



Advisory Board Minutes  
Tuesday 31<sup>st</sup> October 2023 – 10:30 – 12:00pm

**Venue:** Runway East, 1 Victoria Street, BS1 6AA

**Attendees:** Vicky Lee, Tom Swithinbank – Bristol City Centre BID  
Victoria Matthews – Business West (Chair)  
Anna Naylor – The Folk House, Danielle Kirk – LSH, David Foley – DJ Foley Ltd, Jamie Burman - BCC,  
Helen McGee – O2  
Vicky Wooley, Bex Shreeve – Bristol Green Capital Partnership

**Actions:**

- We worked closely with Counter Terrorism policing to organise 3 training sessions for businesses. Whilst Martin's Law is being discussed in parliament businesses are advised to complete the free online training.  
You can download the Protect UK App and check for updates  
Complete ACT training - It is free and open to everyone  
Pre-protect audits/project ready risk assessments can be conducted  
<https://www.counterterrorism.police.uk/adviceforbusinesses/>
- Following on from this Anna confirmed that Unite House had a fire drill but didn't communicate to O2 that were planning the drill. The evacuation spread to the back of The Hippodrome and caused disruption for nearby roads.

**Bristol Green Capital Partnership – Proposal October 2023**  
**Vicky and Bex presented their proposal to the Board.**

- Vicky gave a brief overview of the partnership explaining that the partnership was founded 2007 as a member organisation and expanded in 2015 when Bristol was European Green Capital. A rebrand will be launched in February 2024 with a new logo and name for the partnership.
- Their Green Mingle takes place each month first Thursday of the month – currently at the Beacon but will move to a new venue for 2024. The event is open to anyone to come and mingle and chat to like-minded individuals.
- They then explained the work of The Climate Action Partnership to date, outlining that it has seen a range of events delivered following feedback in meetings with levy payers. BGCP have partnered with Redcliffe & Temple BID for 2023 on this programme, this proposal is to replicate the work with City Centre BID.
- Bex ran through the proposal which includes events, communication, and direct engagement with businesses.
- Members of the board expressed concerns that by targeting the office sector with this work we may exclude some levy payers, we agreed that we wouldn't exclude anyone from the programme, but it was likely to be the most effective use of resource to target this sector initially.
- Victoria outlined support from Business West for the work of BGCP.

- The feeling from those in attendance was that this was a worthy project to progress, and they would look forward to participating.
- The next Climate Action Programme event is an Intention to Action Clinic on 22<sup>nd</sup> November. The event will focus on [Intention to Action Clinic - Decarbonising commercial buildings Tickets, Wed 22 Nov 2023 at 14:00 | Eventbrite](#)
- Another event focusing on how tenants can work with their landlords to improve sustainability will take place on 7<sup>th</sup> February 2024 – Speakers will include Greengage and Stride Treglown. We will circulate this event link once created.

### **Budget and billing**

#### **Vicky gave an update to the Board on this item.**

- Carry forward for £158k for next year
- An additional income of £155k was sourced in this BID year which is a real positive for the BID and something we will seek to repeat going forward
- Collection rate has increased – now budgeting based on 95% collection rate, there has been a lag in collection following the Pandemic but now really positive across all BIDs
- Vicky has been part of decisions with central government about the issues with access to levy payer data from BCC. It is continuing to prove a challenge to gain an understanding of who our levy payers are given there are over 650 different businesses. It is especially challenging within the office sector.
- Vicky is set to meet with solicitors to seek legal advice on the issue.

### **Ballot Updates**

- Broadmead BID ballot result was successful which is a vote of confidence for the BID and the team, the result was 79% in favour by number and 82% by RV.
- Redcliffe & Temple BID goes to ballot in September 2025
- Bedminster BID ballot result was unsuccessful – the next steps for that area are being developed.

### **Update from the Board**

- *David gave some updates on Park St and Queens Road:*
- The Wilko unit is likely to be split into two with a gym or similar on the upper floor.
- Queens Road's row of empty units is under offer to Lidl and the deal is with solicitors but is not yet confirmed.
- L'Occitane on Park St is to go to a high-end optician.
- Park St rents have got to a point where they were too high, now have lowered and have helped independents come back into the street.
- Delays with getting planning permission for small tweaks such as signage for shop fronts is putting off potential occupiers, something Vicky agreed to raise with BCC.
- No news about the former Fopp unit on College Green.
- Anna stated Folk House sales are up 7% on last year and is having an open day on 9<sup>th</sup> December – all welcome!
- Helen (O2) stated that they were very busy - lots of students are drinking less but potentially using alternative substances.
- Helen raised Martyn's law – she wanted to make sure BID and BCC are aware – Fran to follow up.
- Jamie (BCC) - working on the Markets Review currently, reviewing process and fees for markets across the city.

- Jamie also added that Licencing and Economic Development are working together on licencing policy for the city.
- Jamie added that King St is proving a challenge to balance the needs of the traders and the accessibility of the street, likewise Park Street where they are trying to add Green Infrastructure into a congested space.
- David asked for an update on the closure of University Road and felt that the space could be better used as a piece of public realm. Vicky and Tom explained that as it stands it would reopen and wasn't included in the space available for the Park Street Green Infrastructure project – it remains unclear why the proposal to reopen it was put forward and what the next steps are.
- Victoria Matthews is meeting Mayor Marvin Rees and the Mayor's Office in November and will seek an update on University Road amongst other issues raised at the Board meeting.

## **Future Projects, Campaigns & Activity:**

### **Christmas Lights**

- £90k per year for Christmas lights for the next few years.
- Cross street installations and tree lights are deemed to be most efficient and cost effective and will be pursued for the coming years.
- The tree lights will stay for whole winter with the opportunity to change the colours on the uplit lights.
- The lights will be owned by the BID for future use.
- Suggestion of Frogmore Street in addition to current ideas of Castle Park, Farris Lane, Prince Street, Queen Square.

### **Christmas Campaign**

- Vicky shared the visual for the partnership with Visit Bristol on the Christmas campaign, this will be shared both digitally and in print, including GWR promotional campaign.
- Visit Bristol Christmas launch is Monday 20<sup>th</sup> November

### **Bristol Light Festival February 2024**

- Three installations were shown to the board with these to be announced to the public between Christmas and New Year
- 100 artists submitted proposals following an open call out

### **Placemaking Update**

- A steering group is being created to review ideas for Park Street placemaking plans and a gateway piece
- Vicky shared the initial proposals for King Street art commission to create a brand for King Street, two local artists won the commission.

### **Harbour Festival 2023 and 2024-26**

- New operator has won the tender to deliver the event – Proud Events – link as follows:  
[Proud Events](#)

- New approach to the festival will be taken with lots of input from the community and a focus on maritime events and local food and drink.
- A steering group is being formed by Proud Events
- The contract runs to 2027 – in line with City Centre BID ballot

**Next meeting dates:**

Tuesday 30<sup>th</sup> January - 1030-12 (postponed to 20<sup>th</sup> February)

Tuesday 30<sup>th</sup> April – 1030 - 12

Runway East is booked for the January meeting but other offers to host are welcome.