ul style="list-style-type: none"> • 7 Apr : WHS Steering Group • 22 Apr : Submission of plan to designer. • 18 May: B&NES Joint Strategic Directors/Divisional Directors Group. • 23 May: Public consultation starts • 15 Jul : Public consultation closes • 28 Jul : WHS Steering Group • 8 Aug : Informal Cabinet • 25 Aug: Draft Council report clearance deadline for legal and finance • 6 Sep : Deadline for submission of Full Council report • 15 Sep: Full Council meeting 	

	<ul style="list-style-type: none"> Submission to DCMS for forwarding to UNESCO 	
5.2	<p>Discussion ensued on the actions:</p> <ul style="list-style-type: none"> CK: The objective on transport is simple and clear. The question is whether the actions then sufficiently address that objective. PM: Split the transport action (5) into two. The 'Getting around Bath' Transport Strategy has clear objectives and we should be monitoring those objectives in the context of their impact upon OUV. NT: FoBRA comments support dividing action 5 into two and the action should be aligned with the Transport Strategy. PM: The date of the Transport Strategy should be added. RT: Asked if we sought to cover all Transport Strategy objectives. CK responded that the key thing was the impact upon OUV. JW: Agreed that we should be cross-referencing with Transport Strategy CK: We should be monitoring the delivery of the Transport Strategy against our objective(s). JW: We should avoid duplication of monitoring. If transport are undertaking this we can use their findings. 	
5.3	<p>Discussion took place on how the issue of and Eastern Park and Ride (P&R) should be addressed.</p> <ul style="list-style-type: none"> JW: P&R is a highly political issue and specific reference could deflect the focus away from other matters and slow down the adoption process. RT: The public will expect to see reference to the P&R. UNESCO are likely to hear of it and may also expect to see the plan address it. Cross reference should be made to the Placemaking Plan with consistent wording. CK: Remember that the Placemaking Plan will be reviewed at examination this summer and wording may change. (The Placemaking Plan and Transport Strategy are key documents under-pinning the WHS Management Plan). TC to discuss with JW and subsequently to circulate a proposal with regard to the transport action. NT happy that TC circulates FoBRA comments with the minutes. 	TC TC
5.4	<p>The issue of student accommodation was discussed. FoBRA had suggested that a specific action on the matter should be inserted, stating 'Engage with stakeholders to produce a workable student housing strategy'. It was acknowledged however that this plan was not the primary means of addressing the subject, and any impact upon the OUV from student housing was indirect. PAJ confirmed that he had received assurance that the matter would be addressed through the Placemaking Plan. It was concluded that the matter should be acknowledged in the text of the plan but for the consultation draft no specific action is to be included.</p>	
5.5	<p>FoBRA had also commented on flooding issues. TC said that he was happy that these were predominantly factual and was happy to amend the draft plan accordingly.</p>	TC
5.6	<p>RT said that Historic England had some points of detail to discuss, but he was happy to do with TC outside of the meeting.</p>	TC/ RT
5.7	<p>The Chairman asked the meeting for confirmation that subject to the above issues being addressed, was the Group happy for public consultation to proceed? Confirmation was forthcoming.</p>	
6	Project Updates	
6.1	<p>Research Group. MH gave an update. She had completed the application forms for the HLF 'Sharing Heritage' funding stream. However, having</p>	

	contacted the HLF to informally discuss an application, the response was that the project was considered to be pure research with insufficient community involvement to satisfy HLF requirements. MH was therefore seeking alternative funding sources. RT asked how much funding was required and MH confirmed it was circa £10k with perhaps an additional £5k contribution from the Enhancement Fund. MH and RT to discuss outside of the meeting.	MH/ RT
6.2	Archway Project & World Heritage Centre. TC gave an update. A successful mid-term HLF review was held in January. The project is heading toward a mid-June round 2 submission date, although this depends on 90% of match funding being raised. Fund raising continues with applications in to major donors. Design work is half-way through RIBA stage 3 (detailed design) with exhibition design work progressing in tandem. The pre-application submission is with the planning dept. with a response due by the middle of next week. No major difficulties are expected with this, although detailed consideration is being given to the roof top extension. The Activity Plan is well advanced and the Construction Plan bears out initial estimates of a one year build period. The finish date will be Nov 2018 with an official opening of Feb 2019. Archaeologists start on site next week (11- Apr, Cotswold Archaeology) with Scheduled Ancient Monument consent in place.	
6.3	Great Spas of Europe. TC gave an update. As reported at November Steering Group the current stage of the project focuses on reducing the number of spa towns in the final submission group. A comparative analysis has been undertaken of all leading spas, not just those currently within the project. This shows a ranking system with seven leading spas, including Bath being ranked highly within this lead group. State Party representatives from the UK, France, Spa and Italy are generally content with this analysis as it contains one spa from each of these countries in the potential submission group. Germany has not reached a conclusion and has the more difficult task of reducing the six current members down to one. Unsurprisingly, the mayors of some German and Czech towns which were not ranked highly are contesting the proposal to exclude them from the bid and are asking for more study work to be undertaken. This process is underway and the International Experts Group met recently in Bath to work on this. Both Mayors and state representatives will meet in Prague in May to assess the work and decide a way forward.	
6.4	World Heritage Day 2017. HD gave an update. The event is to be held on Sunday 17 April at the Assembly Rooms. It will focus on the social legacy of the Georgian period with a range of activities for all ages. People will also be asked to offer suggestions for 21 st century 'Rules of Bath'.	
7	Any Other Business	
7.1	TB announced that the bottom (Widcombe) gate at Prior Park was to be opened for pedestrians and cyclists. A 'soft launch' is imminent. The intention is to have greater connectivity between the gardens and the city.	
7.2	PM thanked those who have provided paragraphs saying how their organisation contributes to the Steering Group. He encouraged those who have not yet done so to please urgently submit a paragraph to Tony. TC to liaise with LP on this matter and TC also to provide a draft statement from B&NES.	
8	Date of next meeting	
	Thursday 28 July 2016, 2pm. To consider consultation responses to the WHS Management Plan.	All to note

