

Cycle Chester Steering Group Minutes

Date: Tuesday 15th June 2010

Time: 16:30 – 18:30

Location: HQ Building, Chester

Attended by: Alex Ford (AF) Countess of Chester (SPOKES)
Beth Brockett (BB) Groundwork Cheshire
Bethan Vaughan (BV) Cycle Chester
David Robinson (DR₁) Chester Cycling Campaign / CTC
David Reeves (DR₂) Cycle Chester
David Pickering (DP₁) Chair Cycle Chester
Emma Manifold (EM) Cycle Chester
Gemma Easter (GE) Chester Renaissance
Gareth Lewis (GL) Cycle Chester (Bikeability)
Ross Adams (RA) Bike Club Officer (Chester & Southport)
Stephen Perry (SP) Blacon Community Trust

Apologies: Anna Geroni (AG) Cheshire West and Chester Council
Bob Hughes (BH) Cycle Chester
Cllr. Jill Houlbrook (JH) Cheshire West and Chester Council
Dave Cotterall (DC) PCT
Dave Parry (DP₂) The Bike Factory
Glennys Hammond (GH) Chester Cycling Campaign / CTC
Lydia Wilde (LW) Sustrans Bike-it Officer
Richard Nickson (RN) Cheshire West and Chester Council
Steve Hannam (SH) Cheshire Police Force

Chair: David Pickering

Minutes: Bethan Vaughan

Bi-monthly Steering Group Meeting

Minutes of last meeting

The minutes of the April meeting were agreed as a correct record.

Matters Arising

Raised

- DR1 suggested that higher level support is necessary from Cheshire West and Chester senior officers, suggesting that senior officers and member be urged to attend Steering Group meetings.

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Follow-up	Owner	
Email relevant officers to advise of Steering Group request	BV	August 2010
Send reminder email to senior officers to request attendance at Steering Group meetings.	BV	August 2010
DR1 requested that Cycle Chester minutes been published at www.cyclechester.gov.uk	BV	September 2010

The concept of the Cycle Champion publicity was discussed. BV explained that a lack of capacity at this time was preventing the Cycle Chester team from undertaking this work. SP suggested that Steering Group members undertake this task on a rotation basis.

Follow-up	Owner	
Creation of initial 'Cycle Champion' publicity to BV	SP	August 2010
Volunteers for both August/September 'Cycle Champion' editions (text and photos to BV)	All	August 2010

DR1 informed the group that no publicity for the secure parking exists at the Park and Ride. DR2 stated that the DfT refused to give approval for a 'Park & Bike' sign as it diverted from the regulation Park & Ride sign. DR2 reported that take up of the Princess Street lockers has been good, with the Wrexham Road Park & Ride site yet to be taken up.

Follow-up	Owner	
Increase publicity for lockers (contact iwest)	BV	August 2010
Include information in the new monthly mailout	BV	August 2010
Research publicity at Wrexham Road Park & Ride site	DR2	August 2010

DR1 requested information on the Masterplan and the political process for approval.

Follow-up	Owner	
Date of deadline for submission of report to Democratic Services, to be reported at the Campaign meeting scheduled 7 th July 2010.	BV	July 2010

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Follow-up	Owner	
Volunteers for both August/September 'Cycle Champion' editions (text and photos to BV)	All	August 2010

Chester Business Quarter Financial Update / Work Programme 2010 - 2011

Discussion

- GE presented Chester Renaissance's aspirations for Chester's Business Quarter. GE informed the group that the closing date for comments was 18th June but comments would be considered after this date. Information was provided on potential funding sources, addressing issues of both European and Regional budget cuts. GE responded that a meeting was being held with the NWDA shortly to discuss.
- DR1 raised the subject of Hoole Bridge's access into the city and stated that the Campaign would request that a plan for this key area be included in the Business Quarter plan.

Follow-up	Owner	
Progress update on Business Quarter	BV	Ongoing
Volunteers for both August/September 'Cycle Champion' editions (text and photos to BV)	All	August 2010

Infrastructure

Discussion

- Scheme 2 - Deva Link. Nothing to report to date.
- Scheme 3 – Curzon Park Bridge. BV feedback on the drop in consultation event for Curzon Park, held April 2010. DR1 reported on the additional focus group activities, undertaken by Cheshire West and Cheshire's Research and Intelligence Unit. DR1 stated concerns that the timescales were becoming an issue, and requested that the work programme be presented to the group for discussion.

Follow-up	Owner	
Report on Curzon Park work programme	BV	August 2010

- Scheme 4 – New Dee Bridge. The Steering Group were informed that the feasibility study brief had been commissioned with the works being undertaken by Atkins. Atkins will be in touch in due course to engage with the group.

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Follow-up	Owner	
Establish engagement meeting with Atkins	BV	July 2010

City Centre Parking

Discussion

- DR2 reported that the Park that Bike community scheme had, to date, processed 51 applications for free cycle parking provision, which will provide 102 parking spaces at community venues. The target for Park that Bike by March 2011 is to have provided 140 parking spaces in community areas.
- Cycle Lockers have been installed on the Wrexham Road Park and Ride site and on Princess Street.
- DR2 reported that the Bike Loan scheme is close to capacity. 110 of the 120 loan bikes are currently with members of the public.

Signing

Discussion

- DR2 reported that the majority of repeater signs have been installed whilst awaiting approval on directional signs, from the DfT.
- DR1 requested information on why there is little or no signage onto the Greenway from the A56. DR2 reported that this route would be signed as part of Cycle Chester's Green Route.

Smarter Choices

Discussion

- GL provided an update on the training aspect of Cycle Chester. He identified that Cycle Chester's 2009/10 target of training 708 to Bikeability Level 2 pupils was reached.

Follow-up	Owner	
GL to report on the number of schools not taking up the Bikeability offer	GL	August 2010
GL to investigate potential adult training classes	GL	Ongoing

- RA provided an update on the Bike Club process in Chester.
- RA informed the Steering Group of a CTC cycle ride being ridden by Nigel Mansell in order to raise money for CTC and Continyou, UK Youth.

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Follow-up	Owner	
BV to provide details of External Funding & Partnerships Unit to RA	BV	August 2010

Consultation Events

Discussion

- BB provided an update of the community engagement works (for nervous or non cyclists) being undertaken by Groundwork, on behalf of Cycle Chester providing facts and figures derived from the sessions.
- The final report will be presented to the Steering Group shortly.

Follow-up	Owner	
Assess draft version of report	BV	July 2010
Disseminate	BV	August 2010

Permeability Masterplan

Discussion

- It was agreed that an electronic version of the Masterplan be made available to Steering Group members.
- A date for the report to be discussed by the Highways Committee will be determined.

Follow-up	Owner	
Agree date for information to be sent to Democratic Services	BV	July 2010
Develop report for Highways Committee	BV	August 2010

Communication with Partners

Discussion

- AF reported that the Campaign were disappointed that they had not been engaged with the development of the new Cycle Chester mapping. BV reported that electronic copies had been forwarded approximately two weeks previous.
- A request from a Campaign representative was put forward, that a monthly newsletter be created. BV and DP stressed that the team could not provide this time consuming document on a monthly

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basis. It was agreed that BV would prepare a basic update email, collated from information sent to her by partners via email, and forward this to the Steering Group for wider dissemination.

Follow-up	Owner	
Resend maps to Campaign representatives	BV	June 2010
Develop monthly bulletin on Chester activities	BV	August 2010
Forward BV information for dissemination on a monthly basis	All	Ongoing
Investigate City Centre Management magazine	BV	August 2010

Any other business

Discussion

- DR1 reported that the Campaign would like to establish a cycling forum to discuss cycling issues on a Cheshire West and Chester basis.
- Car free day will take place 22nd September 2010 - suggestions for awareness raising/events to be forwarded to BV.
- Blacon Festival, and the unveiling of the Giant Mosaic, will take place July 2010.
- AF reported that he has been accepted on the Neston part Great Tour, a 6,500km ride taking place between July and September. AF will participate in week 6, in an attempt to raise the profile of prostate cancer.

Follow-up	Owner	
Forward ideas for Car Free Day to BV	All	August 2010

Date of next meeting

Discussion

- 3rd Tuesday in even months;
1. 17th August 2010
 2. 19th October 2010
 3. 14th December 2010

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