

 <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><b>Meeting held on 14 October 2014 at the Drawing Room, Pump Rooms, Bath</b></p>		

### Minutes

Attendees					
Peter Metcalfe (Chair)	PM	Cllr Ben Stevens	BS	Ian Bell	IB
Dr Anne Bull	AB	Rohan Torkildsen	RT	Dr Kristin Doern	KD
Caroline Kay	CK	Henry Owen-John	HOJ	Nick Tobin	NT
John Wilkinson	JW	Lisa Bartlett	LB	Victor da Cunha	VDC
Robert Holden	RH	Tony Crouch	TC		
Apologies					
Cllr. Bryan Chalker		Cllr. Gerry Curran		Cllr Malcolm McDowall	
Dr David Thackray		Nick Brooks-Sykes		Stephen Bird	
Dr Marion Harney					

No	Agenda Item	ACTION
<b>1</b>	<b>Welcome for new members</b>	
1.1	There have been several changes in group membership since the last meeting. Rhodri Samuel, David Trigwell, Wendy Stott, Robin Kerr and Nick Brooks-Sykes have departed. The Chairman welcomed new members and invited them to introduce themselves.	
1.2	Dr Anne Bull is the Head Teacher at Weston All Saints Primary and Chair of Bath Primary Head Teacher's Group.	
1.3	John Wilkinson is the Council's Divisional Director of Community Regeneration with responsibility for World Heritage.	
1.4	Lisa Bartlett is the Council's Divisional Director of Development with responsibility for planning matters.	
1.5	Nick Tobin is the Vice-Chair of the Federation of Bath Resident's Association (FoBRA). He is also the chair of the FoBRA planning sub-committee.	
1.6	Victor da Cunha is the Chief Executive of CURO housing group. CURO have a portfolio of approximately 10,000 homes in the World Heritage Site (WHS) including listed buildings and are bringing forward substantial new housing developments on former Ministry of Defence sites. VDC had kindly joined the meeting as an observer with a view to accepting the Chair's invitation to become a member of the WHS Steering Group as from 2015.	
1.7	Henry-Owen John is the Head of International Advice for English Heritage (EH), replacing Christopher Young in this role. HOJ clarified that most interaction with Bath will be handled by EH's SW office (Bristol), although he would retain an involvement with the WHS Management Plan, notification of major developments to UNESCO, work on the Great Spas trans-national bid and any other such strategic work. He is likely to be an infrequent attendee at the steering group, but will be available to advise. HOJ also announced that the formal split of EH into two bodies was completed today.	

1.8	Robert Holden joined the meeting (after travelling from another meeting). RH is the acting National Trust Area Manager for Bath following the departure of Wendy Stott. RH confirmed that Tom Boden (currently working for Bath Preservation Trust) had been appointed to the role and would start in November 2014.	
<b>2</b>	<b>Previous Minutes</b>	
2.1	Minutes of the March 2014 meeting were accepted as an accurate record and will be posted to the website <a href="http://www.bathnes.gov.uk/worldheritage">www.bathnes.gov.uk/worldheritage</a>	<b>TC</b>
<b>3</b>	<b>Matters arising</b>	
3.1	It was confirmed that the Transport Strategy was proceeding as planned and to be presented to November 12 <sup>th</sup> cabinet meeting for endorsement.	
<b>4</b>	<b>Rail Electrification</b>	
4.1	Network Rail (NR) has entered into a Planning Performance Agreement with B&NES as planning authority. As part of this agreement, Ashley Beighton has been appointed as case officer to liaise with NR. Ashley introduced NR representatives Jim Fernand, Alistair Byers and Elaine Robinson.	
4.2	Jim Fernand (JF) described the works involved in introducing overhead electricity lines on the line through Bath. 2 bridge reconstructions, 8 parapet modifications, 3 viaduct and 4 tunnel alterations were involved, alongside track lowering and the installation of overhead masts and associated foundations. Sydney Gardens was a unique challenge, requiring a bespoke approach. NR invited suggestions as to sustainability and performance criteria against which their work could be assessed. They were aiming to complete the works to a standard which would be considered for an international award, such as Europa Nostra or the European Rail Congress. They had successfully engaged with the community so far, as evidenced by the absence of complaints during the Sydney Gardens trial pits, and intended to continue this approach.	
4.3	Discussion ensued. IB asked if the designs for Sydney Gardens could be shared yet. JF replied that the designs were not yet ready to be shared, but NR were happy to share these when complete and JF estimated this may be in around a month. CK asked about colour for the overhead gantries and JF replied that this was not decided with LB confirming it was under discussion. Alistair Byers commented that grey or black was most likely. HOJ asked if there was an accompanying heritage statement, and Alistair confirmed a design and access statement was completed. KD asked about timescale of works, and Alistair said they would stretch from Jan. 2015 – Mar. 2016, with the most intense activity in Jul/Aug 2015 when there would be disruption including temporary line closure. BS asked about improvement of scrub areas inside the railway fencing and JF confirmed that NR were working with the Council Parks Dept. to eradicate non-native species replace with native planting. CK asked if NR had statistics on passenger numbers, which JF confirmed he could request.	<b>JF</b>
4.4	PM thanked the NR team and hoped this project could be an exemplar of major infrastructure provision in an historic setting with the close community involvement.	
<b>5</b>	<b>WHS Management Plan review project</b>	
5.1	Ward Councillor Consultation. PM has been visiting councillors within the WHS to discuss their issues with regard to WH and feed these into the replacement plan. He has met 5 so far.	
5.2	TC outlined the timetable for the replacement plan, with preparation of a draft leading to a stakeholder event on April 21 2015 ( <b>please note in diaries</b> ) followed by a consultation draft, full public consultation in late summer 2015 and adoption at the end of the year. RT requested that the timetable be circulated.	<b>All to note</b>
5.3	The sub group acting as a sounding board for the new management plan	

	production met on 10 September. It comprised of TC, PM, CK, KD and Sarah Johnston from Planning Policy. A separate meeting was held with RT. DT from ICOMOS will also be invited to join.	
5.4	Structure of the new plan. The sub-group considered the structure of the new plan bearing in mind ICOMOS International comments and UNESCO advice contained in the 2013 publication 'Managing Cultural Heritage'. The structure will be greatly clarified by our recent work in adopting a revised Statement of Values and identification of 'attributes', which clearly set out what it is we are seeking to protect. The existing structure will be simplified by moving aims and vision to the front of the plan and moving more information to appendices.	
5.5	<p>Main Issues of the new plan.</p> <ul style="list-style-type: none"> <li>• It was considered that the vision should be strengthened to act as a mandate, saying how Bath would be an exemplar urban heritage site. This is intended to raise expectations and standards.</li> <li>• ICOMOS asked for clarity with regard to management systems. The sub-group discussed a flow chart showing how management systems operate (for example between Council, DCMS, UNESCO). It was also considered that case studies could show systems in operation.</li> <li>• 'Issues' are listed out in detail in the existing plan. These are considered to be 'workings' which can be consigned to an appendix.</li> <li>• A summary document should be produced alongside the full plan. The summary document can be written in accessible language for a local target audience.</li> </ul>	
<b>6</b>	<b>Bath Rugby Club</b>	
6.1	The Steering Group does not generally discuss planning applications, as the planning process provides the mechanism to assess these. The rugby club was added to the agenda as English Heritage had indicated that the club's proposals have the potential to trigger a formal notification to UNESCO and this is something which steering group members will have an interest in.	
6.2	LB said that the Planning Dept. had asked the rugby club to look again at design and the club had been amenable to this request. English Heritage had been fully involved. The design principles should take full account of World Heritage, Conservation Area and listed building issues. RT confirmed that EH had been a partner in these discussions.	
6.3	HOJ outlined the requirement for 'Section 172' (of the UNESCO Operating Guidelines) notifications, the purpose of which was to allow the WH Committee to consider a proposal. Discussion ensued about the whether it was only adverse proposals which required notifications and whether the cumulative impact of smaller developments might require notification. In response to comments made by NT regarding other potential developments such as James St. West, LB pointed out that the Placemaking Plan was soon to be out for consultation and would provide a framework for these. IB commented that the rugby club had waited a long time for permission and asked when this might be concluded. LB responded that although all parties were keen to progress, the discussions may take some time. BS pointed out that UNESCO were not looking to keep the WHS static, but recognised it was a living city and the quality of development was the key. HOJ commented that in general UNESCO took a conservative approach, and that views were likely to be a key issue in the case of the rugby club.	
<b>7</b>	<b>World Heritage Enhancement Fund update</b>	
7.1	PM reported that there were 12 projects currently in the pipeline and a report on these would be made to the next Steering Group meeting. He stated that the Fund had been operating for 5 years in 2014 and he proposed that a review meeting should be held as a 'health check' to assess performance and terms of reference. Date to be arranged.	

<b>8</b>	<b>Education (Bath history curriculum)</b>	
8.1	AB reported that the former government history curriculum only covered the period before 1666 and thus excluded much of Bath history. A new national curriculum now allowed greater freedom. The curriculum which AB had developed sought to involve the various Bath museums (plus the Abbey) and used their expertise to demonstrate various strands, and thus matched the locally available resource to the educational requirements. A children's history trail through Bath was included. The initiative had been taken to the Primary Heads Group and it was proposed to make the resource available to all Bath primary schools.	
8.2	CK noted that this was an evolution of the previous WH pack produced by the Bath Preservation Trust and the Council, and HOJ advocated that the curriculum should be included in the draft WHS management plan.	
<b>9</b>	<b>General Update Items</b>	
9.1	Roman Baths Archway Project. It was announced on 8 October that this project had been successful in gaining round 1 funding (£168,000) from the Heritage Lottery Fund (HLF). Although there are other HLF bids reported as part of the update section, this deserves a special mention as the project includes both an education centre and a World Heritage Interpretation Centre. Round 1 provides funding to work up the project with a round 2 bid (to fund implementation) planned for submission in 12 months' time.	
9.2	The UNESCO Memory of the World programme recognises outstanding documentary heritage. <a href="http://www.unesco.org/new/en/communication-and-information/flagship-project-activities/memory-of-the-world/homepage/">http://www.unesco.org/new/en/communication-and-information/flagship-project-activities/memory-of-the-world/homepage/</a> The Roman Baths have been successful in having the 130 Roman curses, thrown into the sacred spring and recovered during archaeological exploration in 1880 and 1979/80, added to the UK national register. Bath agreed to host a southern UK award ceremony for this programme which takes place on 31 October 2014. The guest of honour is UNESCO Deputy Director Mr Getachew Engida. Mr Engida will be in Bath all day on the 31 <sup>st</sup> and will be briefed and shown examples of the Steering Group's work in delivering the management plan.	
9.3	As noted in 4.1 of the minutes from the March meeting, the dossier of information which is a response to UNESCO on points raised with regard to the 2010 management plan and information about proposed building developments has been completed. It was endorsed by full Council cabinet on 10 September and has subsequently been fine-tuned through discussions with English Heritage. It will now be printed and sent to DCMS for submission to UNESCO. It will also be used to brief the UNESCO Deputy Director visiting Bath on 31 <sup>st</sup> October.	
9.4	Great Spas of Europe bid. Considerable progress had been made since the last steering group. The UK Government has formally written to UNESCO confirming that the Great Spas of Europe will be added to the UK tentative list and the 'form 2b' application form has been submitted to UNESCO. The Great Spas project now appears on the UNESCO website: <a href="http://whc.unesco.org/en/tentativelists/state=gb">http://whc.unesco.org/en/tentativelists/state=gb</a> Work will now continue in progressing a full submission, with a programmed submission date of 2017.	
9.5	Research Group. As noted in 8.2 of the March minutes, Dr Marion Harney has arranged for a student to draft a paper which could be used as an application form for potential HLF funding to help produce an index or catalogue of historical research on Bath. The next steps are to be explored, but these are likely to include liaison with those holding research data to see if they would welcome and use a shared index.	
9.6	Heritage Lottery Fund Bids: <ul style="list-style-type: none"> <li>• Bath Abbey has been successful in securing stage 1 funding. Decision announced 26 May 2014, awarding £389,000.</li> <li>• Cleveland Pools have also had stage 1 success. Decision</li> </ul>	

	<p>announced 22 July 2014 awarding £366, 200.</p> <ul style="list-style-type: none"> <li>• Sydney Gardens has been placed on hold. The application was withdrawn on advice from the HLF. There was no shared vision between the 'Friends' group and other stakeholders and it was clear that it may take some time to achieve this consensus.</li> <li>• 'Bathscapes' landscape partnership bid was submitted May 2014, with a decision expected at the end of October (imminently).</li> <li>• Smallcombe Cemetery. A bid for restoration and interpretation works to the closed cemetery is being submitted today (14 Oct). Requesting £48, 000 from the HLF. The Friends Group (as applicants) has demonstrated good community involvement with a very well supported photography competition (attracting 400+ entries) and promising fund raising. Good breadth of funding – including £3k earmarked from the WH Enhancement Fund, £9k from B&amp;NES Property Services for walling repairs. £5k in kind works from the Parks dept. Total of £20k already raised.</li> </ul>	
<b>10</b>	<b>Any Other Business</b>	
10.1	KD announced that the annual Heritage Forum would be held on 6 March 2015 (am) at the BRLSI, Bath.	
10.2	AB asked about the 'child friendly city' initiative. BS said this was something that the Council were currently exploring.	
10.3	CK said she would be away from work for a few months following a medical procedure and Jacqueline Burrows would be the acting Chief Executive.	
<b>11</b>	<b>Date of next meeting</b>	
	Tuesday 24 March 2015. 2pm. Bath venue TBA	