

**Actions and meeting notes from the  
 Redcliffe & Temple BID  
 Advisory Board meeting**  
 25<sup>th</sup> January 2023 , Burges Salmon

Attendees	
<b>Present:</b>	Steve Bluff, Redcliffe & Temple BID Tom Swithinbank, Redcliffe & Temple BID Cllr Ani Stafford-Townsend Amanda French, Clarke Willmott Becky Bicknell, Burges Salmon Chris Swift, Spicer & Cole Charlotte Raynes, DAS Helen Richardson, WSP Imran Ali, Doubletree by Hilton Jason Thorne, Bristol City Council Jon Bower, WBD (Chair) Matt Grimwood, TLT Paul Williams, Avison Young Victoria Matthews, Business West  <b>Guests</b> Sarah Morris-Jones, Landsmith Associates Bex Shreeve, Bristol Green Capital Partnership
<b>Apologies</b>	Cllr Farah Hussain Joy Simmonds, Barclays Phil Hodgson, Arup

Meeting Actions
<p>a) The BIDs refreshed Green Infrastructure Action Plan is available <a href="#">here</a></p> <p>b) The BIDs Local Plan Consultation response is available <a href="#">here</a>:</p> <div style="text-align: right; margin-right: 100px;">             Bristol Local Plan -            FINAL Business Wes         </div> <p>Business West's response also attached</p> <p>c) All: If you wish to respond to the Local Plan Consultation to share your thoughts on issues impacting your business, please email <a href="mailto:blp@bristol.gov.uk">blp@bristol.gov.uk</a>.</p>

- d) Tom: Chase BCC Tree Team regarding opportunities to plant trees in the ground on Redcliffe St and St Thomas St.
- e) Tom: Share BID's draft response to the Temple Quarter Consultation with the board (response due Feb 23)
- f) The BID's Temple Quarter tour is on the 9<sup>th</sup> February, book here.  
Tours also take place every Monday lunchtime with the Temple Quarter team, book here.
- g) Victoria: Approach Temple Quarter Strategic Board re BID's role and presenting at an upcoming meeting.
- h) Steve/Tom: Prepare paper to consider future BID boundary extension to include parts of the TQ development. BID to set up additional Board Meeting to discuss – 2023/4
- i) Steve: BID to support the 'TQ Plot 3' Planning Application, offer support and challenge regarding public realm work.
- j) Bex: Bex will be in touch with the BID's most engaged business to discuss businesses climate journey, please direct Bex to your Sustainability Lead.
- k) Sabrina: Has shared note with Jason regarding advice for businesses to help them prepare for Bristol Light Festival
- l) All: Promote Bristol Light Festival with your team. BLF poster is attached.  
Bristol Light Festival
- m) Steve: Consider ways to analyse spend of Bristol Gift Card – consider why have cards purchased not yet been redeemed?
- n) Steve: Consider ways to support Babbasa's mentoring programme by pooling resources of potential mentors and support from businesses.
- o) All: Ask your Office Manager to invite Steve to your building's next tenant meeting.

## Meeting Notes

	<b>Welcome, introductions and apologies</b>
	1.1 Jon opened the meeting and thanked Burges Salmon for hosting the meeting
	<b>Green Infrastructure Action Plan</b>
	<p>2.1 Sarah from Landsmith Associates has been working for the BID to produce our Green Infrastructure Action Plan; we have worked over this winter to re-fresh this document.</p> <p>2.2 Sarah emphasised the challenges that the BID area will face in coming years due to flood risk and extreme heat as well as the lack of tree canopy.</p> <p>2.3 Sarah shared Sheffield's Grey to Green Project and Mansfield's upcoming Flood Resilience programme which use funding to both reduce flooding and surface water run off as well to improve public realm. Jon thanked Sarah for her work for the BID and for emphasising the scale of the challenge, he stated that he'd welcome more information on retro-fitting green infrastructure to buildings. Ani and Jason emphasised the challenge and cost of getting trees in the ground due to the number of underground services in our streets.</p> <p>2.4 The next steps for the BID are to prioritise our priorities as well as to approach BCC, WECA and Bristol and Wessex Water to seek partnerships and further funding.</p>
	<b>Creating and maintaining quality spaces</b>
	<p>3.1 Tom updated the Board on the BID's response to the Local Plan Review Consultation; the BID's response was limited to relevant sections of the plan and mainly emphasised the need for a more joined up approach to Green Infrastructure. The BID's response is available here. Ani encouraged businesses to email their response to BCC even if it is a short paragraph summarising relevant issues.</p> <p>3.2 Tom updated the Board on the Temple Way Underpass Project. Following successful consultation with stakeholders, the Design Brief will be published in February 2023 and will be shared with BCC. We will arrange a further meeting with Old Market Community Association. Thanks to Ani who clarified the Area Committee's position, confirming that the funding is ringfenced for this project, inviting us to continue to progress the proposal.</p> <p>3.3 The <a href="#">Temple Quarter Draft Framework Consultation</a> is now open, this includes four surveys on key areas; Guiding Principles, Temple Meads, Temple Gate, St Phillips Marsh. The BID will circulate our</p>

	<p>response; this will emphasise the need for high quality public realm and adoption of the transport hierarchy.</p> <p>3.4 The BID and Board will consider the extension of the boundary into key parts of Temple Quarter for our next term (ballot September 2025). Decision – end of 2023.</p> <p>3.5 The BID will support the ‘Plot 3’ planning application for Temple Quay, hotel, apart-hotel, 100 flats - this will be a big change for Temple Quay but is a welcome addition to the area.</p>
<p><b>Improving sustainability and the environment</b></p>	
	<p>4.1 Our partnership with Bristol Green Capital Partnership and their Community Action Plan launched on 1<sup>st</sup> January.</p> <p>Bex Shreeve is now in post as Engagement Officer for The Climate Action Programme and will be reaching out to Redcliffe &amp; Temple BID Levy Payers over the coming weeks to build a clear picture of climate action in the area and understand and what support would be most effective.</p> <p>Bex is keen to meet with all the businesses represented on the Advisory Board, please could you help set up a meeting with Bex for either yourself or your sustainability lead (<a href="mailto:Bex@Bristolgreencapital.org">Bex@Bristolgreencapital.org</a>).</p>
<p><b>Creating and promoting a vibrant place</b></p>	
	<p>5.1 Bristol Light Festival takes place from the Friday 3<sup>rd</sup> February – Sunday 12<sup>th</sup> February. Attractions will be lit from 5pm -10pm – we hope office staff will enjoy the festival after work in addition to visitors coming into the city. Last year’s four-day festival attracted 170,000 visitors so we anticipate we will increase on this figure having extended it across 10 days. The three installations in the BID area are located at: Castle Bridge (Finzels), Temple Church, St Mary Redcliffe Church. <a href="#">Map - Bristol Light Festival</a></p> <p>R&amp;T BID have invested £90k in this event, one of our biggest outlays of the year.</p> <p>5.2 The BIDs are hosting the <a href="#">BID Foundation Leadership Network Event</a> on the 8<sup>th</sup> February. This will see a number of speakers present on projects and challenges in the BID world as well as offering us an opportunity to gain insights from different BIDs around the country. A tour of Bristol Light Festival will follow.</p> <p>5.3 Sales of the Love Bristol Gift Card continue to grow with £21k having been purchased since June. Amanda asked if there was more we could do to promote spend following purchase of the card.</p> <p>5.4 Podcast listeners currently total 70+, we were hoping for 200 and to extend the reach of the BID. We won’t be pursuing another podcast at present but may look for other opportunities to feature on existing podcasts and other PR.</p>

	<b>Connecting and representing businesses</b>
	<p>6.1 Access to our new online learning platform, <a href="#">Seedl</a>, has now been launched and will give all levy payers access to online training courses. Members of the Board agreed that given the low cost to the BID (as a pilot) that it was a good investment, the Board asked for an update at the next meeting regarding the quantity of users and the types of courses that were being undertaken.</p> <p>6.2 Our Movement Insights data continues to be a valuable tool for the BIDs and strengthens our relationship with BCC. A couple of national brands have asked for our data to help decision making processes. Our data is currently showing Friday is as busy as Tues, Wed, Thurs and highlights the appeal of our night-time economy.</p> <p>6.3 Our cost saving project, PSP, has had a number of early success stories and we are working with them to highlight these savings and engage more businesses.</p> <p>6.4 Steve asked the Board for their thoughts on our proposed 'BID Sports Day', this event has been a popular feature for <a href="#">Colmore BID</a>. The Board felt it would be a good way to engage the wider office teams and that a charitable element, e.g. entry fee to TAP for Bristol could be considered.</p>
	<b>Finances</b>
	<p>Levy Collection</p> <ul style="list-style-type: none"> <li>• Levy collection rate for BID year 1 at 93%, BID year 2 is at 87% and Bid year 3 at 54%</li> <li>• Year 3 is behind year 2 (60%) at the same stage so discussions are ongoing with Bristol City Council collections team to improve rates.</li> <li>• Court processes are beginning for levy non-payment in some cases.</li> </ul> <p>BID Budget</p> <p>The BID budget was shared on screen and is on track with forecasted spend on the of the business plan and is forecasting a carry forward of circa £20K into BID year 4.</p> <p>The 2 risks are levy non collection vs the 90% forecasted and a slight overspend on cleansing van electrification and new branding.</p>
	<b>AOB</b>
	<b>2023 Advisory Board Meeting Dates</b>

	Wednesdays at 10am - 11.30 am: venues to be confirmed.
	26 <sup>th</sup> April
	12 <sup>th</sup> July
	11 <sup>th</sup> October