

Bathscape Partnership Board (BPB)

Key notes and actions from meeting held 10a.m Thursday 31st January 2018 at Visit Bath, Bath Street, Bath

Attended by: Andrew Grant (Chair), Mark Minkley (B&NES), Lucy Rogers (AWT), Janice Gardiner (AWT), Caroline Kay (Bath Preservation Trust), Simon Smith (Cotswolds Conservation Board), Ruth Barden (Wessex Water), Dan Merrett (Bathscape), Lucy Bartlett (Bathscape), Sarah Jackson (B&NES), Denice Burton (B&NES), David James (Visit Bath) Marion Harney (Univ of Bath), Dave Dixon (B&NES), Sarah Moss (Curo), Rob Holden (NT), Richard White (Bath Spa Univ)

Apologies: Alison Rasey (Wiltshire Council), Tom Boden (NT), Mark O'Sullivan (FoBRA), Tony Crouch (B&NES), Rennie Dickins (JLAF)

Item		Actions
1.0	Declarations of Interest:	Note to include this item on every agenda
2.0	Actions from previous meeting 13.07.17	
2.1	All actions completed with exception of: 5.4 Retention of staff programme – funding for Community and Access post confirmed from Bath City Forum and Public Health.	SJ/MM to circulate for April meeting
3.0	HLF changes to funding	
3.1	Since last met Partners had agreed letter sent by AG on behalf of the Partnership to HLF Chairman. No response to report.	
3.2	Responses to draft from Partners raised following questions: What kind of voice do we want going forward? Perception of commitment to the Bathscape project – how far we are committed to it? Agreed to discuss at future meeting.	Agenda item for April meeting
3.3	HLF public consultation on future funding. Agreed to circulate HLF consultation link within our organisations and out to our networks and respond individually. Also HLF events being held to discuss. Consider response from Bathscape Partnership depending on format and type of questions. DM to confirm if date for Round 2 submission has changed as different HLF committee to consider.	SJ to email link to partners- LB to include in Bathscape newsletter. All to contact SJ if feel joint response appropriate DM to check
4.0	Bathscape summary update and overview	
4.1	Vision update – further to the Beckford Tower day on 8.12.17 draft vision circulated by DM had been commented on. Kate Measures, Bathscape evaluation	

	<p>consultant had assessed these and reported back to DM.</p> <p>Two versions had subsequently been circulated to partners prior to the meeting. Following further discussion DM to revise and circulate final version for comment Friday only if factually incorrect or felt as partner could not sign up to it.</p>	<p>DM to circulate final version.</p>
4.2	<p>Evaluation and monitoring – Kate Measures looking at project plans as they get signed off to agree outputs and outcomes.</p> <p>Kate will be circulating questionnaire to all partners on evaluation and training needs. Partners are required to complete even if to state not applicable.</p>	<p>All to complete questionnaire</p>
4.3	<p>Bathscape project report had been circulated prior to meeting.</p> <p>DM highlighted <u>key changes</u> listed. Discussed;</p> <p>i) need for volunteer coordinator post funded from existing budget through use of underspend on some of projects.</p> <p>Partners agreed post necessary to ensure delivery of multiple projects.</p> <p>ii) provision of transport to ensure access not a barrier i.e minibus. Also discussed use of trailer/cage for transporting tools etc. DM still looking at options as cannot justify purchase for the project but hire is option or sharing with partner. Suggestions included university and scout vehicles. Also promotion of travel by bus.</p> <p>Branding – use of magnetic panels on hired vehicles</p> <p>Agreed to provide known vehicle costs to DM and providing contact details of those who own and hire out vehicles.</p> <p>DM to provide rational/justification for vehicle spend- possibly budget given to each project that requires transport.</p> <p>iii) combining Landscape on prescription and GP referral projects to develop delivery direct with GPs, both included self-referral, and to fit in with Wellness Service that is evolving through Virgin Care.</p>	<p>All to provide vehicle costs/contacts to DM</p> <p>DM to discuss at Steering Group.</p> <p>All to read and report back to DM if have queries.</p>
4.4	<p>DM asked all partners to read through summary of project plans and to let him know if there are any that are not clear or don't understand.</p>	
4.5	<p>Match funding</p> <p>DM reported submitted bid to network Rail Biodiversity offsetting fund for £80,000 for woodland project and split across Friends of Groups project and</p>	

	<p>others .</p> <p>Still work to be done on pinning down allocation of S106 /CIL funding a proportion of which needs to be spent in Foxhill area.</p> <p>DD mentioned Bath City Forum allocation of CIL funding that will become more flexible.</p>	DM to follow up with DD
5.0	General points regarding Round 2 application	
5.1	<p>DM stated:</p> <ul style="list-style-type: none"> -that quick responses needed to any requests he makes to partners now - will need to identify lead partners for each project that will be overseeing role, keep project on track -needs 100-150 words from each partner by end of Feb - needs help with blocks of text on Statement of Significance, risks and opportunities (climate change), and proof reading 	All to provide by end of Feb
6.0	Bathscape Walking Festival 15th -23rd Sept 2018	
6.1	LB updated on plans for this year's events that is not funded by HLF. Evaluation from last year's event and work with targeted audiences will shape this year's programme and look to create year round walking programme going forward.	
6.2	<p>Somer valley and Julian House to be involved again. Communication contacts in each organisation have been contacted with the dates.</p> <p>Bookings will be via Eventbrite again. Walking festival web site being updated.</p> <p>Development work this year will include first aid and walk leader training.</p>	
7.0	Dates of next meeting(s) – all 10.am – 12 midday	
	<p>Thurs 25th April Bath Spa University – guided walk following meeting</p> <p>Thurs 26th July – Drawing Room Roman Baths</p> <p>Thurs 18th Oct – TBC</p>	All to note
	Meeting ended at 12.00 midday.	