Plymouth Waterfront Partnership
Board Meeting

Wednesday 24th March 2021 from 10am – 12noon
(Meeting conducted via Microsoft Teams)

Attendees: Nick Buckland (NB) (Chair); Diane Mansell (DM); Sky Cole (SC); Chris Robinson (ChR); Craig Moore (CM); Andrew Brewerton (ABr); Josh McCarty (JMcC); Penny Tarrant (PT); Cllr Pete Smith (PS); Marc Nash (MN); Andrew Bullivant (AB);

Invitees: Patrick Knight (PK); Amanda Ratsey (AR) Victoria Allen (VA)

Apologies: Mervyn Orchard (MO); Ben Shearn (BS)

ITEM	NOTES and ACTION POINTS	Whom	When
MB-03/21-1.	**Apologies and Introductions** Apologies were tabled.		
MB-03/21-2.	**Conflict of Interest Policy** No conflicts of interest were raised.		
MB-03/21-3.	**Minutes to the last meeting and matters arising** The Minutes of the previous Board meeting held on 25th January 2021 were approved as a true record of the meeting. **NOTED:** • Actions all complete / will be covered through discussion in today's meeting.		
MB-03/21-4.	**Sail GP – Amanda Ratsey & Victoria Allen** **NOTED:** • Been chasing the event for five years and now secured the event over five other cities that applied for it – very exciting for Plymouth. • A global nations versus nations event – VA will share link to video. • The event will have a huge economic impact for the city.		

	• The event positively aligns with Plymouth's values and ambitions regarding environmental sustainability and youth engagement, which will be celebrated in the build up to the event and during the event.
	• Taking place 17th and 18th July 2021
	• Test races the week before.
	• The Events Team have met with Team GB CEO to see what can be done in Plymouth for the home leg of the event.
	• Year-round benefits possible for the city and looking for it to be an annual event.
	• Lots of opportunity to promote Britain's Ocean City.
	• Carbon Positive message – environmentally sustainable event.
	• Youth engagement programme – STEM and a wide range of activities – press release going out today.
	• Business Benefits
	  o £4m event.
	  o Need to let businesses know that it's coming and it's going to be busy, so need the businesses to engage. Looking to have Super Hosts that are strategically placed around the city.
	  o Looking at how to build on brand Plymouth – inviting key individuals and capitalising for corporate hospitality.
	  o Marinas are going to be full.
	  o Restaurants will be booked up.
	  o Accommodation will be full out of the peak season.
	  o Technology – Marine Tech Expo will be aligned with the event to showcase the work being done in Plymouth.
	  o There will be a pack that can be shared with businesses.
	• NB noted the UTC should be engaged with. North Devon Biosphere has done a lot of work (UN recognised activity) – JMcC has connections, which he could share.
	• CR asked if there will be big screens on The Hoe like the Americas Cup – VA confirmed that yes there will. There will also be a 'fan zone'.
	• JMcC looking to work with the event – Blue Marine. NMA working with the event also. A lot for PWP to shout about.
	• MN asked if the hotels and restaurants have been blocked booked? VA shared that yes, they are working with the hospitality providers.
	• PT noted that Plymouth was the first city to gain plastic free accreditation, so opportunity to link with that.
	• ABr asked how easy is it to predict visitor numbers in the context of COVID and how do we present that to our BID members? There's a bigger story to tell for the city as a whole. AR noted that it will bring new visitors, but will also be good for residents. This is why the hosts, in addition to the Mayflower volunteers will be needed. VA shared that other countries celebrate their athletes		

	as superstars and looking at how Plymouth can attract a similar level of engagement like Australia do. • JMcC noted that we have talked about ambassadors a lot over the years and asked what can PWP do and how can we link in? VA confirmed that PCC are working with the Mayflower Makers. 150 volunteers will be needed for the event as part of the agreement. Specific Welcome Hosts role is being looked into in addition to the volunteers. • DM confirmed that as soon as the packs are ready, we will share them with members and our Ambassador will also do hand-delivered drop-offs to businesses. PWP having monthly networking meetings with the City Centre BID and regular Marketing meetings will keep all joined up. All thanked Amanda Ratsey and Victoria Allen for their presentation. **Amanda and Victoria left the meeting**		

MB-03/21-5.	**CEO Update – Diane Mansell**
	
	DM had prepared an update which she ran through.
	
	NOTED:
	Cabinet and Scrutiny
	• PCC Cabinet and Scrutiny panel agreed unanimously that they are happy to support the BID renewal.
	• DM thanked PS and PK for all their help. NB also commended DM for her work and her extremely successful presentations.
	
	Sign-off of projects of the next 12 months
	• Levy – Won't get 100% Levy income, but this year had 90%, which is extremely high nationally. Some BIDs have had Levy income as low as 56%. DM noted that the collection rate was thanks to the Council and the work of the PWP Team.
	• Pirates – normally £25k, but can't do full event again this year due to continued restrictions, so £5k to Pirates and £20k to other projects. Will develop good quality virtual content to build year on year, including a Trail in the Plymouth Trails app.
	  ○ MN asked if Pirates was socially responsible.
	  ○ CR noted that Pirates had possibly had bad press.
	  ○ DM stated that as we were moving towards the cartoon family friendly version of pirates we could avoid any negative linkage. We are also using a lot of historical information to further move away from any negative impact.
	• Christmas budget increased – £8k to build the event. Doesn't include lighting, just a family friendly weekend event.		

- £2k towards trails throughout the year – i.e. Easter, Halloween etc.
- Mount Batten asked for £5k toward Youth Sailing Event.
- £4k towards application activities for awards, i.e. In Bloom, Blue Flag and other events to make sure we do things well with quality.
- £7.5k toward planters – will help toward In Bloom and also address parking on pavement issues and safety for table and chairs outside businesses.
- £4k requested for Lenkiewicz mural app to enable VR overlay on the app, however Advisory Panel requested that only £1k be spent on tidying the area and putting a sign in. Use the other £3k to do an Art Trail across the whole area and add to the walking app, so that all art elements are included.
- Pub Trail to be developed for inclusion on the Plymouth Trails App.
- £15k – Ballot activities - £6k for production of the Business Plan, but leaves flexibility for other activity including a launch day in July.
- £10k towards a £150k bin project on the Barbican.
- £1k – refreshing signage across the Waterfront.
- £25k into reserve in case we need close down costs.
- £3k requested by VA for Jazz and Blues Festival.
- £30k – 40 lamp columns from Grand Parade to Mayflower Steps – year round light. Sutton Harbour would continue the lighting around the harbour. Need agreement to go out to tender.
- Being offered lighting in three trees at Exchange Street car park free of charge, which DM is working on. DM noted that this doesn't include work that is already underway regarding lighting.
- DM noted that the Board needed to decide if we want to carry on the Ambassador Programme for another 12 months.
- Working with PCC to get free licencing for tables and chairs extended and application process down to ten days now. Working with Highways to manage.

Comments following DM's presentation

- MN offered to help support with the lighting project planning.
- JMcC suggested that the styling of signage be looked at across the Waterfront to help improve the aesthetics.
- PS noted that PCC have commissioned Hannah Pooley to do work on a Public Art Trail already
    - DM will link in with Hannah as it will be Hannah that we work with for the Trails App.
    - NB suggested that there may also be links to the British Arts Show.
- MN asked will businesses maximise the Sail GP event?
    - DM confirmed high level conversations happening and PWP now being included in conversations more.

	• PK supportive of all the projects presented – would like to discuss signage and lighting with DM offline.
	• CR shared his concern that pay and display machines on The Hoe are looking very tired. Also, memorials have signs that don't make sense as they talk about the memorials being 'built'. CR to put a note together for PK about his concerns regarding the memorials.
	• ABr agree with the package of projects planned. Creating an App and Trail for Pirates sounds positive and a possible way of mitigating some of the issues or concerns regarding celebrating pirates.
	• DM noted that there are gaps in the calendar where new events could be developed, so looking at February for example. Carnival or Mardi Gras would be a great fit for Plymouth – could be a huge occasion for the city – DM to look into and bring to the next meeting.
	• NB agreed that a Trail App could put the Pirates event in context in terms of a family-friendly event aimed at being fun for children/families.
	• All attendees voted favourably to pass all the projects identified in DM's presentation
	• AB – Sail GB – in 2013 with Americas Cup, there were concerns with food operators.
	    ○ DM shared that there will be food and beverage operators on The Hoe, but only for ticket holders.
	    ○ AB asked if spaces within the event area could be allocated to bars and restaurants on The Hoe – DM didn't think so due to sponsorship, but will look into it.
	    ○ JMcC – challenge is to create events that help businesses maximise income – the city has a 10-year plan for events now that PWP could work with.
	
	<u>Governance</u>
	• Small amount of wording changed on the Constitution by British BIDs, but the document was mostly supported by them.
	• All agreed to the constitution and code of conduct.
	
	<u>Planning Application</u>
	• For relationship management, DM had informed Sutton Harbour of the objection to the Planning Application that PWP had put forward – DM now working to re-build that relationship and working with them closely. They aren't 100% happy with the bin proposal on their land. Need to be aware of the relationship with Sutton Harbour/land owners going forward. Will be arranging a meeting with their Chair and NB to re-build relationship.
	
	<u>Finance</u>		

	• Meeting today with the Finance Team. Carrying over circa. £71k which enables all the projects that have been agreed today. <u>ABB</u> • Has a new Chair who wants to work with us. <u>Ambassador Programme</u> • Was ERDF funded and we may be able to get funding again. • Need Board sign-off for the next 12 months. All agreed to extended the trial. <u>Grants</u> • Fantastic work done by the Council and huge thanks to all concerned. • PWP brought in Alison Bartlett as around 1200 businesses across Plymouth haven't applied yet. Some on the list aren't eligible, but Alison, DM and SC working through the list to identify as many as possible, so that DM and SC can contact them directly to support their applications. • The Board commended DM and SC on the work done to support businesses. **AGREED:** • All agreed to the projects and budget allocation that DM had presented. • All agreed that the Ambassador Programme should be extended. • All agreed to the constitution and code of conduct. **ACTION:** • CR to put a note together for PK about his concerns regarding the memorials. • Carnival or Mardi Gras would be a great fit for Plymouth – could be a huge occasion for the city – DM to look into and all to discussed at the next meeting. • AB asked if spaces within the event area could be allocated to bars and restaurants on The Hoe – DM didn't think so due to sponsorship, but will look into it.	**CR** **DM** **AB**	
MB-03/21-6.	**PWP Advisory Panel Update – Marc Nash** **NOTED:** • Some issues with work being done in silos, such as at Firestone Bay. PS noted that PCC are speaking with the Queens Harbour Master to address the safety issues. • Concerns re safety for water users – PK has been asked to lead on producing a risk assessment for the whole of the Foreshore and introduce new sea safety swimming signs. Also looking at providing new defibrillators.		

MB-03/21-7.	**Planning Sub Committee** **NOTED:** • Covered under CEO update.		
MB-03/21-8.	**NMP Update – Patrick Knight** **NOTED:** • Feasibility study progress – ongoing. PK read an email from Anthony Payne: "The NMP Feasibility Study report was produced to provide part of an Evidence Base for consideration and needs to be considered in conjunction of a variety of other pieces of work that will shape the Park. The Feasibility has been useful in identifying and extracting areas of concern, which include for the avoidance of doubt, the Park has never been intended to question the MOD primacy with respect to Plymouth Sound waters, that there is no intention to create new environmental legislation on the back of the Park and the Park is not seeking new governance over the use of the waters, but rather how to better utilise existing arrangements. The Park is locally controlled and designated but its development can be utilised to shape and inform other similar initiatives as and when they may emerge". • Study went to NMP external Board and view is that the focus needs to be on the next 18 months to experiment and trial the way the park can evolve. Focus has been on prospectus production and Heritage Lottery fund. • Prospectus – will suggest 18 month programme for delivery and will be available publically soon – PK will share it as soon as possible. • Getting Building Fund projects – A £1.1m project – completed Sea Beds Survey and waiting on analysis to see where anchors for swim rafts can go. Access improvements into the water have been investigated – waiting on lists and costings and will work with DM. Looking at Devil's Point and the safety issues there too. • PK doing a lot of work on this and there is a lot of pressure. • PT asked if PK would come to Hoe Neighbourhood Forum to update on NMP plans. PK agreed that can be done in a couple of months' time. • PK was thanked for the work that he and his team are doing.		
MB-03/21-9.	**Giants** CR had requested that the Giants project be raised again for discussion at the Board meeting.		

NOTED:

- CR noted that the project was discussed and explored by the Board previously and it was agreed that there was no budget available from PWP; the project was not viable for further progression by the BID at that time, but CR felt that this year could be the best time in his opinion to resurrect the project, and therefore wanted to re-raise the project for consideration.
- CR was aware that there was some budget in the Barbican Trust, who may be willing to help fund the temporary installation and felt that NB and DM may be able to put a letter of request to the Barbican Trust for the budget to do the temporary installation. CR was confident that the Barbican Trust would put funding to the project, but this request must come from PWP and not from CR as individual.
- CR gave a presentation on the history of the Giants and the project to refresh everyone's memory about the project.
- CR shared that the pricing previously given for the cost of the project is out of date now, but a lot of money had been spent by PWP already and there was an opportunity now for PWP to lead on the project and have the temporary installation put in, with an approximate further cost of c.£25k. PWP could use the Marines to put the temporary installation in place.
- Susie Bissell did a lot of work for us on the project and PWP paid for that work, so CR felt that it would make sense for PWP to pick the project up again.
- SC noted that this was not one of our current projects in the BID2 Business Plan and was not one of the projects outlined in the consultation for inclusion in the BID3 Business Plan either.
- DM noted that the temporary installation cost and appetite for a temporary and /or permanent installation would need to be discussed and agreed before the project could be taken forward further.
- PS asked if we have the right permissions in place to put the temporary installation in? – CR confirmed that yes he does.
- PS noted that having permissions was important, but suggested that, in order to work with the community and get buy-in for the project, PWP would need to do significant consultation with business members, particularly before spending any further Levy Payer's money on this project – PS noted that he was sharing this advice after the feedback that PCC had received on 'Rusty Reg' (LookII). CR dismissed PSs concerns and responded to say that this project is Plymouth specific, unlike LookII, therefore CR believed that there would be huge enthusiasm for the Giants as CR had felt there was with the Hoe Neighbourhood Forum when CR presented the project to them.
- PT confirmed that the Hoe Neighbourhood Forum members were very positive back when CR had presented the project, but now felt that perhaps this year is busy and it may be possible that the

	project is something for next year following further consultation with business members as suggested by PS. • JMcC felt that there may be a possible different angle – could it be done with lights that would be multi-purpose, i.e. a 'Welcome to Plymouth' and 'Gog and Magog'? – CR confirmed that the artist has looked at lighting and the preferred approach was the white line temporary installation. • CM noted that the Sir Anthony Gormley statue is great and although not initially welcomed, the Angel of the North is now part of the area and therefore huge support for bringing things like 'Rusty Reg' and the Plymouth Giants to the city. **ACTION:** • CR to confirm permissions have definitely been secured. • CR to confirm the revised temporary installation costs. • NB, DM and CR to have a conversation offline to discuss the viability of the project for a final/informed decision to be made at the next Board meeting in May.	**CR** **CR** **NB/DM/CR**	
MB-03/21-10.	**Women's Safety** **NOTED:** • PT noted that there was positive work underway with lighting along The Hoe/Sutton Harbour and at Devil's Point – still concerns for everyone's safety. • PT asked if there was a possibility of Task and Finish Group. NB noted that there were conversations to be had and to involve PCC, the Police and others, but that this would not be a PWP Board Task and Finish Group. • PS noted that PCC are on the case with regards to safety and more CCTV camera being installed to address the issues. • PS put messages out on social media to say that PCC were taking safety issues seriously and putting measures into action.		
MB-03/21-11.	**AOB** **NOTED:** • MN – the website needs updating – DM confirmed that the website is being fully updated and due to be released on 2nd April. • JMcC – Call4Fish a year old and on Sky News today. ○ NMP Prospectus – simple and clear communication on all the work being done. • SC – Director's information for the website and Business Plan – SC asked that all those who haven't yet, please provide images and biographies this week.		