

**GLOUCESTER HERITAGE URBAN REGENERATION COMPANY LTD**

**MINUTES OF BUSINESS FORUM MEETING**

**Venue: Cory Room, British Waterways Museum, Gloucester**

**Monday 24<sup>th</sup> November 2008**

<b>Present</b>	<b>Business Forum - Board Members</b>	
	Michael Tallett-Williams (MTW)	GHURC Board Member (Chair)
	Mark Owen	GHURC Board Member
	Martin Seccombe	GHURC Board Member
<b>Present</b>	<b>Panel Members</b>	
	Angela Presdee (AP)	Neil Draper (ND)
	Chris Gabb (CG)	Paul Hopkins (PH)
	David Tate (DT)	Phil Hanman (PHa)
	Fred Reed (FR)	Roger Hanbury (RH)
	Geoff Day (GD)	Tony Markey (TM)
	Ian Simpson (IS)	
<b>GHURC</b>	Chris Oldershaw (CO)	GHURC
	Martin Wallace (MW)	GHURC

<b>Refs.</b>	<b>Item Title</b>	<b>ACTION</b>
<b>129/08</b>	<b>Apologies</b>	
	Peter Foyle, Sam Hoad, Howard Francis, Grenville Bird, Chris Hayes	
<b>130/08</b>	<b>Introductions</b>	
	MTW welcomed Ian Simpson (Group Development Manager at Ecclesiastical Insurance) to the forum.	
<b>131/08</b>	<b>Declaration of Interest:</b>	
	None	
<b>132/08</b>	<b>Minutes of the Business Forum Meeting held 22<sup>nd</sup> September 2008</b>	
	Agreed as an accurate record of the meeting	
<b>133/08</b>	<b>Matters arising from the minutes of previous meeting – 22<sup>nd</sup> September 2008</b>	
	Covered under agenda items	
<b>134/08</b>	<b>Feedback from the Board meeting 26<sup>th</sup> September 2008</b>	
	<p>CO advised the forum that the <b>2007/08 Annual Report</b> was launched at the Board meeting and that extra copies were available for members to share with colleagues or make available in their receptions. Contact Jo May GHURC Office Manager.</p> <p><b>Community Regeneration Protocol</b>; CO reported that the Board were happy with the community engagement content of the protocol of which the URC were taking the lead. More work was however needed regarding the added value and community facilities of the protocol. The URC are working with the City Council / Gloucester Partnership to ensure the updated protocol would be available for the March 2009 Main Board meeting.</p> <p><b>Kings Quarter</b>; Options were discussed for the procurement of a development partner for the wider scheme. In terms of improvement to the square it is hoped that the scheme will be designed up to RIBA stage D by March 2009 (planning application). <b>Bakers Quay</b>; The Board considered options for mitigating the impact of views of derelict buildings amidst the new Gloucester Quays development.</p> <p><b>Temple Bar</b>, Best Practise visit; there was recognition of the good use of public space and the pool of independent retailers.</p>	

<p><b>135/08</b></p>	<p><b>Business Forum Protocol Review:</b>  MW took the forum through the protocol and areas that needed addressing namely;</p> <ul style="list-style-type: none"> <li>▪ <b>the appointment of a vice chair;</b> MTW pointed out that the length of office for the appointment of Chair was one year. The forum agreed that he continue as chairman commending him for the good job he had done to-date. CO reminded the forum that the vice chair would need to be a member of the main board as it was through this mechanism that comments from the forum were fed back to the Main Board. Possible candidates include Mark Owen, Peter Foyle, and Martin Seccombe. MTW would progress this item and report back</li> <li>▪ <b>annual joint meeting with the Residents &amp; Community Forum;</b> The forum agree that a joint meeting would provide an exchange of ideas. Suggestions came forward for having a joint meeting in April 2009 to compliment the AGM and as provisionally scheduled for November 2009 in the coming year</li> <li>▪ <b>minutes of the forum meeting published on the website;</b> The forum agreed that minutes be published on the URC website, less any confidential items. This would ensure that the URC were being transparent in the business activity and keep the public up-to date with the progress of regeneration</li> <li>▪ <b>minute taking,</b> MW suggested the wording be updated to “Programme Executive or delegated person”.</li> <li>▪ <b>“State of the City”;</b> Update to reflect the <b>“Future of the City”</b> event which took place earlier this year</li> <li>▪ <b>minimum attendance</b> at meetings per annum; All agreed that the minimum 50% attendance (3 out of 6 meetings per year) was acceptable</li> </ul>	<p>MTW  MW</p>
<p><b>136/08</b></p>	<p><b>Gloucester Heritage URC Intranet</b>  MW introduced the forum to the intranet that had been designed as a private computer network that provides secure connectivity to share information with partners, stakeholders and those involved in the delivery of the GHURC regeneration programme.</p> <p>Each Board member, panel, forum and steering group member will have a personal login which will ensure the site remains secure. Members are asked to note that this is a privileged access area and details must not be shared with any third party.</p> <p><b>Some of the benefits include:</b></p> <ul style="list-style-type: none"> <li>▪ No large files to download</li> <li>▪ Less files clogging up the inbox</li> <li>▪ Easily and quickly updated</li> <li>▪ Information more readily available</li> <li>▪ Diary of events – GHURC are trying to get to the stage where all meetings will be accessible in a diary compatible with Microsoft Outlook</li> </ul> <p>Selected forum members had been sent details to access the site and test it for suitability and identify areas for immediate improvement and comment. IS asked whether we had considered its future development and use as comments used as web-blog.</p> <p>It was also suggested that links to other sites be available on the internet. MW commented that this was already in place and discussions had taken place with the URC PR consultant how best to ensure the links were reciprocal. This is a work in progress</p> <p>The forum were happy with the progress of the Intranet to-date and looked forward to its wider use</p>	
<p><b>137/08</b></p>	<p><b>Community Engagement Plan – Business Update</b>  A mapping of all the businesses in the regeneration area is underway in conjunction to the Community Engagement Plans with the Community Engagement Manager</p>	

	<p>and the ambassadors. Kings Quarter, Blackfriars and the Canal Corridor were the lead areas regarding business. Business had been broken down into sectors e.g. Pubs/ Catering, Estate/letting agents, Hair &amp; Beauty, Retail etc. The forum was asked for their help in identifying additional business groups to engage in the process i.e. breakfast / lunch /rotary clubs etc. The forum discussed what we were trying to get out of the other groups and concluded that it was about engaging rather than feeling regeneration was being done to them. The forum needed more information and time to consider different forms of engagement and should be placed as a future agenda item.</p>	
<p>138/08</p>	<p><b>Board Agenda Items</b></p>	
	<p><b>291/08 Programme Performance Update</b>  CO went through the summary of the update with the following highlights:  <b>Blackfriars</b> – University council due to meet 26<sup>th</sup> November  Draft master plan in place and would be challenged and tested via the Princes Trust. Three meetings were planned for January 2009. Confirmation of dates to be made available at the earliest opportunity  Major 4* hotel; go-ahead confirmed in principle  <b>Southgate Moorings:</b> IS confirmed EIG were going through a validation process. Terry Farrell and Partners were appointed as Architects, Gleeds and Bruton Knowles were acting as agents and it was hoped to put plans together 17 December  <b>Gloucester Quays;</b> contained a good mix of retailers / leisure is going into the scheme. The list of occupiers have not yet been published by Gloucester Quays.  <b>Bakers Quay:</b> CO reported that the initial cost of a wrap around for the derelict listed building was £50 per sqm. The Bishops had put the Buildings on the market through Savills at Birmingham  <b>Canal Corridor;</b> The Contact Chemicals site; 15% affordable housing had been agreed. Funding had recently been agreed for a study using the water, based on the concept of ‘where we want to be in the next 10years. FR advised that the BID was going to plan. Face to face meetings had been had with 70 businesses, a telemarketing company had been brought in to arrange appointments, the draft business plan is in place and is in the process of being gone through by the management team. FR reported that commercial crime was on the increase and that two cameras to monitor the traffic in the area is being considered. Zone meetings had been held recently and despite the credit crunch all businesses remained positive  TM enquired about rowing club exemptions to the addition levy  AP noted the Canoe Club were looking for new opportunities in the area  GS informed that they were in the process of buying kayaks and looking for launching areas. A brief discussion took place about floating restaurants, more information required  <b>Kings Quarter;</b> CO informed the forum that the City Council have a members agreement with the URC and that any disposals would need to be consistent with the Area Regeneration Framework.  <b>Marcoms:</b> Recommending an additional £25k up-to March 2009 to strengthen Marketing mix and to maintain investor confidence. This would include local radio advertising, advertising campaign on bus sides and a supplement in the local paper that could be separated and used in the mobile exhibition unit. The exhibition unit would be used more extensively around the county.  PH brought an additional awareness of advertising on the sides of taxis. This was welcomed by all and MW agreed to follow up after the meeting. The forum want to ensure update information was going on the website.</p>	<p>MW</p> <p>MW</p>

	<p><b>293/08 Economic Linkages</b></p> <p>The emphasis being to link visitors at the Quays into the City centre. LDA had identified four main routes. Gloucester will have strong links to its river. Most pedestrian routes would be upgraded with quality materials including sandstone and granite. Following the board report it is hoped work will start on site June/July 2009, estimate 10 month contract. Signage will be improved. Llanthony Rd as a pedestrian linkage will be surfaced in granite and Kimbrose steps will be widened FR First stretch of shops front upgraded, comprehensive streetscape AP Need to communicate positive benefit. Advise of disruption so business can prepare, highlighting future benefits ND Mall Proposals on hold, discussions continuing, slowdown due to current economic climate MO Suggested there might money be available through City Council for shop front improvement in Southgate St GD happy at widening of steps at Kimbrose Triangle and wanted to see more adequate lighting throughout the Docks area CO responded that creative lighting is being built into the scheme PH concerned about access to the Black Swan CO Servicing arrangement / permit holders will be in place PH Access at night for taxis and vehicles to improve night time economy AP Access applicable to service vehicles before 10am</p> <p>The forum were generally supportive</p>	
	<p><b>294/08 Greater Railway Triangle – EDAW Peer Review</b></p> <p>CO advised the forum that GVA Grimley had produced the Masterplan. EDAW had run two peer review masterplan workshops. There was the potential for more employment use on the site and links with the hospital and university, also potential for a hotel on the site which would not be in conflict with hotels planned for other URC areas EDAW would be going to the board for acceptance. GHURC would encourage LXB to go forward with their scheme consistent with the Area Regeneration Framework and emerging masterplan. The way forward was more likely to be under a joint venture agreement MTW felt disappointed that the site was no longer being viewed as a gateway entrance to the city CO stated the housing on the site would be an exemplar scheme but would have the scale and impact as proposed with the original community stadium AP still wanted to see Iconic, stylish building PH commented that as the gateway into the city it was most commonly used</p> <p>The status of the medical science park will be important and was noticeable closer in proximity to the hospital AP voiced the concept of a cluster of medical sciences and research The forum agreed that the board should press for something more aspirational MTW commented that the current scheme was more deliverable MO/PH noted the Triangle for many new visitors to the city would be a first impression point IS stated it was a good step forward but just not 'sexy' The attraction for a hotel on the site was that there were good links to the M5 and major road link. It would provide a visual link but would need to be set in an exciting landscape PH wanted the science park to push for more of a NHS training centre</p>	

	<p><b>295/08 Company Directors Away Day – Report</b>  CO went through some of the recommendations of the board as a result of the away day namely that the number of presentations to the main board be reduced, and that they be presented to the appropriate panel. CO would ensure presentations were vetted before going before the board.</p>	CO
	<p><b>296/08 Bakers Quay – Confidential – covered under item 291/08</b></p>	
	<p><b>297/08 Greyfriars – Confidential</b></p>	
139/08	<p><b>Any Other Business</b>  GD was concerned at poor lighting in the docks and that it didn't look open for business, CO would take this point to the Docks Management Group  Brian Evans had been commissioned as a design critique, a report is expected by 10<sup>th</sup> December 08  MO wanted to lobby the owners of the former Gloscat sites in Brunswick Rd to get them cleaned up  PH voiced concerns about lower Eastgate St with a recommendation it be pedestrianised, previous Road Traffic Orders had expired</p>	CO
	<p><b>Dates of Future Meetings</b></p>	
	<ul style="list-style-type: none"> <li>▪ Monday 26<sup>th</sup> January 2009 – 6:00pm – British Waterways Museum</li> </ul>	
	<ul style="list-style-type: none"> <li>▪ Monday 23<sup>rd</sup> March 2009 – 6:00pm – British Waterways Museum</li> </ul>	

Author: Martin Wallace