

Cheltenham Development Task Force Board Meeting

Item 73/16 (i)

Friday 15th July 2016 - 2.00pm – 5:45 pm
Pittville Room, Municipal offices, Cheltenham

Open Minutes of meeting

Present: Stephen Clarke (sub for Independent Chair)
Cllr Andrew McKinlay
Cllr Paul Baker
Cllr Chris Nelson
Cllr Vernon Smith
Simon Excell
Michael Ratcliffe
Robert Duncan
Bernice Thomson
Rosaline Andrews
Dorian Wragg
Mark Parker
Tim Atkins
Diane Savory

Other: Jeremy Williamson
Cllr Steve Jordan
Scott Tompkins

No.	Item	Action
47/16	Apologies: Graham Garbutt, Cllr Nigel Moor, Ross Simmonds, Tracey Crews, Mark Sheldon, Matt Ayres, David Roberts, Chris Riley, Wilf Tomaney, Jeff Brinley, Joyce Clifford & Mike Redman. The chair welcomed Tim Atkins and Paul Baker.	
48/16	Declarations of Interest: SE confirmed declaration of interest as sponsor of GLTB projects but noted that these were now managed as part of the growth fund by the LEP; and also in relation to the TRO issues.	
49/16	Minutes of previous meeting 15/04/16 <ul style="list-style-type: none">Open minutes – issues of accuracy: Page 6 (bullet point 2) – St James' Square should read St George's Square, but otherwise approved as accurate.Confidential minutes – approved as accurate.	
50/16	Action Matrix and Matters Arising Item 30/16 Public Realm – 459 High St – derelict property on land earmarked for future road scheme. SE confirmed on 29 th June GCC took a Council decision to remove the property from the Highways Register. MP explained CBC & GCC had jointly marketed the site and had received offers. JW noted the opportunity to secure a stairwell connection to the Honeyborne Line. MC stressed the need to talk with planners about the scheme. BT was pleased that an aspiration from the Lower High Street consultation may get implemented and encouraged further local involvement via consultation. All other items were either actioned or on the agenda for discussion.	

51/16	<p>Confirmation of confidentiality of items As proposed.</p>	
Matters for information		
52/16	<p>Wider matters:</p> <ul style="list-style-type: none"> • Cheltenham BID update SJ reported that 72% of local businesses voted in favour so the BID was going ahead with financial contributions starting from the 1st August and the income going to the BID Company. A plan would be brought to the Task Force on a regular basis providing an update on what activities were either planned or taking place. Cllr AMcK stressed that now the BID was up and running he wished to consult on the future of the Late Night Levy by March 2017. 	
	<ul style="list-style-type: none"> • Joint Core Strategy SJ explained that examination was still in process. Due to the Inspector's thoroughness timescales had been extended from two phases to four. The Inspector's interim report had been published <ul style="list-style-type: none"> • accepting key methods of calculating the population but wanting 5% uplift on affordable housing; • challenging the scale of development in Leckhampton and North West Cheltenham, and • supporting the West Cheltenham phase 1 proposal but less keen on phase 2. <p>CBC was not convinced about adding 5% to housing numbers as it would not necessarily create more affordable housing. A key requirement was to have a 5 year housing supply so recalculating housing trajectories was occurring. The Inspector had mooted some new sites in relation to the Highways Transport section of the JCS, and had agreed with SE's team for some more modelling to be done for feedback later in the process. Following further public sessions, the 3 Councils will consider proposed amendments in October before a modified JCS goes out to formal statutory consultation for 6 weeks before final consideration and ministerial approval.</p>	
	<ul style="list-style-type: none"> • Growth Fund 3 DS confirmed that further funding was available to the County, for which a very competitive bid process was in place, and had been well received by the Parliamentary Under-Secretary. The Cyber Business Park, West Cheltenham project being led by TA/JW were in the top 3 bids and had been well received at central government. TA, JW and GFirst LEP had been jointly working to scope the project which linked to the JCS. Positive feedback had been received from other government officers as well as the local MP. The Cyber Business Park bid for infrastructure for future cyber security employment growth was critical to the future retention of GCHQ. The main challenge was that the value of GFirst LEP supported bids may well far exceed any funding available. It would not be announced which projects had been approved until the Autumn Statement. 	3:00pm Cllr VS left

	<ul style="list-style-type: none"> • Cheltenham Plan MC explained that until the JCS had finalised it was difficult to progress the Local Plan, but it was hoped that consultation would take place in September looking at sites that would feed into the plan. Cllr SJ highlighted that every effort would be made to synchronise feedback from consultation on the Local Plan with the final consultation on the JCS before consultation on the combined Local Plan/JCS process takes place. 	
	<ul style="list-style-type: none"> • J10 – Large Local Major Transport Schemes (LLMTS) SE reported Government had announced £475M for the LLMTS bids. GCC would put forward the M5/J10 scheme so needed to finalise a £1M bid for an outline business case with their consultant's by 28th July. The whole scheme bid would be for funding up to £20M. In response to Cllr CN's query about sufficient activity to justify expansion of the junction, SE confirmed further growth anticipated via JCS and this was to be modelled, via the new Saturn model to determine whether there was a business case for an expanded junction. SE would keep the Task Force informed about the process. <p>A proposed letter of support from the Task Force to the LEP for this LLMTS bid was circulated for comment and would be forwarded post meeting. JW had already secured other letters of support for this bid from Alex Chalk MP and CBC.</p>	<p>Chair/ JW</p>
<p>53/16</p>	<p>Lower High Street – update</p> <ul style="list-style-type: none"> • Public Realm - BT reported that funding from the DCLG had now been received so the 'men in sheds' project had come to fruition. A further funding bid had just been completed for the Tesco plastic bag levy, which if successful would mean a third 'pocket park' would be established between Henrietta Street and the car park. A proposal to put a rain garden in the layby used for parking would also come to fruition if funding can be found. • St George's Square - the guardrails had been removed, thanks to action by GCC opening up the street view; next targeted phase of removal was Ambrose Street by the pedestrian crossing. • Disused toilet block– on the agenda 57/16 • Parking and unloading – University students had been undertaking further research. Parking still occurring on 'zig-zags' as only the Police could enforce, not traffic wardens. As a result it was not routinely dealt with and caused problems for businesses in Lower High Street where there is nowhere for the owners to park their own vehicles. • Community items <ul style="list-style-type: none"> ▪ University of Gloucestershire has secured funding for a research masters student project in October studying on-street drinking and off-licenses on Lower High Street. This could result in a <i>responsible off-license scheme</i> to be established and used as a model. The Civic Society was liaising with B.Thomson about the history of Lower High Street. 	

	<ul style="list-style-type: none"> ▪ Household waste disposal was still an issue in alleyways a couple of days prior to collection, but CBC public protection team was working with local residents to seek improvements. BT was hoping for community bins in this area, as although consultation was currently taking place that did not involve the town centre as kerbside recycling was not permissible. ▪ A new University project would be starting at the Resource Centre in 2017 engaging with people living above the shops. To be publicly launched later and hopefully secure use of Normandy House to promote. ▪ Minster related works - HB confirmed that tenders had gone out the previous day so anticipated starting works in 3 months' time. 	
<p>54/16</p>	<p>GCC Parking Consultation</p> <p>GCC's parking review team was currently analysing the 1,322 responses to the public consultation process in May. SE hoped most of CBC's concerns would be addressed and confirmed Cllr SJ had been invited to a meeting the following week when issues of concern would be fed back into the process. The scheme would be implemented in the Autumn.</p> <p>RD stressed concerns of employers and that further planned development in the town (eg Jessop Avenue) would only increase car parking pressure around that area so GCC needed to take a more objective view of the situation to avoid making things worse.</p> <p>Cllr AMcK chaired CBC's Member working group and was hoping to have a comprehensive car parking strategy for managing the council's car parks, and felt plans being made for implementation would be helpful to inform that debate.</p> <p>Cllr PB wanted to know if the County would still pursue the scheme despite opposition, but SE stressed not all feedback had been against but until the full analysis had been completed, he could not advise stakeholders of the proposed implementation.</p> <p>BT queried the potential for analysis work to be done in part, ie the town centre not but St Marks. SE explained that consultation was of the West End, Railway Station and Lansdown but that consultation did not have to be on the whole of that area. The County acknowledged an increase in station's use but were not trying to resolve that issue. Cllr SJ felt GCC should look at integrating on-street parking with off-street and emphasised the need to reinstate the county wide parking board that had ceased when GCC took back on-street parking.</p> <p>In response to query by Cllr CN as to whether Alex Chalk MP had been invited to the County's meeting JW believed Borough Ward Councillors and County Councillors in those districts would be involved, so cross party/county. TA felt there was an issue about Ward Councillors' interests and felt discussion from a more strategic / technical point of view would be helpful in piecing together CBC's car parking strategy.</p>	

	<p>JW highlighted that whilst the residents had a voice there was nobody acting on behalf of local businesses and that perhaps streets blighted by commuters need protecting, but not blanket implementation which was clearly a threat to commuters and by definition the economic vitality of the town.</p> <p>SC also felt there was need to synchronize this scheme with the station's own proposal to extend its parking facility.</p> <p>Action: SE to feedback that Borough Members want a more joined up approach to this piece of work moving forwards and potential re-instatement of a strategic parking board.</p>	SE
	Matters for consideration	3:30pm DS left
55/16	<p>Cheltenham Spa Station</p> <p>Alex Chalk MP had arranged a meet with Claire Perry – minister which JW attended to discuss issues around 'Access for All' funding which was pushing CBC's bid back to 2019. Assurances from the Minister/DfT had been given for the Cheltenham Access for All funding to be protected, and delivered within this control period.</p> <p>This meant that four components of the project remained funded with the National Station Improvement Project (NSIP) works for ticket office, retail etc being pushed into rail industry control period 6.</p> <p>Whilst funded, it is anticipated that the 70 space car parking element would not be delivered until late 2017 at the earliest; a challenge for the GCC parking review. Noted that a further meeting may be needed if the new minister has a change of view.</p> <p>All rail funding would be routed via Network Rail or Great Western Railway (GWR) so JW had recommended that sponsorship for the funding for the forecourt project (Growth Fund) should transfer from Task Force to GWR, as they were the only body capable of entering the funding agreement and delivering the project.</p> <p>GWR was in the process of updating the master plan and would hopefully report back to the TF at the next meeting. This masterplan would allow for both the funded 70 extra car spaces and a decked car park into the future, although currently unfunded.</p>	
56/16	<p>Internal Audit Report</p> <p>TA explained that an audit had been undertaken by Audit Cotswold of the work associated with the activities of the Task Force and that the Auditors report had provided a high assurance level of the necessary controls being in place. One area of risk exposure had been identified relating to governance and the need to review the Task Force Memorandum of Understanding and Operating Protocol.</p> <p>The report from TA suggested that a small task & finish group be established consisting of Task Force members, CBC and GCC partners to consider both documents but also the remit and operation of the Task Force moving forward. This provided a good opportunity to review the positive work of the Task Force and look at available resources to improve economic development through strengthening tourism and inward investment enabling the delivery of key sites such as West Cheltenham, Chelt Walk, North Place & the Municipal Offices.</p>	

	<p>Cllr CN suggested that the report be published as he felt it would help educate those who had a dim view of the Task Force. TA felt it was important to put the information in to the public domain. It was agreed that representation from the Borough & County Cabinets, business community and stakeholders be on the task & finish group.</p> <p>Action: TA/JW to consult with potential attendees and progress.</p>	TA/JW
57/16	<p>Telephone Kiosks on the High Street – background</p> <p>JW spoke to previously circulated document.</p> <p>Following discussion of the key issues he secured a mandate from the Task Force to engage with British Telecom to try to remove two seemingly redundant units from the front of the new Brewery; three from St George’s Square currently believed to be used for drug dealing, which would open up opportunities with the toilet block; one from Park Street which would assist with the delivery of a pocket park.</p> <p>Agreed: JW to progress.</p>	JW
Confidential items		

DRAFT