

Cheltenham Development Task Force Board Meeting

70/14 (i)

Friday 4th July 2014 - 2.00pm – 4:00 pm
Pittville Room, Municipal offices, Cheltenham

Open Minutes of meeting

Present: Graham Garbutt (Independent Chair)
Stephen Clarke
Cllr Will Windsor-Clive
Bernice Thomson
Robert Duncan
Michael Ratcliffe
Cllr Steve Jordan
Cllr Andrew McKinlay (arrived at 2:35pm)
Cllr Chris Nelson
Andrew North
David Oldham

Other: Jeremy Williamson
Richard Cornell
David Roberts
Howard Barber
Andrew Hieron

No.	Item	Action
46/14	<p>Apologies: Simon Excell, Dorian Wragg, Diane Savory, Chris Riley, Ross Simmonds, Amanda Lawson-Smith, Sarah Pullen, Jeff Brinley, Wilf Tomaney, Mark Sheldon, Tracey Crews & Cllr Verson Smith.</p> <p>The Chair welcomed Cllr Chris Nelson, replacing Cllr Rob Garnham as the Conservative representative following the May Elections, and Jessie Jones, Landscape Assistant working with Howard Barber on project work currently in hand.</p>	
47/14	<p>Declarations of Interest – Cllr W-C confirmed the same declarations of interest as recorded at the last Board meeting (11/04/14) - as he was a sponsor for projects under item 53/14 - GLTB.</p>	
48/14	<p>Minutes of previous meeting / Matters Arising The minutes of the last meeting (11/04/14) were approved as an accurate record conditional to the following correction:</p> <p>Page 4 (item 38/14) - Confidential minutes: it was a £1.95M bid that had not been secured, not £9.95M as stated.</p> <p>In terms of Matters Arising - keeping a history of 'lessons learnt' referred to on page 2 (item 28/14) of the Open Minutes – was something the Chair wanted to link to discussion under item 56/14 in relation to the mid-term review of the Business Plan.</p>	

	<p>Page 1 (item 34/14) – Confidential Minutes – mentioned the date the TRO recommendation was anticipated by as June / early July. It was now more likely to be the Autumn 2014.</p> <p>Page 3 (item 35/14) – Brewery Phase 2 update – the build progress was looking to start at the beginning of Quarter 3. It would now be Quarter 4 (September).</p>	
<p>49/14</p>	<p>Action Matrix and Matters Arising Items were either actioned, on the agenda or updated as follows:</p> <p>38/14 – GLTB JW and AN had spoken with representatives of the rail industry at the previous week's conference which they both attended.</p> <p>39/14 – Public Realm At the last meeting at the end of May the condition of the footpath outside 131 The Promenade following building works was raised. AH was unable to clarify what action Gloucestershire Highways had potentially agreed, he confirmed it was not programmed work, but believed it may fall under defect works. RD felt the contractors should be pressed to pay for the necessary reinstatement. The Chair believed it to be a liability issue, encouraging relevant parties to resolve the matter as soon as possible.</p>	
<p>55/14</p>	<p>High Street characterisation study <i>(taken prior to scheduled item (54/14) as HB needed to present an item at Licensing Committee)</i> HB circulated copies of a draft document he was currently producing, on which he planned to consult with both officers and Task Force members. The purpose of the document was to assist in the assessment and prioritisation of public realm improvement and linkages to both maintenance and proposed development. HB had split the high Street into seven zones:</p> <ul style="list-style-type: none"> • HS1 - West End, • HS2 - St George's Square, • HS3 - High Street West, • HS4 - Boots Corner (Central), • HS5 - High Street East, • HS6 – Cambray / High Street • HS7 – The Strand <p>Part of the work to date had been to look at the physical nature and access requirements of the seven zones. He was also looking at key drivers, aspirations and opportunities to upgrade the street scenes in those areas in a co-ordinated way, and as funds become available – potentially linked to development, maintenance or wider schemes such as the Cheltenham Transport Plan.</p>	

	<p>In response to the Chair's query regarding the methodology being used for the next stage of the process, HB stressed that in order to get the right focus on future project work he needed consensus buy-in from the Board members. The Chair suggested however that the next stage should be for each area to be looked at for potential investment / community opportunities on which mini-briefs be formed in order to help focus the consultation process.</p> <p>HB wanted the works between Pittville St and Winchcombe St this summer to act as the benchmark and consensus on the nature and quality of the public realm. JW noted the need for a design to overcome slabs being cracked from vehicle traffic during deliveries. AN suggested possibly revisiting the palette of materials and colours that WT had previously agreed with the County to create unity of design. HB would work with the County to ensure all the different elements match and were of the highest possible quality, although it was a balance between durability and appropriateness of materials. HB hoped to carry on working with GCC on future schemes and pull money in from large developments taking place in the vicinity.</p> <p>HB took on board comments raised by SC regarding the grouping of destinations at both ends of the HS1 zone, and from the Chair about connectivity within that zone. JW highlighted that the Blackrock related works shown in HB's document for the Beechwood Arcade was from a previously approved scheme; now dormant.</p> <p>HB was asked to work out a programme of potential works and circulate key information in terms of potential investors coming in to the area, to assist the prioritisation process before bringing back a further report in October. Feedback from the Board members was requested by the end of July. HB's contact details would be emailed to Board members after the meeting.</p>	<p>HB ALL JW</p>
<p>50/14</p>	<p>Confirmation of confidentiality of items Items agreed. AN asked if the Department for Communities and Local Government Select Committee's visit the following Monday (7th July) could be raised before the confidential items on the agenda. BT also asked to raise an issue around the current Housing Policy under AoB.</p>	
<p>Matters for Information</p>		
<p>51/14</p>	<p>Local Enterprise Partnership</p> <ul style="list-style-type: none"> • Strategic Economic Plan, GILF, etc Cllr SJ explained how the SEP was put together by the end of March, and that a final outcome was anticipated the following Monday (7th July) as to what the Government had negotiated to fund. A Ministerial visit was therefore expected on 7th July together with good news about hopefully receiving full funding. • Gfirst LEP 3rd annual review Cllr SJ highlighted the above-mentioned review had taken place at Staverton airport. 	<p>Cllr A McK arrived 2:35pm</p>

<p>52/14</p>	<p>Wider Matters</p> <ul style="list-style-type: none"> • JCS Cllr SJ explained how the Stroud Plan had been through an official inspection phase. MRe confirmed Stroud had opted to defer. The 2011 Census was being used to update population figures and potential impacts. The Cambridge Centre for Housing & Planning Research had been employed to convert figures in to housing numbers but the impacts were limited. Prior to consideration by the Secretary of State further clarity regarding population figures will need to be actioned. MRe stated that the focus had been entirely upon the assessment of housing need. The employment land quantum was not being looked at presently. Cllr CN questioned whether traffic modelling was the last remaining element, however MRe did not know the current position. Cllr CN also commented that if things continue to be delayed, residents wouldn't have chance to comment. Cllr SJ explained that as yet nothing was yet site specific. • J10 AH explained how Skanska, whom the County had appointed to work on the project had a successful public open day at the Gloucester Old Spot pub in March. The June start date had been delayed to mid September / early October 2014; with a target to finish in October 2015. The M5 would continue to operate during that period with reduced lanes. Weekend closures had yet to be established. The A4019 would remain open albeit with new speed limits. 	
<p>53/14</p>	<p>Gloucestershire Local Transport Body – update on Cheltenham Spa Railway Station bid</p> <p>JW explained that there were on-gong negotiations between First Great Western and National Rail, and that funding was still available through 'Access for All' and the national station Improvement programme. The deadline for drafting an update by was 31st July. The progression of this scheme fitted well with the GCC LTP3 proposals which had picked up a greter strategic emphasis on railways. In parallel to the bid was a complaint regarding the decision making process of scoring which Martin Horwood MP was leading on. Noted that AN and JW spoke at the FGW Conference about this bid. In response to a query SC raised, JW explained that additional platforms had currently been removed in exchange for passive provision, however given the fact that passenger numbers will exceed 2m imminently the station capacity remained a longer term issue.</p>	
<p>Matters for consideration</p>		

<p>54/14</p>	<p>Task Force Membership JW updated as follows</p> <ul style="list-style-type: none"> • item 2.3 JW apologised to Cllr CN who had replaced Rob Garnham on the Board, not Cllr Duncan Smith as stated. • item 2.1 the deficiency in design skills on the Board was being addressed by Joyce Clifford, an Architect with the company Quatro in Gloucester having confirmed she would be willing to be involved in the Task Force from October. • item 2.4 JW prompted the Board to consider a suitable replacement for Sarah Pullen whose work commitments mean she could no longer sustain her position on the Task Force. JW was therefore seeking suggestions for someone with a Communications / Public Relations background to replace those skills on the Board. <p>In the meantime the Chair would write to both Rob Garnham and Sarah Pullen thanking them for their contributions to the Task Force.</p>	<p>ALL JW/GG</p>
<p>56/14</p>	<p>Lessons learned from projects to date The Chair felt it would be useful to carry out a 'lessons learnt' exercise. This could coincide with a review of the Task Force 3 year Business Plan. SC believed it was necessary to look 25 to 50 years ahead at what's in the longer term framework. Cllr CN felt the same timeframe as the JCS (ie: 15 years) was appropriate. AN stressed the need to continually look for funding opportunities, and the usefulness of having schemes in readiness to draw upon.</p> <p>In addition to RD, AN, MRa, JW, GG and SC, further volunteers were asked to contact JW direct.</p> <p>MRa also raised possible linkages to the new Leisure & Culture Trust. He also suggested that Jo Stringer be considered as a new Board member having previously had significant marketing experience in Singapore. Cllr CN felt that through the Council's Commissioning of the Leisure & Culture Trust, Cheltenham should be seen as a world class place to live, highlighting the number of synergies between the two areas.</p>	<p>ALL</p>
<p>Addional item</p>	<p>Department for Communities and Local Government Select Committee's visit - Monday (7th July) AN explained the focus for this visit would be consideration of the National Planning Policy Framework and the JCS sites. Additionally a tour around Cheltenham had been requested, which JW would lead upon as a good opportunity to showcase what had been achieved and identify any barriers that existed. Those involved would be JW, MRa, RD, Cllr SJ. JW had prepared a presentation highlighting the challenges and new opportunities. JW noted that all the sites dealt with by the Task force were brownfield so less contentious than greenfield.</p>	
<p>Confidential items</p>		

The public part of the meeting concluded at this point