

*Draft minutes to be approved at the next Task Force Board meeting on 14<sup>th</sup> October 2011*

## Cheltenham Development Task Force Board Meeting

**Friday 15<sup>th</sup> July 2011 - 2.00 – 4:15pm**  
**Pittville Room, Municipal offices, Cheltenham**

### Open Minutes of meeting

- Present:** Graham Garbutt (Independent Chair)  
 Stephen Clarke  
 Tim Cooper  
 Robert Duncan  
 Chas Fellows (left at 4pm)  
 Sarah Irvine (left at 3:30pm)  
 Antonia Noble (left at 3:15pm)  
 David Oldham  
 Michael Ratcliffe  
 John Rawson  
 Nigel Riglar (replaced by Simon Excell at 3pm)  
 Bernice Thomson  
 Andrew Willetts
- Other:** Steve Jordan – CBC Leader of Council  
 Amanda Lawson-Smith – GCC Principal Transport Planning Officer  
 Jeremy Williamson (Managing Director)  
 Paul Jones – CBC Head of Financial Services (for item 46/11 and 48/11)  
 Donna McFarlane – Solicitor (OneLegal) (for item 46/11)  
 James Petherick – GVA (for item 46/11)  
 Wilf Tomaney

No.	Item	Action
	The Chair welcomed Dorian Wragg as a new member to the Task Force, though Dorian was unable to make the meeting due to leave commitments. Congratulations were also conveyed to Diane Savory for having been made Chair of the Local Enterprise Partnership (LEP).	
<b>38/11</b>	<b>Apologies:</b> Members – Dorian Wragg, Diane Savory, Tony Bray, Andrew Vines, Andrew North & attendees Mark Sheldon (sub Paul Jones)	All
<b>39/11</b>	<b>Declarations of Interest</b> – none declared.	All
<b>40/11</b>	<b>Minutes of previous meeting (08 04 11)</b> The minutes were approved for accuracy and content.	
<b>41/11</b>	<b>Action Matrix and Matters Arising</b> It was noted from the minutes previously circulated that almost all actions had either been completed or were on the agenda for further consideration. Items requiring feedback were: 25/11 Ultra Light Rail – A Lawson-Smith had arranged a mtg for 28 <sup>th</sup> July 2011 The Chair asked if there had been any further news regarding the InterReg bid, but to date there had been no feedback. 27/11 OJEU CABE involvement. J Williamson reported that W Tomaney had explored the issues with CABE but awaiting legal confirmation over role. Critical that CBC not seen to be changing the evaluation approach at this stage. 32/11 Accountabilities group – N Riglar noted that whilst GCC had not been present, they had rung into the meeting and he had seen all associated papers. 33/11 Communication group – external visit. J Williamson confirmed that he had met with Michael Ratcliffe at the Chamber and a date of 21 <sup>st</sup> or 22 <sup>nd</sup>	All

	<p>September identified for a visit to Southgate, Bath thanks to an offer by Simon Pullen – General manager at Southgate. <b>Action: Members were asked to identify a preferred date to J Williamson by 20<sup>th</sup> July 2011.</b></p> <p>Under the 'confidential' minutes the Chair asked for it to be noted that those members of the Task Force involved in the bidding process for North Place &amp; Portland Street sites were still operating under the same protocols and accountabilities. The need for complete confidentiality of the forthcoming debate (under item 46/11) was also stressed.</p>	
42/11	<p><b>Confirmation of Confidentiality of Items</b></p> <p>Unanimously agreed.</p>	
43/11	<p><b>A report on the first year of operation</b></p> <p>J Williamson noted that this document was for information and had been produced and forwarded to the SWRDA (and HCA) as part of the funding agreement for the Task Force.</p> <p>The document had been well received. Although SWRDA would be winding down operations, HCA continued to hold quarterly mtgs with CBC at which regular updates on Task Force activity were provided. However, the Chair felt it would be helpful if a routine update report could be timetabled annually for record purposes.</p>	JW
44/11	<p><b>Local Enterprise partnership – update</b></p> <p>Nigel Riglar updated. Key items were:-</p> <ul style="list-style-type: none"> <li>• Board now in place and non-executives appointed. Business Plan to be signed off in September. Suggested a 'standard item' be put on agenda for LEP update;</li> <li>• Submission of Enterprise Zone bid. The results for which were anticipated prior to Parliamentary recess.</li> </ul>	
45/11	<p><b>Local Sustainable transport Fund Bid</b></p> <p>A Lawson-Smith provided a tabled briefing paper for members. Key points arising from the unsuccessful bid were:-</p> <ul style="list-style-type: none"> <li>• that Ministers would like to invite GCC to resubmit their bid in tranche 2 by 24 February for a decision by May 2012;</li> <li>• the focus on the sustainable transport corridor between Cheltenham and Gloucester was well received, but the contribution to tackling congestion, the regeneration of Gloucester, and the vacant employment and retail space in Cheltenham, needs to be clarified;</li> <li>• it was said to be unclear how the proposed closure of Boots corner to vehicles would impact on congestion. The Dft would be happy to provide further feedback and advice – A Lawson-Smith hoped to have a new bid finalised by then;</li> <li>• a mtg with Cabinet members would take place on Monday, 18th July to discuss the closure of Boots Corner being a sticking point, and how GCC will deal with the impact on Cheltenham.</li> </ul> <p>J Williamson and the Chair had met with Martin Horwood (MP for Cheltenham) who had offered to arrange a mtg with the Minister once Dft feedback received. Mindful of impact on Brewery Phase 2 – NFU have Board approval to progress to Planning but are now having doubts about investment.</p> <p>J Rawson was keen GCC resubmit their bid. He believed they had a strong case and should be able to regain momentum. N Riglar felt the County wanted to reflect on its position and may not resubmit the same bid as previously due to resource issues. Anticipating written feedback within two weeks. <b>Agreed: A Lawson-Smith to initially take County members' views before mapping out next stages with the MP and members of the Task Force in September.</b></p>	ALS
	<p>The public part of the meeting concluded at this point.</p>	