



City of Bath World Heritage Site Steering Group

Meeting held on 22 October 2013 in the Brunswick Room, Guildhall, Bath

Minutes

Attendees					
Peter Metcalfe (Chair)	PM	Cllr Ben Stevens	BS	David Trigwell	DTr
Cllr Malcolm McDowall	MM	Robin Kerr	RK	Wendy Stott	WS
Dr Marion Harney	MH	Rohan Torkildsen	RT	Dr David Thackray	DTh
Caroline Kay	CK	Ian Bell	IB	Dr Kristin Doern	KD
Tony Crouch	TC				
Apologies					
Cllr. Bryan Chalker		Christopher Young		Stephen Bird	SB
Nick Brooks-Sykes		Rhodri Samuel		Louise Fradd	

No	Agenda Item	ACTION
1	Previous Minutes	
1.1	Minutes of March 2013 were accepted as an accurate record, proposed by RK, seconded MM. The Chair advised that minutes would be posted on the Council web-site, and no objections to this were raised.	TC
2	Annual 2010/2016 WHS Management Plan progress report	
2.1	TC outlined progress on the plan using a 'RAG' report. From a total of 71 actions, 35 (48%) were green (achieved), 28 (39%) amber (partially achieved) and 8 (14%) red (not achieved). TC explained that this report would form part of the submission to UNESCO seeking formal approval of the 2010 Management Plan. All members were therefore requested to add any input to report by the end of November 2013 . PM congratulated TC on the quality of the report, which was endorsed by members	ALL
2.2	The emerging transport strategy, (commissioned by the Council) was discussed. The review by consultants (Mott MacDonald) is programmed to take until Christmas 2013/early 2014, when a draft report will be submitted to the Council. There is currently no associated material on the Council web-site.	
2.3	CK made the point that whilst the Public Realm and Movement Strategy had been adopted, the Programme had not been implemented, and the report should refer to PRMS not PRMP. TC to amend accordingly.	TC
3	World Heritage Enhancement Fund	
3.1	PM discussed the recent reception event held by the Chairman of the Council, and confirmed he had written to thank Cllr Butters.	
3.2	PM said that the many projects delivered by the Fund were great successes, with interesting stories behind them. He asked members to consider ways in which greatly publicity for the successes could be achieved. PM stated that he was proposing a press event to meet the Steering Group in Spring 2014.	ALL
3.3	With regard to achieving greater exposure for stories, BS said that Wi-Fi	

	provision in the city was being improved, making communication easier. IB mentioned the 'Surprising Bath' website, which contained stories about the city www.surprisingbath.com	
3.4	PM asked all to consider projects to warrant Enhancement Fund support.. PM advised he would be writing to the 32 Bath ward councillors to seek their proposals for engaging local people/representative groups to identify sites/buildings/historical factors that contribute directly/indirectly to the overall historical environment of the WHS.	ALL PM
4	Special Steering Group Review Meeting June 2013	
4.1	TC reported on the Review Meeting, which was well attended and productive. The minutes of this were accepted with the correction that KD was not present.	
4.2	The priorities which emerged from the Review Meeting are: <ol style="list-style-type: none"> 1. WHS Management Plan. The current plan should be formally approved by UNESCO, and preparations for the next replacement plan should be put in place. (An initial timetable for the new plan will be prepared for the March 2014 Steering Group meeting). 2. Pursue proposals for a Bath Research Group. 3. Communications and Engagement. Encourage a greater level of community participation and raise the public profile of the Steering Group. 4. Education. Seek involvement with the primary school sector. <p>The above priority recommendations were endorsed by the group.</p>	TC
4.3	KD updated the meeting with regard to education initiatives. Bath Spa Uni. have been approached by Bath Primary Head Teachers Group (led by Anne Bull, Weston All Saints Primary School) to work on a History Scheme of Work for Bath Primary Schools. This will initially map a way through the new history curriculum due to be in place Sept 2014 using the rich historic and cultural provision available in Bath and the region, particularly in relation to Bath as a WHS and the way this links into a broader global agenda. A working group will put together an initial programme, piloting a few school specific projects in Spring 2014 to have an initial pilot resources/curriculum map in place for Sep 2014. The working group includes representatives from Bath Spa Uni., Bath Primary Head Teachers, and Bath museums/heritage.	
4.4	RT asked if English Heritage had been approached, as they had education expertise. KD confirmed they would be, along with the National Trust. She also made the point that although the focus was on primary schools, secondary schools must be linked in.	
4.5	DT reported that the Archway project, to provide a learning centre and WH interpretation at the Roman Baths, had not been successful in their first submission to the Heritage Lottery Fund. Initial rejections such as this were however common and the Council remained committed to the project (including financially) and a re-submission was planned.	
4.6	PM raised the question of whether an education representative was needed on the steering group. KD would explore this with working group colleagues and report back	KD
5	Setting an agenda for 2013 -2016	
5.1	PM tabled his paper 'Setting the Agenda for 2013 – 2016'. This paper confirmed the themes and priorities the Chair had introduced in the March 2013 Steering Group meeting, and the issues emerging from the June review meeting. The meeting approved the paper.	
6	WHS Research Group	
6.1	MH tabled her notes from an initial meeting held in September to explore a WHS Research Group. There is a wealth of research about Bath, but it is held in many places by many different bodies. Without an overall picture	

	or index, it is difficult to identify gaps in research or find completed work. There is inevitably duplication of effort occurring. The desire is to create a virtual hub to join these elements together, although it is recognised that this could be an enormous task.	
6.2	Bath University have excellent research credentials and MH has obtained clearance from the relevant Head of Department to explore a WHS Research Group. A suitable PhD student has been identified to work on this, and rooms are available. Funding would be required, estimated to be in the region of £10 - £15k per year.	MH TC PM
6.3	An event is proposed for Spring (probably April) 2014 to launch this initiative. The event would aim to bring together the interested parties working in research about Bath, and plan a route forward.	MH TC
6.4	DTh stressed that research should not be seen as a peripheral activity, but as a key management tool. KD reminded members that the Heritage Forum did exist as an umbrella for all local heritage interests.	
6.5	DTr announced the Council's intention to explore a 'Visitor Contribution Fund'. The Council had no powers to introduce a tax, but it could add voluntary contributions to some bills. This matter was currently under investigation and could provide a future funding source. MM asked why a WH charge at the Roman Baths could not be imposed. DT responded that competitiveness of the attraction needed to be considered, especially in light of new competitors such as the Stonehenge Visitor Centre. IB raised the concern that money generated might be used for general Council expenditure, rather than site enhancement. BS responded that any income was currently tied to Bath Tourism Plus in the budget. DT encouraged all SG members to comment on the consultation on this matter. CK requested access to the Price Waterhouse Cooper report when consultation was issued, and BS responded that these should be included in Scrutiny Panel papers. CK asked to be alerted when the issue might go to Scrutiny Panel.	TC
6.6	MH said that there was a need to investigate funding sources as soon as possible. The meeting approved the proposal to further explore the research group.	
7	Steering Group Membership	
7.1	A list of contact details of current members was circulated.	
7.2	PM confirmed that he had spoken to Andrew Cooper, Bath Improvement District Manager, and that Andrew had agreed to join the group.	
8	Updates	
8.1	Great Spas of Europe: TC updated the position on this project. The Czech Government had written to governments of all participating countries asking if they wished to be included in a trans-national WH bid recognising the cultural value of spas. The UK Government had in summer 2013 given permission for Bath to be included in the project, but stopped short of giving full permission to take part in the bid. This Czech's were however pushing an ambitious timetable, with plans to submit an initial bid to UNESCO in January 2014. To stay with the project, Bath would need full permission from the UK Government and potentially inclusion on the UK Tentative List (of prospective WHS). The Leader of the Council had written to Minister Ed Vaizey, and both MP Don Foster and MEP Sir Graham Watson had written in support. A reply from the Minister was awaited. TC to update members when further news was received.	TC
8.2	Social Media: The use of social media was mentioned at previous meetings as a potential 'quick win' in increasing the profile of Bath WH. TC reported that the constraints of working within the Council system had proved this not to be quick, and further work was needed on identifying what was required and how to achieve it. WS pointed to the National Trust Facebook page as being successful.	

8.3	Section 172 reporting: S172 of the UNESCO Operating Guidelines requests that the state party informs UNESCO of developments within WHS which could impact upon the OUV of the site, and do so in advance to allow meaningful intervention if required. The UNESCO Mission Report on Bath (2009) reminded the UK state party of this requirement, and in doing so specifically named Bath Rugby Club. In anticipation of an application from Bath Rugby, and for the next phase of Bath Western Riverside, TC had written to English Heritage on 15 July 2013 seeking clarification on this matter. There are no set procedures for sites with regard to S172 reporting, and given that UNESCO had reminded the UK Government of requirements in the Bath report and more recently at Giant's Causeway in 2013, the concern was that this requirement should be adhered to and notifications made. No response to the July letter has been received, and this remains a matter of concern. RT will look into the matter. He noted that the Giant's Causeway example referred to a Judicial Review, outside of the planning process.	RT
9	Any Other Business	
9.1	CK alerted the meeting to recent news indicating that UK restrictions on Chinese visitor visas are likely to be relaxed. This is something our visitor attractions may need to prepare for.	
9.2	RK drew attention to floodlighting proposals at Beechen Cliff School, works at Hope House (including park land conservation), news from Edinburgh WHS regarding lamppost restoration, and potential works to a boundary wall at Burlington Street Catholic Church. CK offered to speak to the church.	CK
9.3	KD asked that the minutes give provisional dates for the next Heritage Forum. This event is likely to be either Weds 19 Feb 2014 or Thurs 27 Feb 2014.	
10	Date of next meeting: Tuesday 18 March 2014. Manver's Street Baptist Church.	