

## HAZ RYDE – Monthly updates – Sally Thompson, Project Manager

<b>Heritage High Street Action Zone – Ryde</b>						
<b>(Funded by Historic England, Ryde Town Council &amp; Isle of Wight Council)</b>						
<b>Lead Partner – Ryde Town Council, (ST reporting to Lisa Dyer, Town Clerk)</b>						
<b>Project Manager: Sally Thompson, (reporting to Paul Thomas, IWC, Regeneration)</b>						
<b>Date: 17<sup>th</sup> August 2020</b>						
<b>Activities since 15<sup>th</sup> June (<i>First date of employment - ST</i>)</b>						
<ul style="list-style-type: none"> <li>Ryde HAZ Steering group has met twice</li> <li>Community Working Group has been set up and met once</li> <li>Approach to monitoring and evaluation of project agreed – now exploring procurement options</li> <li>Collaborative working on COVID Recovery Group</li> <li>Development of Design Code brief is underway, and this will be adopted by both Newport &amp; Ryde</li> <li>Phase 1 pedestrianisation of Ryde High Street has been completed, with new signage in place</li> <li>Charles Dimmick Heritage Arts project in progress</li> <li>Business Case for acquisition and refurbishment of Ryde Town Hall has been commissioned</li> <li>Introductory visit from the Diocese of Portsmouth to St Mary's Church Ryde and tour of former Ryde Convent site – (re future feasibility study to regenerate the whole site)</li> <li>Steering group approval for communications budget of £5k for 2020/21 (website costs will be shared with Newport HAZ)</li> <li>Circulated Brief to five website developers for proposals and quotes</li> <li>Approval from HAZ Ryde steering group for a 'HAZ Hub' in Ryde High Street</li> <li>Liaison with Ryde Town Council officer's and Councillors re HAZ Ryde</li> <li>Site meeting at Ryde Theatre / Town Hall re Business Case for Acquisition &amp; Future Business Model</li> </ul>						
<b>Financial Update</b>						
<ul style="list-style-type: none"> <li>Qtrs. 1 &amp; 2 claims to HE will be made at the end of September</li> <li>LD (RTC) &amp; ST to review 'in-kind' support from RTC to date and invoices paid / due</li> <li>ST and LD to set up monitoring and payment / claim process at RTC for Ryde HAZ</li> <li>DL (Regen IWC) is supporting in setting up process flowchart, templates and monitoring forms</li> <li>Programme Scheme reviewed and updated 10.08.20 with RLS and ST / DL</li> <li>Request logged and approved by HE to bring forward £8k budget into 2020 for Community Engagement from 2021 and to push back £10k each from 2020 into 2021 for Feasibility Studies from HE and IWC</li> <li>ST confirmed budget / support for AW and ZT with LD (RTC)</li> </ul>						
<b>Summary Position</b>						
<ul style="list-style-type: none"> <li>Projects are on schedule and should be on target by end of year one, possible exception being design code, which has been impacted by delays due to COVID-19</li> <li>Some projects yet to be reviewed (for years 2-4) due to need to prioritise those that need faster start during year 1</li> <li>Procurement processes are in progress for the website and expected to start soon on the monitoring and evaluation for overall project programme (VI). (This will provide valuable information, data and statistics about footfall and dwell time in the Ryde HAZ zone as well as how the entry / exit points are used and supporting information about people movements in Union Street / Interchange -details tbc)</li> </ul>						
<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>

<b>Previous</b>	Green	Green	Green	Green	Green	Green
<b>Current</b>	Green	Amber	Green	Green	Green	Green
<b>Risk Comments</b>						
Procurement processes for Design Code and M & E Projects in hand. Outcome will determine next steps / timing for commissioning these projects, hence potential impact on timeline.						

**Heritage High Street Action Zone – RYDE****(1) Public Realm 1.****Upgrade of pedestrianised section of High Street between Garfield Road and Cross Street****Activities in the last month**

N/A – Project due to commence in Year 2

**Summary Position**

To review project and develop outline project plan.

<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>
<b>Previous</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>
<b>Current</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>

**Risk Comments**

**Heritage High Street Action Zone – Ryde****(2) Public Realm 2****Upgrade of heritage street furniture, lighting, signing and implementation of full pedestrianisation****Activities in the last month**

N/A – Project due to commence in Year 3

**Summary Position**

To review project and develop outline project plan.

<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>
<b>Previous</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>
<b>Current</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>

**Risk Comments**

**Heritage High Street Action Zone – Ryde****(3) Public Realm 3****Soft landscaping, planting trees and installing new planters****Activities in the last month**

N/A – Project due to commence in Year 4

**Summary Position**

To review project and develop outline project plan.

<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>
<b>Previous</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>
<b>Current</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>

**Risk Comments**

**Heritage High Street Action Zone – Ryde****(4) Public Realm 4****Architectural features to define Historic High Street and pedestrian space, public art****Activities in the last month**

N/A – Project due to commence in Year 4

**Summary Position**

To review project and develop outline project plan.

<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>
<b>Previous</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>
<b>Current</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>

**Risk Comments**

**Heritage High Street Action Zone – Ryde****(5) Union Street Link****Raising crossing points / tables, improved railings and street furniture****Activities in the last month**

N/A – Project due to commence in Year 4

**Summary Position**

To review project and develop outline project plan.

<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>
<b>Previous</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>
<b>Current</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>

**Risk Comments**

## Heritage High Street Action Zone – RYDE

**(6) Shop Front Scheme – grants for shopfronts and building improvements / other works where it will create leverage**

### Activities in the last month

N/A – Project due to commence in Year 2

## Summary Position

To review project and develop outline project plan.

Project Status	Overall	Time	Budget	Resources	Issues	Risks
Previous	Green	Green	Green	Green	Green	Green
Current	Green	Green	Green	Green	Green	Green

### Risk Comments



**Heritage High Street Action Zone – Ryde****(7) Shop Front Scheme – Design Code and other publicity materials and activities****Activities in the last month**

- Process agreed with Ryde SG
- Discussions with Lee Byrne and Jo Murray-Smith regarding brief
- Draft brief produced by MG and circulated among project team for comment
- Initial discussions with procurement officer

**Summary Position**

Project is behind schedule, but with some scope to catch up by end of year 1, subject to procurement timescales and ability of contractors to deliver in time. Some slippage may be necessary to avoid compromising the end result. This will become clearer in the next month or so.

<b>Project Status</b>	<b>Overall</b>	<b>Time</b>	<b>Budget</b>	<b>Resources</b>	<b>Issues</b>	<b>Risks</b>
<b>Previous</b>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>
<b>Current</b>	<i>Green</i>	<i>Amber</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>	<i>Green</i>

**Risk Comments**

## **Heritage High Street Action Zone – Ryde**

### **(8) Building Feasibility Studies Ryde Town Hall / Theatre and St. Mary's former Convent School**

#### **Activities in the last month**

1. Ryde Town Hall / Theatre: Business Case commissioned with Regen Co; budget approved by SG. Initial site visit arranged for 14<sup>th</sup> August. Facilitated and attended introductory meetings between Regen Co & RTC. Introduced Steve Pearce from Regen Co to Lee Byrne at IWC and Rob Lloyd-Stewart at HE.
2. Exploratory meeting at St. Mary's Church, with site tour of former Convent School including Diocese of Portsmouth, ST & ZT. ST to facilitate establishment of Community Action Group and Planning Group. Feasibility Study to be commissioned by April 2021
3. Review of Scheme Profile Budgets for Ryde HAZ means there is £20k grant from HE for Feasibility Studies / Business Cases in this financial year, with a further £25k in 2021

#### **Summary Position**

##### **Ryde Town Hall / Theatre:**

- Previous feasibility study needs refreshing – hence Business Case instruction to explore sustainable commercial uses for the benefit of Ryde and local community
- The Business Case will be supported by a further report to be commissioned by RTC, which will make recommendations as to most suitable company structure for proposed acquisition of the Town Hall / Theatre – such as a Trust or CIC
- The Business Case will be available for any potential purchaser to review
- IWC has instructed owner of Ryde Theatre to make the building safe and secure
- Owner has instructed structural survey of the building and boarded up some of the windows
- Valuation is still 'in progress' and has not been finalised at this stage
- Aim is to bring Ryde Town Hall / Theatre into sustainable community use via purchase by a newco entity (tbc) or another buyer / organisation

##### **St Mary's Church / Former Convent School:**

- St. Mary's Church requires further conservation work and is seeking additional funding to support this. The Church is listed and has received previous recognition from HE.
- Former School Gym and Church accommodation is in a dilapidated state and requires sympathetic regeneration, in line with listed status – ideas muted around a possible 'boutique hotel' and new community space to be shared by the Parish & local residents / community groups etc (with café and parking facilities)
- Potential for mixed housing scheme on former convent school site. Parish would like to retain 'ownership' of 2-3 houses, to be rented out, so that the monthly income could support St. Mary's Church ongoing. The priority is the sustainability of St. Mary's Church.
- "Could a deal be done with Council, for overall control of the regen' site, via public loan scheme? i.e. Parish would consider a sensible offer from local authority for the convent school site."
- Planning permission granted previously is now expired and proposed scheme deemed unsuitable. Hence overall review / feasibility on required for whole site.
- 'Planning Group' and Community Action Group to be established to explore potential in advance of new planning application, with the aim of mitigating obstacles and gaining community buy-in
- Diocese of Portsmouth has another Church in Seafield Road, Seaview, value, approx. £350k. They would like to sell this property for residential development so that some of the proceeds could be contributed to the planning process for the Convent School. (Previously prevented to explore options for 'community use' but no interest to date, hence potential to develop the Seafield Road site to support Convent opportunity.)
- The plan is to establish the groups, work up some ideas and options, then commission feasibility study to commence at the start of new financial year 2021

Project Status	Overall	Time	Budget	Resources	Issues	Risks
Previous	Green	Green	Green	Green	Green	Green
Current	Green	Green	Green	Green	Green	Green
<b>Risk Comments</b>						

## Heritage High Street Action Zone – Ryde

### (9) Community Engagement

#### Activities in the last month

##### 1. Charles Dimmick Heritage Arts Project:

Ryde's first HSHAZ community engagement project has been inspired by nineteenth century plantsman and Ryde Councillor, Charles Dimmick who lived and worked in the High Street and immediate vicinity. Dimmick's first business was situated at 147 High Street, the current site of youth organisation Network Ryde, where he sold seeds and later flower and vegetable plants grown in glasshouses situated to the rear of the building. Dimmick is also notable for his writings on the Irish Potato Famine.

The project, led by artists Teresa Grimaldi and Sarah Vardy, is using art and horticulture to engage young people and the wider community with their local heritage. To date, the group have explored growing from seed and cuttings, creating flower stencils to cheer the social distancing dots in Ryde High Street and making animations from the shadows of wire weeds! From the 8<sup>th</sup> August they'll be taking over the windows of the Aspire Hub, recreating Dimmick's shop and showcasing the work they've been producing as it progresses. The project will culminate in a flower and plant market on August Bank Holiday Monday. More information on Charles Dimmick can be found on the Ryde Social Heritage Group website:

<https://rshg.org.uk/history-of-ryde/charles-dimmick/>

Follow the project on Instagram: @hazproject2020

##### 2. Established the Ryde HAZ Community Engagement Group and held inaugural meeting with sector leads, on 29.07.2020. This group will meet three times per year and oversee strategic input / project ideas and engage directly re communications between stakeholders and community groups / networks in and around Ryde to further support and promote Ryde HAZ over the four-year programme period

##### 3. Communications budget approved by SG for 2020

- Worked with Newport HAZ on brief for website
- Prepared brief for website and circulated to five providers for proposals and quotes by 17<sup>th</sup> August, with aim of creating the website by mid to end September 2020
- Assessed social media needs. ZT overseeing Facebook / Instagram accounts
- Submitted press release for the Beacon re Charles Dimmick Project
- Prepared brief for proposed information video re Ryde HAZ – to be updated and circulated by end of w/c 17.08.2020
- Liaised with HE re Communications toolkit for Ryde HAZ

4. ZT working on 'Look up, Look Down' project to support future Design Code and Public Realm projects – further details to follow in Aug / Sept reports
5. AW facilitating the Cultural Consortium and overseeing the pilot project planned for December, together with overall grant application to HE for increased funds to further support Ryde HAZ through heritage art projects, carnivals, festivals and events, which will be delivered by community stakeholders
6. Approval given by SG and RTC to establish a 'HAZ Hub' in Ryde. 19 High Street, Ryde has been identified as the initial 'pop up' unit where HAZ will promote projects, consult with stakeholders, exhibit displays and information etc. AW liaising with LD at RTC re agreement for insurance payments to be covered, as agreed at SG. ZT preparing a plan to share with community stakeholders re set up and use of unit / promotion of projects etc.

#### Summary Position

- Great progress in Ryde on community engagement, due to the head-start gained by working with part-time project officers, Abi Wheeler and Zoe Thompson, who were instrumental in establishing Ryde HAZ in association with Ryde Town Council, after the successful bid application to Historic England

Project Status	Overall	Time	Budget	Resources	Issues	Risks
Previous	Green	Green	Green	Green	Green	Green
Current	Green	Green	Green	Green	Green	Green

#### Risk Comments



**NOTES OF HIGH STREET HERITAGE ACTION ZONE INTERIM STEERING GROUP**  
**HELD ON THURSDAY, 16 APRIL 2020 AT 12.00 MIDDAY**  
**HELD REMOTELY VIA THE 'ZOOM' VIDEO COMMUNICATIONS FACILITY**

Present: Cllr Phil Jordan (RTC), Jon Baker (RTC), Lisa Dyer (RTC), Rob Lloyd-Sweet (HE), Zoey Thompson (RBS) Chris Turvey (RTC), and Abi Wheeler (RS)

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**9/20 HSHAZ STEERING GROUP AND FUTURE ARRANGMENTS OF PROJECT OFFICERS**

The meeting was convened to confirm the arrangements that needed to be put in place with regard to the recruiting of both Zoe Thompson and Abi Wheeler as Interim HSAZ Project Officers who were appointed to oversee the management and scheduling of the HSAZ Project before a full time officer was appointed later in the year. Funding for their positions would be met a quarter by the Isle of Wight Council (IWC), a quarter by Ryde Town Council (RTC) and the remainder by Historic England (HE).

One of the first areas that required attention was the instigation of a Public Engagement Plan. This was necessary in order to evaluate how best to actively involve the public.

Another area that required focus was the Shop Front Feasibility Study, where a revision of the high street's buildings would be undertaken to evaluate which shops, businesses and areas of public realm needed investment most to improve their visual impact and attract more interest from residents and visitors alike.

It was important that members of the public should be encouraged to become involved in this and it was suggested that areas of the media as well as RTC website and Facebook page could be utilised to promote their engagement. This would enable the work to be open and transparent.

Ryde Arts Groups should also be involved in starting a Community Arts Project to bring on board local children via schools. This could look at local historical figures, who would be celebrated by means of a project that would leave a long lasting legacy. A similar initiative in Ramsgate was cited where 800 porcelain tiles inspired by 19th century architect and Ramsgate resident Augustus Pugin were installed at the town's 'Kent Step'. Two local schools provided the children and the Pugin Society provided the relevant tutelage behind the project.

A similar assignment could be undertaken in the Anglesea Street Square adjacent to the Co-Op Supermarket where laser cut stain glass windows integrated with plants and flora could be erected to celebrate local 19<sup>th</sup> century botanist William Arnold Bromfield who spent much of his life residing in Ryde.

Another local figure mentioned was Countess Lavinia Spencer who started up the Islands first free school at Vectis Hall, was also a famous 18<sup>th</sup> / 19<sup>th</sup> artist and who which Spencer Road is named after.

Should any project require planning permission the relevant planning officers at the Isle of Wight Council would also need to be involved.

The group also discussed the requirement of holding a Risk Register / Log which would look at all projects and evaluate and mitigate any areas of risk to RTC. Trevor Nicholas at Aspire held a similar document and he should be contacted for further advice. Abi and Zoe would look at launching this as a priority.

On the issue of the Shop Front Design a discussion took place around possible collaboration with Newport and Carisbrooke Community Council, although it was noted that any decisions needed to be in the best interest of Ryde and what was best for the town. However, it was considered to be a good idea to involve the whole of the Islands public in compiling a portfolio of photographs of good shop front examples where specific designs from the Island as a whole could be used (although they must be relevant to Ryde). This would involve local residents getting out and taking such pictures and sharing them (but ensuring that Covid 19 restrictions were observed). There would also need to be a system in place where those taking such photographs would be happy for them to be shared on a platform such as 'Flickr'.

It was also noted that any financial contribution from a shop owner would be 20 percent with the remaining 80 percent split between RTC and HE. However, it would need to be financially viable and not go into deficit. Properties with residential accommodation would also need to be identified and prioritised.

Funding of up to £20,000 could be agreed by the Steering Group, anything over that amount would need to be considered by HE, although it was acknowledged that most schemes should fall well below £20,000.

On the issue of all background information around the HSAZ bid itself, both Interim Project Officers would be given access to a shared folder which would contain all relevant documents. It was also noted that both officers would be provided with an RTC Email address in order to be able to communicate and interact with all relevant bodies. On the issue of wider sharing of information, a 'Drop Box' could also be set up to allow all members of the Steering Group and Stakeholder Group to be able to access all documents at any time.

Four areas were identified as being in need of instigation:

- Public Engagement Plan – To identify how and best to involve members of the public.
- Community Arts Project – Look at commencing by engaging online. Look at utilising a Virtual Youth Club (as suggested by the Mayor)

- Risk Register / Log – To analyse all projects and identify any areas of risk that need to be mitigated against.
- Shop Front Design Feasibility Study – Survey and identify which shops can be brought back into use and at what cost.

With regard to the main Steering Group itself, a membership needed to be confirmed. Those who must sit on it would be the two Interim Project Officers, two members from Ryde Town Council and two representatives from the Isle of Wight Council. Contributions would be included from both Ryde Business Association and Ryde Arts.

On the matter of the groups Terms of Reference, this would need to be drawn up as soon as possible and emailed around to the Group for consideration. It would need to be no more than one page and reflect what was best for Ryde. Lisa would look to see if the previous RTC Clerks had started this before they left the Council in December 2019.

The Group was keen to start things as soon as possible and take advantage of the funding from HE, but also be mindful of the current Covid 19 restrictions.

Grants that were also available to start utilising should also be looked into and HE would assist in looking at helping out the Heritage Centre.

Moving forward, the appointment of a permanent Project Officer to take over from Abi and Zoe would take around six months, although there may some delay of a further three months to this. It was however noted that funding was in place and HE would encourage RTC to start utilising it as soon as possible.

All projects would need to be agreed by the Steering Group and then reported back to Ryde Town Council.

With regard to the Stakeholder Group, which would include a wider body of the Towns representatives, this would need to be set up and running within six months.

## **10/20 DATE OF NEXT MEETING**

The date of the next meeting would be held on Wednesday, 29 April 2020 at a time to be determined.



**NOTES OF RYDE HIGH STREET HERITAGE ACTION ZONE STEERING GROUP**  
**MEETING HELD ON THURSDAY, 29 APRIL 2020 AT 12.00 MIDDAY**  
**VIA THE 'ZOOM' VIDEO COMMUNICATIONS FACILITY**

Present: Cllr Phil Jordan (RTC - Chair), Chris Ashman (IWC), Jon Baker (RTC), Marion Brinton (HE), Lisa Dyer (RTC), Rob Lloyd-Sweet (HE), Cllr Malcolm Ross (RTC), Zoey Thompson (RBS) Chris Turvey (RTC), and Abi Wheeler (RA)

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**11/20 WELCOME AND INTRODUCTIONS**

All present welcomed Marion Brinton from Historic England (HE), Chris Ashman, Director of Regeneration for the Isle of Wight Council (IWC) and Cllr Malcolm Ross of Ryde Town Council (RTC).

**12/20 ELECTION OF CHAIRMAN**

The Group were of the opinion that RTC should lead the Steering Group for the first year and the role of Chair would then be rotated to other representatives thereafter. Cllr Phil Jordan was nominated, and the Group agreed to his position as Chairman of the Ryde HSHAZ Steering Group.

**DECISION**

That Cllr Jordan is elected as Chairman of the Ryde HSHAZ Steering Group and that the role of Chairman would be on a rotating basis with representatives of RTC taking the role of Chair for the first 12 months.

Cllr Jordan thereupon took the Chair for the rest of the meeting.

**13/20 ELECTION OF VICE CHAIRMAN**

Cllr Ross was nominated, and the Group agreed to his position as Vice Chair to the Ryde HSHAZ Steering Group.

**DECISION**

That Cllr Malcom Ross is elected as Vic Chairman of the Ryde HSHAZ Steering Group.

**14/20 APOLOGIES**

No apologies were received as all members of the group were present.



## **15/20 NOTES OF LAST MEETING - UPDATES / ACTIONS**

The notes from the meeting held remotely via the ZOOM Facility were reviewed and the following required amending:

- Final paragraph, page one – Interim Project officers would instigate the Community Arts Project, therefore reference to Ryde Arts should be removed.
- First paragraph, page two – the name of the 19<sup>th</sup> Century Horticulturalist who would be the subject of the Community Arts Project was Charles Dimmick.

The following updates was also noted:

- With regard to the HE Grant, The Heritage Centre situated in the Victoria Arcade would be applying within the week and all other relevant Heritage bodies including the IW Bus Museum have been made aware.
- The Group was also advised that the full time Project Officer had now been appointed, subject to the usual checks. After these had been verified, this would be confirmed to all relevant parties. The starting date of the appointment was 16 June 2020

### **DECISION**

That subject to the amendments being made, the notes to the meeting held on 16 April 2020 were agreed.

## **16/20 AGREEMENT OF PROPOSED TERMS OF REFERENCE**

The proposed Terms of Reference was circulated to all members of the group ahead of the meeting.

The Group held a discussion around various areas of responsibility and how specific the terms should be. Providing that all projects adhered to the Delivery Plan, HE would support their progression.

With regard to financial boundaries, all contractual arrangements would need to adhere to all relevant RTC and IWC regulations. It was also proposed and agreed that the Steering Group should have the delegated authority to approve up to £20,000 and ensure that all approved spend by the group would be in consultation with RTC to ensure that the public were kept fully informed of where any money was being spent.

It was also agreed that such delegated authority would be applicable at all times and not just during the Covid 19 social restrictions.

The Chair commented on the need for the terms to be as flexible as possible in order for the Steering Group to have the capacity to progress the HSHAZ projects quickly and effectively.

## **DECISION**

Following discussion the group agreed to make the following amendment to the Terms of Reference:

- Page two - the final paragraph be changed from:

### Special Measures During Covid – 19 Emergency

Delegated powers to be awarded to the steering group for any single project with a total value of less than £25,000.

To:

### Financial Responsibility

Delegated powers to be awarded to the steering group for any single project with a total value of less than £20,000.

## **17/20 FORMATION OF STAKEHOLDERS GROUP**

The Group considered the formation of the forthcoming Stake Holders Group that would complement the process of progressing the HSHAZ projects.

It was acknowledged that there were many interested parties from many various areas such as youth facilities, heritage and arts groups, businesses and environment groups. The Interim Project Officers would therefore create a Community Representative Group where one person from each area would be selected and when applicable sit on the Stake Holders Group. This would avoid a very large membership sitting at any one time. Those selected could also have a stand-in to sit on the Stake Holder Group should they be unavailable, to ensure there was always a representative on the group. Various delegates would only need to attend a meeting if there was relevant business within their remit to discuss. Feedback could then be fed back to their own groups on how things were developing.

The membership of the Stake Holder Group would also evolve over time with new groups being involved as and when other projects needed to be discussed and progressed.

Island Roads would also be a key member of the group as a contracted partner and the Project Officer(s) would be expected to liaise with them as and when required.

Both Interim Project Officers would create a list of all the various representatives from the groups with contact details, which would be available to all in the secured shared HSHAZ folder on RTC's main drive.

Arrangements would also be made to ensure that the folder would be made available to the Steering Group's Chair and Vice Chair.

## **18/20 UPDATE FROM INTERIM PROJECT OFFICERS**

The Interim Project Officers provided updates on the work carried out since the last meeting.

The issuing of the dedicated RTC email addresses and the access to the shared HSHAZ Folder for the Project Officers have been addressed and both officers were now working on how best to promote the HSHAZ Projects online.

Social media platforms such as RTC's Facebook and Twitter sites as well as the main website, could be utilised with a specific HSHAZ brand and also encourage public engagement and communication as well promote the potential of the HSHAZ funding. All areas of this would be maintained and updated by the Project Officers.

There would also need to be a wider public awareness initiative with notice boards utilised as well shop fronts such as Aspire and Network Ryde.

With regard to the Shop Front Design Project a request for photographs by members of the public had been put out and there had so far been six responses. Using digital media and the public, an audit of Ryde's High Street shop fronts could then be carried out, highlighting the positive and negative aspects and thus raise areas of discussion in order to establish the best way to improve the appearance of the High Street.

With regard to the Community Engagement Plan, a good start had been made and objectives were being worked on via a Community Engagement Statement which would take into account the objectives of the Ryde Place Plan.

## **19/20 POSSIBLE SCOPE OF WORK DURING COVID 19 EMERGENCY**

The outbreak of the Covid 19 pandemic has meant RTC has had to face some very difficult challenges with staff members either working from home full time or a few working very hard in the main office, co-ordinating the Coronavirus Community Hub where a significant number of volunteers had been organised in assisting vulnerable residents. This has however led to resources being substantially stretched for the foreseeable future.

The issue of the pedestrianisation of the High Street was raised and how Covid 19 restrictions were affecting its progress. It was noted that Island Roads were operating, but on a much reduced scale with officers working from home and only emergency works being carried out around the Island. Signage for the zone had however been made and was ready to be erected. Prior to Covid 19 lockdown, this was expected to be in place by the end of March 2020.

The pedestrianisation road closure Traffic Order had also been approved by the IWC's relevant Cabinet Member in December 2019, so its implementation could in theory be carried out, but with Covid 19 restrictions in place, this was causing some doubt as to exactly when. RTC's Planning Clerk would contact the relevant officers at Island Roads and seek clarification on when the work can commence.

HSHAZ project work that has been carried during Covid 19 restrictions included the initiation of the Community Arts Project with Ryde Social Heritage Group and the Ryde Historic Society being approached with a view to obtaining some digitised street maps to identify specific areas relevant to the work of Charles Dimmick as well as acquiring seeds for planting by children which can then be documented by them.

A contact at Osborne House, where Mr Dimmick tended the gardens and supplied plants and flora from his nursery business during Victorian times would also be established to make plans for any future involvement with children.

Following Covid 19 lockdown restrictions being lifted, children could then become more involved with the instigation of the laser cut grills and plant project at the square in Anglesea Street. Locations such as Aspire and Network Ryde could also be utilised to exhibit the children's work.

## **20/20 HERITAGE HIGH STREET – NEXT STEPS**

As mentioned previously in the meeting, the appointment of the permanent Project Manager had been made via an online interviewing process. The appointment would be conveyed to all councillors of RTC once all the usual checking procedures had taken place and all other candidates were made aware of the decision. An induction process would then be prepared by the IWC which would include the new officer meeting all members of the Steering Group and RTC.

A draft Memorandum of Understanding had also been prepared and was ready to be circulated to all relevant parties by the IWC's Director of Regeneration.

With regard to the appointments of the two Interim Project Officers, all members of RTC had been advised of their positions via the Mayors newsletters and various emails.

## **21/20 DATE OF NEXT MEETING**

It was noted that the finalised brief for the Community Arts Project required Steering Group approval as quickly as possible.

### **DECISION**

It was therefore suggested and agreed that this could be facilitated via a group email exchange. In order to do this, a dedicated RTC email group would be created and the relevant proposal would be emailed around for final approval by the HSHAZ Steering Group.

The date of the next full meeting would be held on Wednesday, 20 May 2020 at 12 midday and held via the Zoom video meeting facility.



**NOTES OF RYDE HIGH STREET HERITAGE ACTION ZONE STEERING GROUP**  
**MEETING HELD ON WEDNESDAY, 20 MAY 2020 AT 2.00PM**  
**VIA THE 'ZOOM' VIDEO COMMUNICATIONS FACILITY**

Present: Cllr Phil Jordan (RTC - Chair), Jon Baker (RTC), Rob Lloyd-Sweet (HE), Cllr Malcolm Ross (RTC), Paul Thomas (IWC), Zoey Thompson (RBS) Chris Turvey (RTC), and Abi Wheeler (RA)

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## **22/20 WELCOME AND INTRODUCTIONS**

All present welcomed Paul Thomas from the Isle of Wight Council (IWC) who would be taking over from Chris Ashman in the long term as the IWC's representative and provide support with regard to the HSHAZ Projects.

## **23/20 APOLOGIES**

Apologies were received from Chris Ashman (IWC) and Marion Brinton (HE)

## **24/20 NOTES OF LAST MEETING - UPDATES / ACTIONS**

The notes from the previous meeting held remotely via the ZOOM Facility on 29 April 2020 were reviewed and agreed:

### **DECISION**

That the notes to the meeting held on 29 April 2020 were agreed.

With regard to Cllrs Jordan and Ross being provided with access to the shared HSAZ folder on the Town Councils internal server, there had been a delay owing some IT issues. This would be resolved as a matter of urgency.

**ACTION – Chris and Jon to contact PC Consultants and ensure access is granted.**

## **25/20 UPDATE FROM INTERIM PROJECT OFFICERS**

The Group received updates on progress made from the two Project Officers:

### **i. Confirmation of the Community Project Brief**

The Charles Dimmick (Art and Horticulture) project brief was submitted to the Group for formal approval.

The project looked to meet two objectives of the HSAZ, Objective 7 - Community Engagement Plan (primary objective) and 4 - Civic Pride and Heritage Awareness (secondary objective).

The group noted with interest that the subject of the project, Charles Dimmick, grew up in 147 High Street and the involvement of Ryde's young people along with Network Ryde being based there now was a good selling point.

Most of the costings were based on the aluminium panels being of a standard size of 3 x 2mm 2.5m x 1.25m and an artist being commissioned for a period of 16 days at £250 per day. The total cost of the project would be within the Groups spending limits, being in the region of £8800. There should however be some costings for marketing the tender also included.

Any work with regard to fixings of panels to the wall at the rear of Anglesea Square would need to be done after consultation with the IWC's Principal Conservation Officer in order to ensure there was no violation of regulations. If that were to be the case then the panels could be free standing or affixed to benches. Artists could also be employed as couples who would provide back up for one another as and when required.

The IWC's Director of Regeneration should also be involved in seeing any applications for the tender, which would be done as an opened invitation via local press and relevant publications.

Subject to the marketing costs being confirmed, the Group was happy to approve the project.

**DECISION - Community Project Brief (Charles Dimmick - Art and Horticulture Project is approved)**

**ACTION – Abi to expedite project and report back on progress as and when required.**

- ii. Consider Pedestrian Zone Project to Action (Inspired by 'look up, look down' project Croydon).

The group discussed ideas on how to address the High Street Pedestrianisation Zone. One area of inspiration was the Ground Art works for Croydon Council carried out in 2018. Whilst they were designs to highlight road safety measures, such designs could be used in a similar way to encourage social distancing during the Covid 19 Pandemic in a more sympathetic way to the standard designs.

Local artists could be involved as well as the towns young people and the message of Ryde being a welcoming place that was ready for reopening for business should be adopted. Street furniture was also discussed with planters of various designs and colours. Cycle racks also need to be placed in more prominent places to encourage cyclists into town to use its shops and businesses.

Any plans should also include consultation with the public as well Ryde Business Association and Island Roads.

**ACTION – Zoe to put together a Project Brief and map to identify areas to be addressed and circulate to the Group for consideration.**

iii. Placemaking:

An overview on a method of working on some of the larger elements of the HSAZ Project was provided with a Bristol based scheme called Future Perfect supplying ideas and inspiration for a similar venture in Ryde.

Future Perfect is a programme of public art commissions for a residential area in south Bristol and was commissioned by Bristol City Council and funded through a Neighbourhood Partnership. The programme was part of a large-scale regeneration scheme spearheaded by the Council to lessen any effects caused by development.

One element of the project was a patterned path (Nils Norman's Path) that was made of coloured tiles providing improved access for pedestrians and wheelchair users. Such a venture could fit well with the Pedestrianisation of the High Street and could involve linking Minghella Square and Anglesea Street Square near the Co-Op supermarket.

The Future Perfect curator had been approached and costings of around £10k had been suggested. Again, involvement from the local community would be encouraged. It was also suggested that involving artists from off the Island may be an option in order to generate different ideas.

**ACTION – Abi and Zoe to put together a brief and circulate for consideration.**

iv. Cultural Consortium Pilot fund.

The Covid 19 crises has had a significant impact on Ryde, with many events being abandoned, however grant funding of £10K was still a possibility.

Now that Ryde Carnival had been cancelled for 2020, it and Shade Makers had been approached with a view to holding a 'static carnival', where Ryde shops and businesses in the main High Street could be transformed into having illuminated displays in their front windows for people to enjoy whilst walking through the town.

Business and shop owners would be encouraged to be involved and the spirit of Ryde Carnival season could be retained in some way, whilst social distancing measures remained in place.

Ryde Carnival had already indicated that they would be happy to do research on the idea and provide assistance along with Shademakers and any progress can be reported back to a future meeting.

The Chair stated that providing the funding could be secured, the project could begin.

**ACTION – Abi and Zowie to report back on progress at the next meeting.**

## **26/20 STAKEHOLDERS GROUP – UPDATE ON STATUS**

The Group was advised that this was progressing and all relevant contact details were being collated and added to the list. It was however important that access to the folder be made available to both RTC Councillors in order for them to be able to view any progress.

Any documents within the folder could also be emailed to the IWC's Director of Neighbourhoods if required.

## **27/20 HERITAGE HIGH STREET – NEXT STEPS**

It was suggested that the IWC's Principal Conservation Officer be invited to the next HSAZ Steering Group meeting in order to advise on potential planning and regulatory implications with regard to the Shop Front Design project (and any other HSHAZ Projects).

### **ACTION – Chris to invite Lee Byrne to the next HSHAZ SG Meeting**

It was noted that the Newport HSAZ was up and running and was subject to a Supplementary Planning Document, although the IWC's Assistant Director of Regeneration was confident that there would be no major issues with either town and that the IWC recognised the importance of getting shops up and running again.

The Group acknowledged that there was some healthy rivalry between Ryde Town Council and Newport and Carisbrooke Community Council , but it was important that both established good communications for their own benefit in order to deliver the HSAZ successfully.

There had been some contributions from members of the public with regard to the Shop Front Design providing photographs and HE would be sharing these with architects for their comments. Ryde's HSAZ Project Officers would liaise with Newport and Carisbrooke Community Council's counterpart in order to share information and obtain ideas. There also needed to be some discussion with CycleWight and the IWC in order to take into account any cycle way issues.

### **ACTION – Zoe to contact Martin Gibson (Newport HSAZ) and report back on any progress and Malcolm to contact Will Ainslie (CycleWight) and Kayleigh Richter (IWC) with regard to cycle ways.**

With regard to the Memorandum of Understanding (MoU), this still needed expediting as a matter of urgency. The MoU had been drafted and it now needed to be signed.

## **28/20 IMPLICATIONS OF COVID 19 MEASURES**

The Covid 19 pandemic was continuing to present challenges for the HSAZ projects and the town as a whole and it was important that any changes to regulations were communicated to RTC from the IWC so any projects can be properly planned and implemented with social distancing being taken into account.

The IWC was looking to put a Covid 19 Task Force together to address issues and it was important that RTC had input into any plans and developments. The Task



Force was likely to be set up in the next week or so and RTC should be made aware of any plans to address social distancing as soon as they can.

The Project Officers would provide a list of what was required urgently so projects could be progressed and the town would be ready Post Covid. Union Street Pavement widening would be one area that needed to be addressed with temporary barriers and the removal of some car parking spaces as well as the main High Street. Any parking restrictions would need to be made in conjunction the IWC with relevant Temporary Parking Orders (TRO's) raised.

**ACTION – Zoe to compile aspirational list to identify safe spaces and send to IWC in order to assist with raising TRO's.**

## **29/20 PEDESTRIANISATION OF HIGH STREET STATUS**

The Chair advised the Group that RTC was still experiencing a lot of problems with Island Roads with regard to the pedestrianisation of the High Street between Garfield Road and Star Street.

The traffic order was approved via an IWC Cabinet Member delegated decision at the start of the year and relevant signage had been purchased. However, the Cabinet Member was for some reason requesting more evidence in order to proceed with the matter and has stated that the job needed to be on the IWC Scheme of Highways Works. This was not acceptable to RTC and it would continue to argue the case for urgency until a satisfactory conclusion was reached.

In order for any Covid 19 restrictions to be put in place, the High Street needed to be free of any parked or moving vehicles (other than emergency and deliveries). The Police had also expressed their concerns that social distancing in this part of town was very problematic as things stood.

The Group agreed that the need for the pedestrianisation of the High Street was even more crucial in light of the current climate.

**ACTION – Chris and Phil to continue to push for the works to be carried out as a matter of urgency with any progress reported back as soon as possible.**

## **30/20 DATE OF NEXT MEETING**

The date of the next meeting would be held on 24 June 2020 at 2.00pm via the Zoom video meeting facility.



**NOTES OF RYDE HIGH STREET HERITAGE ACTION ZONE STEERING GROUP**  
**MEETING HELD ON WEDNESDAY, 24 JUNE 2020 AT 2.00PM**  
**VIA THE 'ZOOM' VIDEO COMMUNICATIONS FACILITY**

Present: Cllr Phil Jordan (RTC - Chair), Jon Baker (RTC), Marion Brinton (HE), Lee Byrne (IWC), Mike Fitt (RS), Ann Pearson (RS), Rob Lloyd-Sweet (HE), Cllr Malcolm Ross (RTC), Paul Thomas (IWC), Zoey Thompson (RTC) Chris Turvey (RTC), and Abi Wheeler (RTC)

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## **32/20 WELCOME AND INTRODUCTIONS**

All present welcomed Lee Byrne from the Isle of Wight Council (IWC) and Ann Pearson and Mike Fitt from Ryde Society who would be involved in discussions around the forming of the HSHAZ Stakeholder Group.

## **33/20 APOLOGIES**

None

## **34/20 NOTES OF LAST MEETING - UPDATES / ACTIONS**

The notes from the previous meeting held remotely via the ZOOM Facility on 20 May 2020 were reviewed and agreed:

### **DECISION**

That the notes to the meeting held on 20 May 2020 were agreed.

With regard to the action around PC Consultants and ensure access is granted to relevant councillors and the newly appointed HSHAZ Project Manager, this had been addressed and new hardware had been issued to the HSHAZ Manager.

The action relating to the Chair and Planning Clerk pushing for the works on the pedestrianisation of the lower high street to be carried out as a matter of urgency was still a cause of great frustration. Island Roads (IR) had advised through the IWC that this had been delayed due to their involvement in putting Covid 19 measures in place around the Islands main towns.

The Chair however reminded the IWC's Assistant Director of Regeneration that the pedestrianisation was an integral part of the town's compliance with Covid guidelines and that without the prohibition of vehicles entering and parking, such fulfilment of these measures would be very difficult to enforce.

It was also noted that as of 4 July 2020, the Cinema and Bingo complex in Star Street would re-open and patrons who had used the Upper High Street to park their vehicles would need to be made aware from the outset that this was no longer possible and therefore be given sufficient time to find alternative arrangements from the outset.

The IWC's Assistant Director of Regeneration would be provided with all the details around the delay and chase for the matter to be made a high priority and concluded as a matter of urgency.

*ACTION – Chris Turvey to provide Paul Thomas with details and Paul to ensure that the matter is prioritised and concluded.*

## **35/20 STAKEHOLDER GROUP MEMBERSHIP**

There was a large number of local interested parties and organisations within Ryde that were very keen to provide opinions and input on the HSHAZ Project and be involved in its progress throughout.

The HSAZ Project Officers advised that a Ryde HSHAZ Community Stakeholder Forum would be established, meeting three times a year with identified members that represent each of the stakeholder groups. The role of the forum would be consultancy and decision-making board, feeding into the Ryde HSHAZ project.

Each representative would communicate information between the HSHAZ Steering Group and their representative groups.

The Community Stakeholder Forum would comprise of at least one member from each of the following groups:

- Youth
- Community services
- Community Accessibility
- Environment (built)
- Environment (natural)
- Business
- Heritage & Skills
- Arts

A document that set out the process was compiled by the Project Officers and would be sent to all members of the Steering Group following the meeting.

The newly appointed HSHAZ Project Manager advised that she had a lot of experience in setting up such groups and advised that there was a good foundation to move forward in establishing the forum.

*ACTION – Zoe to send Community Stakeholder Forum proposals document to all*

Two members of Ryde Society (RS), a key stakeholder, were invited to the Steering Group meeting in order to clarify their involvement in the HSHAZ Project as well as assess and appraise their qualities and seek their advice on what they could offer the HSAZ initiative.

RS advised that there were two areas in which they felt they had particular strengths in. One was Heritage and Planning issues and the other being around ecological matters such as greening key areas of the Town.

Mike Fitt had been involved in many areas of green initiatives across the country with a wealth of experience involved in London Parks at Director level. His London in Bloom involvement had been a key aspect on the now well established Ryde in Bloom event. He had also been involved in establishing a group of volunteers during the Covid 19 pandemic to plant flowers around the town and keep it looking attractive and welcoming. Moving forward he was looking to set up a Greening Forum in order to develop further greening plans and projects for the town which would complement the HSHAZ Project.

Both members of RS agreed that there was no more clarity on their role and was looking forward to being involved in the Stakeholder Group.

It was noted that whilst there would be scheduled Forum Meetings, there may also be a need to set up sub Action Groups from time to time in order to address and focus on expediting specific projects.

### **36/20 UPDATE FROM INTERIM PROJECT OFFICERS**

The Group was advised that the agreed Charles Dimmick (Art and Horticulture) Community Project was progressing well. An artist with a good background had been commissioned following an advertising process in the local media and had met with Network Ryde. The Virtual Youth Club had been utilised to engage with children and Ryde Academy had also been contacted with vulnerable children being involved. In total there were 20-24 children from Ryde Academy, eight from Network Ryde and three home tutored all involved in the project.

Contract finalising would be concluded soon and there needed to be clarity in how contract and project costs would be paid. The IWC had previously stated that they would be willing to offer their accountancy services and any invoices would need to be sent to them. There were a number of project materials that needed to be ordered, all fairly minor in cost, but integral to the project progressing and these needed to be paid promptly. The IWC Assistant Director of Regeneration agreed that this needed to be looked at but did state that in light of the current economic climate, speed could not be guaranteed. IWC Accountants were in the process of analysing all areas of spend in order to identify savings in light of any Covid 19 impact.

The Chair expressed some concerns around any possible impact of Covid and advised that Steering Group that a delegation of RTC officers and councillors would be meeting online with the Leader of the IWC in order to discuss a range of matters, one being HSHAZ funding. Any outcomes would be reported back to the next Steering Group meeting.

With regard to the Memorandum of Understanding, it was noted that this still needed signing and signatures needed to be from RTC and the IWC.

At the conclusion of the debate, the HE Places Advisor (SE England) advised that each project needed to be measured for its success with questions set at the start asking what outcomes are expected and at its conclusion, where they met satisfactorily.

### **37/20 HERITAGE HIGH STREET – NEXT STEPS**

The HSHAZ Project Manager had been sent the spreadsheet on spend and Shop Front Design Code was highlighted as a priority.

The IWC's Principal Conservation Officer advised that with regard to any regulatory matters, he was very happy to advise on what was and was not permitted with regard to any alterations to buildings as well as any other areas of HSHAZ project work and would attend any relevant future meetings in order to feed into the process as well as answer questions and address any concerns.

It was suggested that the HSHAZ Project manager could liaise with the IWC's Principal Conservation Officer on a regular basis in order to address any enforcement and regulatory issues.

<i>ACTION – Sally Thompson to liaise with Lee Byrne as and when required.</i>
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The HSHAZ Project Officers advised that the photographic study of shop front design was in the process of being initiated and would pose little if any cost. A project brief would be emailed around to members of the Steering Group for formal approval.

ACTION – Zoe to send project brief to Members of Steering Group for approval.
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### **38/20 COVID 19 SOCIAL DISTANCING MEASURES / PEDESTRIANISATION UPDATE**

Following the first set of Covid Social Distancing measures being implemented in the Upper High Street, the IWC had sent its plans for Union Street to RTC which in turn had been sent to all RTC Councillors for comment.

All those that had responded had expressed their disapproval at the complete removal of parking to allow for wider walkways for pedestrians. There was a strong feeling that such measures would be highly damaging to the businesses within the street.

It was however noted that in light of the latest government measures to reduce social distancing from two to one meter, the proposals for Union Street were likely to be reviewed in and amended accordingly.

There was however some concern that the Esplanade, in particular east of the bus station had not been addressed. This had been an area of particular concern owing to some anti-social behaviour encouraged by many drinking alcohol as a result of the pop up take away bars.

### **39/20 DATE OF NEXT MEETING**

The date of the next meeting would be held on 22 July 2020 at 2.00pm via the Zoom video meeting facility.