

Actions and meeting notes from the Redcliffe & Temple BID Advisory Board meeting

16th October 2024, Arup offices, EQ Building

	Attendees
Present:	Amy Simpson, Burges Salmon Charlotte Raynes, DAS Jamie Burman, Bristol City Council Jeremy Harrison, Burges Salmon (Guest) Jon Bower, WBD: Chair Phil Hodgson, Arup Vicky Lorych, Avison Young Louisa Briggs, Redcliffe & Temple BID Steve Bluff, Redcliffe & Temple BID Tom Swithinbank, Redcliffe & Temple BID
Apologies	Ahad Vahabzadeh, Hilton DoubleTree Hotel Amanda French, Clarke Willmott Chris Fawcett, WSP Cllr. Ani Stafford-Townsend James Cooper, Veenoo Kathryn Davis, Visit West Matt Grimwood, TLT Victoria Matthews, Business West

Meeting Actions
1 Advisory Board to let Steve know if they would like to join the Bristol BID working Group, first meeting on 22 September. All 2 The consultation document will be launched on November 4 and will be shared with the Advisory Board in advance. Steve 3 Please share consultation news in early November via LinkedIn etc if used All 4 Neighbourly - continue with year 2. Query Financial impact data with Neighbourly to understand how this is measured, some support might be more financially valuable than others. Louisa 5 Student Engagement – ensure project provides routes into businesses to connect to educators and students by sector/discipline as there is gaps in sharing opportunities. Louisa 6 Share newsletters with wider team, we have lots of events in the next 3 months, including the Annual Review – 14th November @ 8.30am, gardening events, a carol concert and consultation events. Book events here: Events - Redcliffe & Temple BID (redcliffeandtemplebid.co.uk) All

Meeting Notes	
1	Welcome, introductions and apologies Bristol BID consultation
	1.1 Steve welcomed the attendees and read out the apologies. 1.2 There were no outstanding actions from the July meeting. 1.3 No conflicts of interest were declared. 1.4 The Bristol BID consultation was discussed with the group. 1.5 The notes and agreements from the joint Advisory Board meeting on 12 September were discussed by all with clarification given on the ballot timetable, proposed BID rules and an offer to join the working group meeting to review the consultation document on 22 September. 1.6 Formal consultation period starts November 4 2024. 1.7 ~1000 businesses will be sent the document; we will seek further support from partners to get email/postal contact details. 1.8 A draft Bristol BID Business Plan will need to be issued to BCC in Mid-January 1.9 The three Advisory Boards will need to sign off critical documents including Baseline Agreement, Operating Agreement and final Business Plan in March 2025 1.10 The consultation document will include a short survey for businesses to complete to feedback on the proposals and to request a meeting or further information.
2	Creating & Maintaining a Quality Space
	2.1 Louisa updated the group on the cleansing service and the hard work of the team . The BID have been holding conversations with BCC and BWC about supporting the general improvements to the city centre cleansing standards. With the proposed expansion of the new Bristol BID we are committed to delivering a value for money cleansing service and BWC will support us with this. 2.2 Steve updated the group on the Winter Lights programme and the latest addition of lights in Temple Quay. Vicky Lorych will update Steve if help needed on connection. 2.3 Tom updated on proposed improvements to green spaces around Redcliffe Roundabout, including the green space on Freshford Lane, with the BID having commissioned Ridge to do some images of potential improvements to the space. We are working with BCC with the aim of tying in with wider transport changes. Phil commented that further work is needed to demonstrate the BID's role as an initiator of these projects and help make further progress.

3	Improving Sustainability & the Environment
	3.1 Tom noted the continued success of the Climate Action Programme, with the next event on Tuesday 22nd on Senior Leadership Engagement. We are considering our plans for 2025 with a new Service Level Agreement. 3.2 Our Cargo Bikes project continues to prove a challenge to engage businesses with only 3 switches delivered to date vs. target of 15. We will continue to engage businesses to promote the benefits.
4	Creating and Promoting a Vibrant Place
	4.1 Steve updated the group on the positive PR and attendance results for Harbour Festival 2024 ,we have committed to supporting this for four years and the plans for 2025 are underway. In response to Q Steve confirmed that further work would be done to engage food and beverage retailers. 4.2 Steve updated the group on the Elf on the Shelf 2024 plans and this year the project will be shared with the City Centre BID and a colab with Liverpool BID. Further updates will be by email/newsletter. 4.3 Steve updated the group on the 2025 Bristol Light Festival which runs from January 31 to February 9. A press release will be issued over the coming weeks to announce the first three confirmed art pieces.
5	Connecting and Representing Businesses
	5.1 Louisa updated the group on the Student Engagement project where a working group has been successful in identifying the barriers to both educators and businesses when recruiting into early careers. A project is to be developed offering a range of events tailored to students/businesses/educators to support the recruitment process. Communication between all the groups needs to be improved. 5.2 Steve updated the group on the BID £3K sponsorship of Tech Festival held 7-11 Oct. An important and growing sector in the city with opportunities for more business development and innovation. The festival was deemed a success with a record attendance and strong BID PR opportunities. 5.3 Steve invited the group to share the event and register for the BID Annual Review on November 14 at Novotel from 8.30am. 5.4 Tom updated on the latest transport consultation responses, with a response submitted for the latest proposed changes for the city centre. Bristol City Centre Transport Changes - WEST (travelwest.info) Bristol City Council are adopting a new approach with much earlier engagement with the BID which is much appreciated.
6	Building a Safe and Caring Community
	6.1 Neighbourly – Louisa outlined the data from the platform over its first year of use. The Board agreed it should be continued into a second year with a KPI set to increase the number of businesses engaged to 70.

7	Finances
	7.1 Steve reported that BID budget spend by theme was on track vs the levy income received and that collections across all BID years by BCC were very high approaching 100% with minimal write offs. 7.2 Steve informed the group that the BID Year 5 bills had been posted out along with the billing leaflet with payment due November 1.
8	AOB
	8.1 Steve updated the group on the opportunity to join the city wide Bristol Financial Resilience Action Group lunch and learn event on 7 November at Armada House in conjunction with Hargreaves Lansdown.
Next Meeting	Wednesday 22 January 10am @ Runway East