

**18 February 2016 8.00am – 10.00am**  
**Oddfellows, Lower Bridge Street, Chester**

**CHESTER GROWTH PARTNERSHIP MEMBERS**

Guy Butler, Phil Mayall, Cllr Brian Crowe, Phil Harris, Katrina Michel, Peter Carstensen,  
 Liz Carnie, Will Heath, Dean Paton, Ed Oliver, Peter Cocker

**WORKING GROUP MEMBERS**

Chris Capes, Beth Skinner, Helen Crampton, Gemma Davies

**OTHER ATTENDEES**

Peter Toohar - Nexus

**APOLOGIES**

Alison Knight, Charlie Seward, Sally Pilott, Cllr Samantha Dixon, Andy Foster, Chris Matheson  
 MP, Claire Griffiths, Fran Burgess

1.	<p><b>Welcome and Introductions</b></p> <p>GB welcomed all attendees to the second partnership meeting, which will continue to take place every two months with working group meetings taking place in between.</p> <p>The minutes of the last meeting were agreed as accurate.</p>	<b>ALL</b>
2.	<p><b>Progress Against Business Plan – Guy Butler</b></p> <p>The final version of the Business Plan has been circulated with the new branding inserted. PC has coordinated the information from other board members which clearly sets out what the partnership aims to do over the next 6 months. A refresh will take place in Summer to review the objectives and a longer term plan will be produced.</p> <p>CC has produced a monthly reporting sheet which will be completed by each working group lead and circulated prior to board meetings to report back on the progress of each work stream.</p>	<b>GB</b>
3.	<p><b>Investment Working Group Update – Phil Mayall &amp; Liz Carnie</b></p> <p>PM updated on the key priorities and actions of the Investment group which includes the production of an Investment Map for Chester. The map will be taken to MIPIM and uploaded onto the website and will be a useful tool to use in the city.</p> <p>A discussion took place on the resources that the board has available to them. GB suggested the secondment or hiring of a new role within CWaC for 6/10 months to provide support. GD and CC agreed to look into the resources available and take this away as an urgent action.</p>	<b>PM/ LC</b>

	<p><b>Action point</b> – CC and GD to look into board resources and discuss with GB</p> <p>KM informed of a press release due to go out to highlight Chester’s presence at MIPIM and promote the Investment Map.</p> <p>PM highlighted the good progress made against the business plan and the need for further involvement in skills with GD suggesting Leah Maltby, Senior Employment and Skills Strategy Officer at CWaC be involved. CC informed a meeting with LM and LR has taken place.</p> <p>The membership of the Investment group includes: Phil Mayall (Muse), Liz Carnie (Chester Zoo), Geoff Willis (Craigleith), Matt Staines (Bespoke Group), Lisa Rowe (University of Chester), Helen Crampton (CWaC), James Lutton (Legat Owen), Ben Lamont (Legat Owen) and Nick Hodson (Chester Business Club).</p>	
4.	<p><b>Housing Working Group Update – Will Heath</b></p> <p>WH updated on the key priorities and actions of the Housing group which includes the production of a housing opportunities map for Chester which will identify 8/10 viable/deliverable sites. The group are currently making contact with land owners and aims to tie it in with the Investment Map.</p> <p>The group have met with the CWaC Strategic Housing team to understand the housing make up in Chester and are looking into the future need of student housing, highlighting an opportunity for a representative of the University to also sit on the group.</p> <p><b>Action point</b> – PH agreed to ask Tim Wheeler for a suitable representative from the University to join the Housing group.</p> <p>The membership of the Housing group includes: Will Heath (Redrow), Claire Griffiths (Plus Dane), Andy Foster (Andy Foster Architects), Harry Bolton (CBRE Ltd), Caroline Thomas (CWaC) and Rob Windsor (Hoots Property).</p>	WH
5.	<p><b>Infrastructure Working Group Update – Chris Capes</b></p> <p>CC updated on the key priorities and actions of the Infrastructure group which includes long term objectives such as lobbying for investment, electrification and parking at the station. Mott McDonald have been commissioned to complete a piece of work to look at the cost and economic impact for electrification which will take 6 weeks to complete.</p> <p>CC informed that SD is keen for the group to be involved with the parking strategy with the possibility of working with the BID to link shops with parking.</p> <p><b>Action point</b> – EO to be invited to Infrastructure working group meeting</p> <p>GB highlighted that many of the groups objectives are long term and is hard to be aligned with the other areas. GB met with Philip Cox from C&amp;W LEP who emphasised the need to justify board actions with financial backing, and to ensure a beneficial economic impact.</p>	CC

	The membership of the Infrastructure group includes: Sally Pilott (DTM Legal), Chris Matheson MP (MP for Chester), Ruth Wojtan (CWaC), Kristy Littler (CWaC), Clive Sykes (Sykes Cottages), Alex Siddall (Grosvenor) and Susanna Posnett.	
6.	<p><b>Dwell Working Group Update – Dean Paton &amp; Phil Harris</b></p> <p>DP updated on the key priorities and actions of the Dwell group which includes enhancing the evening economy and increasing dwell time after 5pm. BID are keen to support Thursday evening late night shopping with the aim for it to be supported locally by shops, restaurants, museums and the Cathedral etc.</p> <p>A discussion took place on the ‘What’s On in Chester’ resource produced by Marketing Cheshire. KM informed they are working with Chester Performs to relaunch the platform with opportunities for new advertisers, KM agreed to share with the Dwell group.</p> <p>An update was also given on proposals to open King Charles Tower and Water Tower on the city walls as attractions. DP also mentioned a Big Heritage summer pop-up event in Chester Castle focusing on the history of health.</p> <p><b>Action point</b> – Group to make contact with Racecourse to invite onto Dwell work stream</p> <p>The membership of the Dwell group includes: Dean Paton (Big Heritage), Fran Burgess, Phil Harris (University of Chester), Alison Duckworth (Marketing Cheshire), Roz Munslow (CWaC), Jenny Tegg (Chester Zoo), Emily Ghazarian (CH1 Chester BID), Liz Royles (CWaC), Tony Chester (Independent Blogger), Cllr Brian Crowe (CWaC) and Peter Howell-Jones (Chester Cathedral).</p>	DP/ PH
7.	<p><b>Engage Working Group Update – Katrina Michel &amp; Peter Carstensen</b></p> <p>PC updated on a priority of the group to produce a ‘Who is doing what in Chester’ poster to describe main activities of key actors and to communicate it locally. KM informed that the CGP LinkedIn page has now been set up with a database being built, encouraging all board members to join.</p> <p>A discussion took place on the new website and the need for it to be completed in time for MIPIM. The new website will be part of a wider West Cheshire Growth site including the other regen areas, however the Chester site will be launched on its own.</p> <p><b>Action point</b> – Follow up website issues to ensure it is completed before MIPIM</p> <p>Other updates include a private sector funded ‘Chester@MIPIM’ lunch being held with potential investors and journalists. A ‘Chester Comes to Town’ event will be held in London in Summer as well as a Place North West Breakfast with board members and extended working groups to present the programme, also inviting key people in the city.</p> <p>The membership of the Engage working group includes: Katrina Michel (Marketing Cheshire), Peter Carstensen (Blue Banyan), Chris Hulme (Influential PR), Vicky Titmuss (Kings School) and Jane Makin (CWaC).</p>	KM/ PC

8.	<p><b>One City Plan Review – Peter Tooher, Nexus</b>  Peter Tooher from Nexus gave an update on the One City Plan review and the updates of each regen area strategy which are due to conclude by the end of March. The document produced will be a refreshed vision to sit alongside the One City Plan setting out key priorities, aligning them with national and LEP strategies.</p> <p>GB highlighted the document as a longer term direction and framework for the partnership. PT agreed to organise phone conversations with board members to discuss the strategy further, and come back to a future board meeting to talk through the outcomes.</p>	PT
9.	<p><b>Other CGP Business – Chris Capes</b>  CC gave updates on other CGP business with the following highlights:</p> <ul style="list-style-type: none"> <li>• Dee House – the procurement process is ongoing with developer submissions due in mid-March, with information estimated to be made public in May</li> <li>• Rows – the Rows Townscape Heritage HLF bid has been unsuccessful and further discussions are taking place to identify next steps for the project</li> <li>• Heritage, Museums and Visual Arts Strategy – a stakeholder workshop was held on 9<sup>th</sup> February. The data is now being interpreted and the estimated timescale for completion is April</li> </ul> <p><b>Action point</b> – CC to share data presentations from Heritage Strategy stakeholder session</p> <ul style="list-style-type: none"> <li>• Shot Tower – a planning application is expected to come in next month for private housing with minor changes to the original application</li> <li>• Waitrose – the second phase will be coming to market fairly soon for the site opposite the store</li> </ul>	CC
10.	<p><b>AOB</b>  PH informed on the High Sheriffs Awards taking place on 8<sup>th</sup> March which had a record number of entrants, many Chester based.</p> <p>EO updated on the appointment of new BID manager Carl Kritchlow and new city centre manager Nick White.</p>	ALL
11.	<p><b>Date of Next Meeting</b>  Thursday 16 June 2016, 8am</p>	ALL
	<p><b>Action Points</b></p> <ul style="list-style-type: none"> <li>• CC and GD to look into board resources and discuss with GB.</li> <li>• PH agreed to ask Tim Wheeler for a suitable representative from the University to join the Housing group.</li> <li>• EO to be invited to Infrastructure working group meeting.</li> <li>• Group to make contact with Racecourse to invite onto Dwell work stream.</li> <li>• Follow up website issues to ensure it is completed before MIPIM</li> <li>• CC to share data presentations from Heritage Strategy stakeholder session</li> </ul>	