

## Actions and meeting notes from the Bristol BID Advisory Board meeting

29 January 2026 – Bristol Marriott Royal Hotel

Attendees	
<b>Present:</b>	<p>Charlotte Raynes-Wood, ARAG UK (Chair)            Anesa Kritah, Bristol City Council            Ben Phillips, Bristol Hippodrome            Danielle Kirk, Lambert Smith Hampton            Frances Macadam, University Hospitals Bristol &amp; Weston            James Laverick, Bristol Marriott Royal Hotel            Jenny Ablett, Business West            Kathryn Davis, Visit West            Laura Reynolds, JLL/Cabot Circus            Matt Birch, University of Bristol            Matt Grimwood, TLT LLP            Natasha Ruhomutally, Harvey Nichols            Cllr. Sibusiso Tshabalala, Bristol City Council            Trish Brown, St George's</p> <p>Steve Bluff, Bristol BID            Anna Farthing, Bristol BID            Vivienne Kennedy, Bristol BID</p>
<b>Apologies</b>	<p>Alex Hearn, Bristol City Council            Ben Fisher, XPS            Kate Ward, Spike Island            Simon Gorton, Boots</p>

### Meeting Actions

- Quarterly updates on actual and forecast spend for the year - **SB**
- Quarterly updates on levy billing and collection - **SB**
- The BID leadership team to prepare statements to submit to the Council policy committee meetings to influence decisions including on the city welcome, cleansing and culture - **SB VK AF**
- Quarterly performance report to be reviewed and improved (style and accuracy) - **AF**

- Work with BCC to reduce number of summonses being issued - **SB**
- Produce asset packs for Bristol Light Festival and Broadmead project - **AF**
- Bristol Light Festival – post event review - **AF VL**
- Businesses to be updated on volunteering opportunities, especially those for groups - **VK** (Louisa Briggs)
- Update the Board on next steps with “our common ground artwork” on the centre promenade: **AF**

<b>Meeting Notes</b>	
<b>1</b>	<b>Welcome, introductions and apologies</b>
	<p>1.1 Charlotte welcomed the attendees and read out the apologies.</p> <p>1.2 No conflicts of interest were declared.</p>
<b>2</b>	<b>Q4 Performance Report</b>
	<p>2.1 All Advisory Board members received the Q4 report in advance of the meeting. It only covered two months, due to the commencement date of the new Bristol BID.</p> <p>2.2 Steve spoke about highlights of the report from across the BID’s four themes.</p> <p>2.3 Frances commented that it didn’t seem quite as crisp and clear as previous BID performance reports (BCC BID) and that there were some typos. Steve and Anna will review and update.</p> <p>2.4 Matt B asked if the next report could include links to further information when appropriate, such as project pages on the BID website.</p>
<b>3</b>	<b>Financial Update</b>
	<p>3.1 Steve said we are waiting for collection updates from BCC.</p> <p>3.2 Anesa assured that we will receive this information by 6 February.</p> <p>3.3 Steve talked about some changes to our budget forecasts. The total levy billed for 2025/26 is c£60k less than anticipated and expenditure for projects within Safe &amp; Supported Communities requires £46k additional funding, which can be covered by a reallocation from Clean &amp; Welcoming, Experiences &amp; Promotions, and management and overheads (due to remaining in our current office rather than moving to a larger one – BID team hot desk).</p> <p>3.4 He also updated on the one-off system set up costs of £7,800 from BCC.</p> <p>3.5 The BID operating agreement requires the BID to be updated on businesses being sent reminders at the November reporting levy collection report stage. This is not yet happening, and 287 summonses have been sent out (for £619k). There is a monitoring group to look at billing and collection, due to meet soon for the first time, and they will look at this issue.</p> <p>3.6 Anesa reminded the group that the council is responsible for billing and collection (including enforcement) and any enquiries about bills should be directed to them.</p>

	<p>3.7 Matt Grimwood asked if the BID could use a soft touch approach before summonses are sent. This will be discussed at the monitoring group meeting.</p> <p>3.8 Ben Phillips mentioned that some big organisations operate purchase order processes, which can result in BID levy bills going round in circles before finally being paid. Laura Reynolds and Natasha Ruhomutally agreed this can be an issue.</p> <p>3.9 Charlotte Raynes-Wood asked how the BID can support its projects if levy income is late coming in, causing cash flow problems. Steve explained how we work on monthly forecasts, knowing that the income will always be spread across the year, and Kathryn mentioned that as we are part of Visit West, although BID accounts are mentioned separately, adjustments can be made if necessary.</p> <p>3.10 We are still adjusting to new ways of working and need to collaborate with the council to reduce the number of summonses.</p>
4	<p><b>Bristol Light Festival</b></p>
	<p>4.1 Anna delivered an update on Bristol Light Festival, 19-28 February, showing the group a map where activities will take place.</p> <p>4.2 The festival has three areas of focus: the <b>artworks</b> including 10 major installations curated by Katherine Jewkes (the group was shown photos); <b>BLF Plus</b>, a partnership programme – working with, for example, John Sebastian Light Ship, The Mauretania, Clifton Suspension Bridge; <b>BLF events</b>, a ticketed programme for all generations and opportunities for businesses to get involved, and make money, as well as through F&amp;B.</p> <p>4.3 New for 2026 – expanded footprint covering full BID area, encouraging multiple visits over 10 days; official charity partner – St Peter’s Hospice – who will host a Moments of Light event at The Beacon; Lighting Futures careers event in Weston Studio at The Beacon; something very special at Clifton Suspension Bridge during first weekend (top secret for now!)</p> <p>4.4 Advisory Board will be invited to launch event, along with influencers, which will include a bus tour of the festival sites.</p> <p>4.5 The festival will finish on the Saturday night with a finale event featuring Bristol Samba (who are celebrating their 40<sup>th</sup> anniversary). Continuing until Sunday would have had financial implications and it was felt footfall would be low.</p> <p>4.6 Trish Brown asked if there will be food &amp; drink at Redcliffe Caves – Anna said no, but queues will be engaged with by St Peter’s Hospice and that Buoy Events will be doing food and drink on the Centre Promenade.</p> <p>4.7 Natasha Ruhomutally asked how business offers can be promoted – they are doing a special themed cocktail menu and family activities – Anna said to send her the information, which can be shared on social media.</p> <p>4.8 There is no app for the festival, but the website is mobile friendly and QR codes are used extensively.</p> <p>4.7 Danielle Kirk said she was disappointed that Assembly wasn’t chosen to host an artwork and would be interested in any opportunities to do so.</p> <p>4.8 James Laverick asked for an asset pack for businesses, who could help promote the festival.</p>

	<p>4.9 There will be a post event review to look at how Bristol Light Festival moves forward. The EOI process will be included in this.</p>
<b>5</b>	<b>Safe &amp; Supported Communities</b>
	<p>5.1 Vivienne spoke about the new Safe &amp; Supported Communities working group that has been set up to look at the safe space project. It met for the first time on 22 January and will now meet monthly, aiming to have the project up and running by Freshers Week in September.</p> <p>5.2 She mentioned the success of the new night ranger scheme, running since November. It is being funded for 17 weeks by Avon &amp; Somerset Police's Hyper Local Knife Crime Hotspots fund, and we hope the funding will be renewed after March.</p> <p>5.3 The retail support and night ranger schemes are currently being reviewed, and a proposal will be put to the advisory board at the May meeting.</p> <p>5.4 Budgets are £137K per annum for retail security rangers and £40 for night rangers, the latter covered by external funding (as 3.2)</p>
<b>6</b>	<b>Clean &amp; Welcoming</b>
	<p>6.1 Vivienne spoke about the street cleansing and graffiti removal service, operated by Bristol Waste on behalf of the BID. We have been negotiating a new contract, which will run from 1 May 2026 until 31 October 2030. It was emphasised that this work does not replace anything the council does, it goes above and beyond that.</p> <p>6.2 Currently we have three vehicles and five operatives at a cost of £330k per annum.</p> <p>6.3 We will increase to four vehicles and six operatives at a cost of £413k per annum.</p> <p>6.4 This year's expenditure will be £371k if the new vehicle and operative are in place by 1 May.</p> <p>6.5 There will be an annual increase in line with CPI inflation, capped at 5%</p>
<b>7</b>	<b>Sustainable &amp; Green</b>
	<p>7.1 Very positive meeting held on 15 January; notes will be circulated to the Board. Lots of engagement from the group.</p> <p>7.2 Green Infrastructure Action Plan was discussed as the main action, agreed to commission consultant and run a design competition.</p> <p>7.3 Group agreed to help the BID with Consultation Responses. Eg BTQ, major developments.</p>
<b>8</b>	<b>Experiences &amp; Promotions</b>
	<p>8.1 Various working groups are being considered including one to look at curating the city and one to focus on Christmas. Currently the E&amp;P focus is mainly on BLF.</p>

	<p><b>8.2 Broadmead 2026 project</b> – show Broadmead some love. Rationale - to mitigate the further decline of the area while awaiting development and provide an opportunity for new BID team collaboration. Output - cleansing, animation, public programming and new relationships across the city. Outcome - sense of ownership, civic pride, community engagement, new BID team sense of unity and success.</p> <p><b>8.3 Programme:</b>          March: The Big Broadmead Spring Clean (with BCC &amp; Bristol Waste plus business and community volunteers). Cleaning and maintenance of shop fronts, street furniture and paving.          April: Care and Repair Festival (with Sparks &amp; Wesley New Rooms) Easter intergenerational skills shares – reparium, stich it don't ditch it, men's sheds. 'Cleanliness is next to Godliness'          May: Public Art, Street Art, Hammerson commission. Broadmead Baptist Church new cross and canopy, Compass Presents youth arts finale          June: Festival of Nature, planting, pollinators, tree pits, International Make Music Day          August: Old City Sounds extension          September: Opening of Temple Quarter etc</p> <p><b>8.4</b> Natasha Ruhomutally mentioned that Harvey Nichols is hosting an art event at the end of June and will send details.</p>
<b>9</b>	<b>Community Improvement District</b>
	<p><b>9.1</b> Cllr Sibusiso Tshabalala introduced the concept of a Community Improvement District (the equivalent of a neighbourhood plan for areas with a business community as well as, or instead of, residents). They are a useful mechanism for engaging with communities to ensure effective use of Community Infrastructure Levy funding.</p> <p><b>9.2</b> Further information here: <a href="#">A community-led partner for place-based regeneration</a>.</p>
<b>10</b>	<b>Any Other Business</b>
	<p><b>10.1</b> Anna spoke about Bristol's plans to submit an expression of interest to become the UK City of Culture in 2029, explaining the benefits a successful application would bring to the city. BCC, as the accountable body, will submit the EOI by 8 February with a decision on whether we can submit a bid expected by late March. If we progress to the next stage, the whole city will need to get behind it, as competition will be fierce.</p> <p><b>10.2</b> Kathryn Davis spoke about the recently announced national consultation, in England, seeking industry views on the introduction of a visitor charge. Lots to consider, including the need for a registration scheme for short term lets, the fee being a fixed amount not a percentage, whether it will deter tourism (other countries use it to limit visitor numbers and also don't charge VAT at the rate we do). The process should not be rushed for political ends and there should be</p>

	<p>local consultation as well as national. Visit West is working closely with our regional mayor Helen Godwin.</p> <p>10.3 Trish Brown commented that some visitors could end up being asked to pay several different charges, depending on what they intend to do during their visit as other levies are currently being considered or introduced.</p> <p>10.4 Workplace Parking Levy – BCC have had 77 responses to their survey; the target is 100. This could affect businesses with more than six staff parking spaces. The survey closed on 31 January, so the link was sent before these notes.</p> <p>10.5 Charlotte Raynes-Wood, Danielle Kirk and Laura Reynolds asked for any volunteering opportunities to be sent out, especially for groups.</p> <p>10.6 Danielle Kirk asked for an update on the Central Promenade artwork, which Bristol City Centre BID helped fund. Anna said we are all very aware it's a terrible outcome, there was a meeting yesterday with local authority and experts, and we are waiting to hear next steps. The BID has no responsibility for the artwork, or its maintenance, and wasn't consulted sufficiently.</p> <p>10.7 With the above in mind, James Laverick asked what plans there are for the artworks planned for Broadmead not to meet the same issues. Anna reassured him we will be working with people who specialise in street art and understand how to make things that are less likely to be destroyed. Many art proposals are not paint based – mosaic, planting, etc. We are also trying to identify who has responsibility and control of Broadmead's areas of public highway.</p>
<b>11</b>	<b>BID Advocacy and Representation</b>
	<p>11.1 Anna submitted <a href="#">a statement to BCC's Finance Sub-Committee</a> on 10/11 December opposing cuts to cultural investment.</p> <p>11.2 Vivienne submitted <a href="#">a statement to BCC's Environment and Sustainability Policy Committee</a> on 18 December in favour of the renewal of Bristol Waste Company's contract. Saying the BID would welcome the opportunity to work with BCC and BWC to review and fine tune the street cleansing shift patterns.</p>
<b>Next Meeting</b>	Thursday 14 May, 12 -12pm, venue tbc