

Bath & North East Somerset Council

Strategic River Group

Wednesday 17th June 2015

Aix en Provence Room, Guildhall, Bath

DRAFT Minutes

Chair: Cllr Martin Veal (B&NES)

Present: John Wilkinson (B&NES), Lisa Bartlett (B&NES), Tim Hewitt (B&NES), Cathryn Humphries (B&NES), Mark Minkley (B&NES), Simon Martin (B&NES), Craig Jackson (B&NES), Dan Green (Wessex Water), Zoe Hancock (Wessex Water/B&NES), David Crowson (EA), Richard Rutter (CRT), Aiden Johnson-Hugill (CRT), Dave Laming (RRT)

		Action
1.	<p>Apologies Louise Fradd (B&NES), Jim Collings (B&NES), Alison Howell (Natural England), Mark Evans (CRT)</p>	
2.	<p>Minutes and outstanding actions from previous meeting</p> <ul style="list-style-type: none"> • Develop a mind map of all relevant strategies/plans and research a knowledge hub- this will be captured in the Water Space Study work • CRT work with B&NES to determine an interim and longer term solution for the navigational management from Pulteney Weir to Widcombe Lock- ongoing will be addressed during Water Space Study • Develop a summary table of previous river related funding- clarify what has been spent and where- ongoing 	<p style="text-align: center;">ZH</p> <p style="text-align: center;">ZH/RR</p> <p style="text-align: center;">ZH</p>
3.	<p>Questions- Update Papers River Safety Group Update Paper- provided by Cathryn Humphries (Chair of River Safety Group) RR- What is happening about safety railings at the Pulteney mooring? Will the river still be accessible? CH-The Railings are being erected on the higher edge of the riverside path to provide adequate safety measures for pedestrians using this stretch of the river (A recommendation from previous EA Safety Report). The railings are an interim measure and can be relocated to another site once a long term solution has been found for this site. The railings will have access gates along the fence at all of the steps leading down to the river to enable boaters/river users to access the river path from the river.</p> <p>ACTION- Circulate plans/proposals for this site to the SRG and provide a start/end date to the work. The Council (Senior Management Team) most recent position is to close the mooring at Pulteney for the interim period until the many issues affecting this site are resolved, including safety measures for pedestrian using this area.</p> <p>ACTION- MV requested that the legalities/management for mooring at the Pulteney site were further investigated to understand if the moorings could be opened in the short term.</p> <p>Environmental Sustainability Partnership- River & Energy Working Group update- provided by Cathy Hough (Corporate Sustainability Officer)</p>	<p style="text-align: center;">SM</p> <p style="text-align: center;">JW/ZH</p>

	<p>RR- Previous experience, any energy related projects along the river need to have adequate evidence base. For example, fish passes will be an EA requirement and can be very costly, need to ensure all requirements are considered in the scoping stages. SM- confirms that currents hydro power scheme has considered other factors such as fish passes, currently working on clarifying project costs and need to do a site investigation to further evaluate options at Twerton.</p> <p>ACTION- MV to raise Twerton Energy Proposal with the Energy Chairman to see if this work can be progressed sooner</p> <p>No other questions were raised with relation to the other update papers that were circulated.</p>	MV												
4	<p>Water Space Study</p> <p>ZH provided an update via PowerPoint presentation, key points include:</p> <ul style="list-style-type: none"> • High level draft project brief developed and shared with partners • B&NES, EA and CRT are all in support of the Project and have offered financial contributions towards the study • Currently developing a specific project brief- identify objectives, interventions and outcomes for the study <ul style="list-style-type: none"> • Enable us to define specific financial contributions from each organisation over the coming weeks • Setting up a Project Steering Group (multi-agency) <p>Projected Timescales</p> <table border="1" data-bbox="268 981 1291 1503"> <thead> <tr> <th style="background-color: #4F81BD; color: white;">Stage</th> <th style="background-color: #4F81BD; color: white;">Purpose</th> <th style="background-color: #4F81BD; color: white;">Proposed Timescale</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Part 1</td> <td>Commission and collect required data and evidence (River users/boaters/environmental information, etc)</td> <td style="text-align: center;">October 2015- March 2016 (6 months)</td> </tr> <tr> <td style="text-align: center;">Part 2</td> <td>Consultation and review of potential actions- prioritisation of projects with key project partners and wider stakeholders</td> <td style="text-align: center;">April 2016- September 2016</td> </tr> <tr> <td style="text-align: center;">Part 3</td> <td>Development of Action Plan (included costed projects) and detailed maps to inform future delivery</td> <td style="text-align: center;">October 2016- March 2017</td> </tr> </tbody> </table> <p>Part 1- Collection of required evidence base</p> <ul style="list-style-type: none"> • B&NES working with CRT to develop a specific Project Brief for Part 1 • CRT keen to work closely with B&NES to develop framework guidance that can be used nationally • Crucial stage of the Water Space Study- need to understand needs/requirements for river/boat users in B&NES- so the study can develop projects/development that will support economic growth, environment and communities <p>Water Space Study- Projected Budget costs</p> <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 400px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 600px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 500px; height: 15px; margin-bottom: 5px;"></div>	Stage	Purpose	Proposed Timescale	Part 1	Commission and collect required data and evidence (River users/boaters/environmental information, etc)	October 2015- March 2016 (6 months)	Part 2	Consultation and review of potential actions- prioritisation of projects with key project partners and wider stakeholders	April 2016- September 2016	Part 3	Development of Action Plan (included costed projects) and detailed maps to inform future delivery	October 2016- March 2017	
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	ACTION- DL to share Broadmead Peninsula report with Wessex Water	DL
5	<p>River Corridor Fund <u>What type of projects will the River Corridor Fund support?</u> Potential projects will need to demonstrate that they: Support and deliver outcomes identified via the Water Space Study</p> <ul style="list-style-type: none"> - Safe, Active & Healthy Community use of the River Corridor - Environmental River Improvements - Sustainable Economic Growth and Development <p>Proposed projects will align with the following criteria:</p> <ul style="list-style-type: none"> • Confirm that work can be completed within the financial year that it has been assigned • Demonstrate that the project can provide match funding (in kind contributions also supported) • Clearly identify benefits that will be delivered via the project to the river corridor • Work in partnership to deliver outcomes of the project • Demonstrate that capital funding invested during 2015/16 has been invested in a long term project that has a viable business plan for the on-going maintenance/work to maintain the project delivery • Support projects that deliver direct benefits identified in the Water Space Study. • Support a diversity of projects that deliver a wide range of benefits. • Where feasible, the fund should be allocated to projects across the whole of the river corridor through Bath & NE Somerset. • Ensure the project is aligned with existing delivery and provides multiple benefits • All projects are communicated through SRG/partnership <p>RR- in support of clarifying funding criteria, need to consider developing a Business Plan Template that external stakeholders can submit to access River Corridor Fund in the future (similar system to the Kings X development fund that has been established to fund canal improvements in London)</p> <p>JW- The Council can look into setting up a Grant Programme (public grants for B&NES contributions to the River Corridor Fund)</p> <p>DC- If set up an established, transparent system can link up more effectively to LEP (SIF) funds, etc. Will be an important part of securing private finance to deliver the projects identified via the Water Space Study</p> <p>All agreed that the SRG should be an advisory group to the Council with regards to defining what/where the River Corridor Fund is distributed.</p> <p>ACTION- Finalise criteria and build into a Business Plan template and circulate to SRG for final comments</p> <p>ACTION- Explore setting up Grant Programme at the Council- help with administering River Corridor Fund</p> <p>River Corridor Fund 2015/16 update <u>Summary</u> ██ ██ ██ ██ <u>Proposed projects:</u> ██</p>	<p>ZH</p> <p>TH</p>

	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>MV- Do we have any feedback from communities about the projects that have been delivered via the River Corridor Fund? Need to capture the costs and improve communications with public- what do the public feel about the work that has been delivered to date? This needs to be built in to the Communications Plan for the Water Space Study</p> <p>SM- Regarding the Boathouse Project, recent surveys have estimated that need another £50k to make the building structurally sound, this has been assigned via the River Corridor Fund. A meeting following this one will clarify how to use this building in a positive manner for the partnership. CRT recently become interested in working with RRT to progress this project.</p> <p>ACTION- Produce some before and after case studies- help with messaging and engagement</p> <p>ACTION- Produce a summary document, outlining what the river corridor fund has delivered</p> <p>ACTION- keep Communications as a standing item at this meeting</p> <p>ACTION- Explore if we can secure corporate sponsorship for life saving cabinets</p> <p>ACTION- Circulate a draft programme/business plan for scheduled works, costs, timescales for the Boathouse Project</p> <p>Pulteney & Twerton Radial Gate (Appraisal Study) Update</p> <p>All solutions are looking at need to provide flood benefit for Bath.</p> <p>EA have moved back to assessing flood risk on a catchment scale and have completed a whole catchment study which is being used to inform this work. The conclusions of this study will feed back in to the EA's 6 year strategic plan and provide a hook to attract other funding.</p> <p>Previously undertaken 2 consultations with stakeholders, both been very well attended.</p> <p>This is a scoping exercise and the start of this process; no actual solutions have been confirmed.</p> <p>Recent EA study has shown that siltation will not be a significant problem if Pulteney Weir removed, shows that the weir was designed well and is still working</p> <p>Need to consider the potential costs and benefits, more benefit cost by linking both gates in the same project</p> <p>All options being considered are looking at energy/hydro energy solutions.</p> <p>In the short term, due to cost benefits not looking at lock gates as a solution, however all options will be adaptable in the future if lock gates are considered at a later date.</p> <p>RR- good architects will be key to the success of this work, need to think about what these two areas will look like in the future, Bath should be thinking in an aspirational way, people need to build in to the wider vision</p> <p>MV- Need to have a joined up communications plan for dealing with various pressure groups</p> <p>ACTION- Circulate updates regarding the appraisal study to the SRG</p>	<p>ZH</p> <p>ZH</p> <p>All</p> <p>CH</p> <p>DL/RR</p> <p>SM</p>
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<p>6</p>	<p>Communications Plan The Council have developed a more coordinated approach to aligning various communication work/projects along the river corridor. All departments are involved and contributing. Current projects being aligned include:</p> <p>Development Projects e.g. Bath Quays Waterside</p> <p>River Safety Work/Projects e.g. Pulteney railings (pedestrian safety)</p> <p>Sustainable Transport Projects e.g. Green Park- path widening and installation of new railings</p> <p>A communications timeline (spreadsheet) is being developed to :</p> <ul style="list-style-type: none"> • Identify projects • Confirm Communications actions • Identify who is responsible for the communications • Align and coordinate with other communication work <p>ACTION- Keen for other partners to be able to share/add to this timeline</p> <p>ACTION- set up a web page on council website for SRG, update on meetings (add draft Agenda/Minutes/Leave a comment), etc to the webpage</p>	<p>TH</p> <p>ZH</p>
<p>7</p>	<p>Governance A draft Terms of Reference was presented to the group, all SRG to provide final comments. All members agreed that it would important for the success and confidence of the SRG for this to remain a closed meeting. All draft agenda/minutes would be shared on the new web page being set up. Provide another means for wider stakeholders to be kept updated on progress of the SRG.</p> <p>ACTION-Circulate an electronic copy of the ToR for final comments from SRG</p>	<p>ZH</p>
<p>8</p>	<p>A.O.B No items raised</p> <p>Date of next meeting Wednesday 16th September 2015</p>	

Summary Table of Actions:

Agenda Item	Lead	Action Detail
3	SM	Circulate Plans/Proposals for Pulteney Railings Project
3	JW	Further investigate the legalities/management of moorings at Pulteney
3	MV	Raise the Twerton Hydro Project Plans with the Energy Chairman to see if this work can be progressed sooner
4	ZH	Build in a review process after Part 1 and 2 have been finished, make sure key findings are fed back into Placemaking Plan and inform decision making about specific sites
4	ZH	Need to ensure Communications Plan for Water Space Study is reviewed and built in from the very beginning of the project. Consider if an intern can be assigned to deliver this piece of work?
4	CH/SM	Build in/add name to a lasting legacy for Samuel Amin and other victims of the river to projects that emerge from this work
4	ZH	Set up a meeting with Wessex Water to discuss outcomes of Water Space Study in more detail and financial contributions
4	ZH	Set up a meeting with CRT to discuss outcomes of Water Space Study in more detail and financial contributions
4	DL	Share Broadmead Peninsula report with Wessex Water
5	ZH	Finalise criteria for River Corridor Fund and build into a Business Plan template and circulate to SRG for final comments
5	TH	Set up Grant Programme at the Council- help with administering River Corridor Fund
5	TH	Produce some before and after case studies- help with messaging and engagement
5	TH	Produce a summary document, outlining what the river corridor fund have delivered
5	ZH	Keep Communications as a standing item at this meeting
5	CH	Can we secure corporate sponsorship for life saving cabinets
5	RR/DL	Circulate a draft programme/business plan for scheduled works, costs, timescales for the Boathouse Project
5	SM	Circulate updates regarding the appraisal study to the SRG
6	ZH	Invite other partners to be able to share/add to the new Communications timeline/spreadsheet
6	ZH	Set up a web page on council website for SRG, update on meetings (add draft Agenda/Minutes/Leave a comment), etc to the webpage
7	ZH	Circulate an electronic copy of the ToR for final comments from SRG