

Friday 25<sup>th</sup> May 2018 8.30am-10.30am  
Senate House, University of Chester

	<p><b>Action Points</b></p> <ul style="list-style-type: none"> <li>• Pass on website issue with planning application documentation to resolve</li> <li>• Add 'Digital Signage' to next board meeting agenda and invite appropriate council officers to attend</li> <li>• Updated Terms of Reference including new GDPR information to be circulated to board members and communication opt in email/form</li> <li>• 'CGP Terms of Reference' to be added to next meeting agenda</li> </ul>
1.	<p><b>Welcome and Introductions</b></p> <p>Attendees were welcomed to the meeting and introductions were made.</p> <p>The minutes from the last meeting on 22<sup>nd</sup> March were approved.</p>
2.	<p><b>Rail Update</b></p> <p>An update was given on the latest activity of the Growth Track 360 campaign and profile raising which began in July 2016. West and Wales Strategic Rail Prospectus was launched in parliament in February 2018.</p> <p>Chester Station remains a priority with 4 key components:</p> <ul style="list-style-type: none"> <li>• Regeneration and public realm improvements</li> <li>• Chester station enhancement</li> <li>• Rail service enhancement</li> <li>• City gateway access</li> </ul> <p>A discussion took place on the former enterprise site near the station and how to be mindful of this land with regards to gateway area.</p>
3.	<p><b>Development opportunities around Chester Station</b></p> <p>An overview of LCR was given who specialise in developing sites next to stations with a collaborative approach, acting as a support function. Main goal is to deliver jobs, homes and investment and Chester Station clearly has huge opportunities and potential.</p> <p>A discussion took place on how the station is Chester's 'most important gateway' which shapes the perception of Chester. Need to have the ability to promote the city in infrastructure as it's the location most people visiting arrive at. The relationship between the station and city centre needs to be rethought and reconnected, and needs to reflect our historic background.</p>
4.	<p><b>Introduction to West Cheshire and North Wales Chamber</b></p> <p>A presentation overview of the West Cheshire and North Wales Chamber and Young Chamber program was given with the following highlights:</p>

	<ul style="list-style-type: none"> <li>• WCNWC is a not-for-profit organisation in its 97<sup>th</sup> year of operation and currently has 650 business members.</li> <li>• Work around four key themes: <ul style="list-style-type: none"> <li>○ Ensuring we are the Authentic Voice of business that can deliver locally</li> <li>○ Creating enhanced Infrastructure &amp; Connectivity for our region</li> <li>○ Bridging the Skills gap across West Cheshire &amp; North Wales</li> <li>○ Promoting International Trade and stimulating regional Business Ambition</li> </ul> </li> </ul> <p>Young Chamber is a new scheme for schools and colleges to help bridge the gap between local businesses and the education sector. Employer engagement is becoming more widely recognised and has also generated interest with many of the smaller chamber members. 7 schools are currently on board and over 700 students have been supported to date through career days, mock interviews, work challenges etc.</p>
5.	<p><b>Apprenticeships and Good Practice</b></p> <p>An overview presentation was given to the board on apprenticeships with the following highlights:</p> <ul style="list-style-type: none"> <li>• Apprenticeships are open to all ages - there has never been an age limit</li> <li>• Available all the way up to a master's degree level</li> <li>• Cheshire and Warrington currently have 120 training providers</li> <li>• Recent figures show 43 current vacancies in Chester, 227 new starts since September of which 39% were over 25 years old</li> <li>• Apprenticeships can be used to train current workforce as well as hiring new recruits</li> </ul>
6.	<p><b>West Cheshire BID Update</b></p> <p>Recent activity of the West Cheshire BID was highlighted with the following updates:</p> <ul style="list-style-type: none"> <li>• Training resources/workshops are being used well by businesses</li> <li>• CWaC will undertake regular street cleaning of the area</li> <li>• Big improvement to the area - before and after images will be shared</li> <li>• Recently given permission to put security notices on lampposts outside premises</li> <li>• Running a GDPR workshop with the College and would like to run a session around Apprenticeships</li> </ul>
7.	<p><b>Summary of recent Planning Applications/Hotels</b></p> <p>A paper update was discussed on the recent hotel planning applications within the City, noting that with the average of a 70% occupancy rate with 1.5 people per room, this estimates a further 260,000 visitors staying overnight each year. With these numbers the task now is to increase time and money spent within city. City won't succeed if anything in addition to retail, tours etc. can't be offered to tourists to encourage them to stay longer.</p> <p>Recent planning applications within the city show that the trend of converting offices back into residential use is continuing - something to keep an eye on.</p> <p>An issue was raised with the planning portal website in which supporting documents of planning applications are not available/working.</p> <p><b>ACTION: Pass on website issue with planning application documentation to resolve</b></p>

8.	<p><b>Project Updates</b></p> <p>An update on current Chester projects included the following highlights:</p> <ul style="list-style-type: none"> <li>• St Michaels Centre - work is ongoing to develop new visitor attraction. History and Heritage service has now relocated to Grosvenor Museum.</li> <li>• Chester Castle - will be opening again in Summer and work is ongoing looking at long term plans for site.</li> <li>• Shot Tower - work is due to start on site in July.</li> <li>• Pierpoint Lane - work has completed on new bin storage and landscaping resolving issues and making area a new high quality environment in the city</li> </ul> <p>A discussion took place on the need for digital signage within the City to be used for marketing, directions, events etc. International visitors don't know what is happening in the City - Storyhouse, Visitor Centre, Station etc all would benefit. Businesses are struggling to promote themselves with lack of a-boards and digital signage. CH1 Bid are currently looking at putting screens in empty shop windows however a strategy needs to be created for the City.</p> <p><b>ACTION: Add 'Digital Signage' to next board meeting agenda and invite appropriate council officers to attend</b></p>
9.	<p><b>AOB</b></p> <p>GDPR regulations come into play from today - board members have a soft opt in meaning all will still receive board related information, however an email form will be circulated for members to opt in to receive information from council/partners. CGP Terms of Reference have been updated to reflect new regulations and will be circulated. Minutes will also need to be anonymised to comply.</p> <p><b>ACTION: Updated Terms of Reference including new GDPR information to be circulated to board members and communication opt in email/form</b></p> <p><b>ACTION: 'CGP Terms of Reference' to be added to next meeting agenda</b></p> <p>An update was given on the recently submitted Chester/Wrexham Bid for the relocation of Channel 4 HQ/creative hubs. The unique selling point for Chester with links to North Wales is key and if progressed to the next round further engagement with wider business community will be sought.</p> <p>A discussion took place on the open letter received by CWaC from businesses regarding the Northgate Development. The council will be providing a substantive response.</p>
10.	<p><b>Date of Next Meeting</b></p> <p>Date of next meeting to be decided and circulated.</p> <p>Requested meeting be held at Chester Cathedral and suggested the board receive an update on Cathedral masterplan and recent activity/events.</p>