

UNIVERSITY AND COMMUNITY LIAISON MEETING
THURSDAY 12 JULY 2018 AT 10.00AM IN SENATE HOUSE – ROOM 103

DRAFT MINUTES

<u>Present</u>	
University of Chester:	
University Proctor	Mel Williams (MW) - CHAIR
Director of Corporate Communications	Jayne Dodgson (JD)
Community Liaison Manager	Louise Collins (LC)
Sustainability Officer	Tamara Hunt (TH)
Residential Life Manager	Maria Skinner (MS)
Student Engagement Assistant	Sarah Carden (SC)
Proctor's Secretary (Minute-taker)	Sue Brocklehurst (SB)
Garden Quarter	Councillor Bob Rudd (BR)
Boughton	Councillor Martyn Delaney (MD)
Queensway and Newton	Janet Jackson (JJ)
King Street	Tony Barcroft (TB)
Queen's Park	Helen Speke (HS)
White Friars	Vanessa Bond (VB)
HOOTS	Charlotte Forbes (CF)
Chester Students' Union - President	Ben France (BF)
Cheshire West & Chester Council – Regulatory Services	Claire Stead (CS)
Cheshire West & Chester – Environmental Commissioning	Emma Harrison (EH)
Cheshire Constabulary	PCSO Dan Pheasey (DP)

1.	<p><u>APOLOGIES FOR ABSENCE</u> City - Councillor Sam Dixon Newton – Councillor Richard Beacham Garden Quarter – Matt Baker Hough Green – Trevor Farrell Sarl Williams Court – Sarah Shepherd Trinity Hall & Waterside – Toni Garden Cheshire Constabulary - Inspector Barry Brown Cheshire Constabulary - Sergeant Alex Jackson Cheshire Constabulary - PC Jack Bostock Cheshire West and Chester Council –Vicky Lipscombe Cheshire West and Chester Council – Allan Batty Cheshire West and Chester Council – Lennox Beddows Chester Students' Union – Jack McGovern</p>	
2.	<p><u>WELCOME</u> MW welcomed everyone to the meeting including Emma Harrison from Cheshire West and Chester Council, Tony Barcroft who represents the King Street Area Residents Association and Charlotte Forbes from HOOTS who were all attending the meeting for the first time.</p>	
3.	<p><u>MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2018</u> The Minutes were accepted as a true record.</p>	

4.	<p><u>MATTERS ARISING FROM THE MINUTES</u></p> <p>MW confirmed that all the Actions from the previous Minutes have either been completed or are in the process of being completed.</p> <ul style="list-style-type: none"> • <u>Garden Quarter Welcome Festival</u> LC reported that plans for a Welcome Festival have been shelved for this year. The Garden Quarter Committee will consider the possibility of a similar event late Spring/early Summer. It is imperative that JMcG attends these meetings as the ‘Students’ Union link’ in order to facilitate student involvement in Garden Quarter activities on a regular and ongoing basis. BR said that students are welcome to attend any of the events that are organised throughout the year. BF acknowledged the importance of students engaging with the local community and undertook to actively promote these events via social media; MS said that an electronic calendar of events would be helpful which could easily be kept up-to-date - MS to liaise with Matt Baker or Sarah Cooper in this respect. Event information can also be found on the Garden Quarter’s Facebook and Twitter. • <u>Purple Flag</u> <ul style="list-style-type: none"> ○ As promised, Nick White from CH1 Chester BID has forwarded details in respect of the pilot scheme involving university campuses - see attached. ○ LC, together with other key members of University staff, will be meeting with the Safe Zone Project Manager to discuss the University’s involvement in the Safe Zone project which will provide a Welfare Unit in the city centre in an attempt to reduce admissions to A&E. • <u>Street Name: ‘Jane’s Walk’</u> BR reported that a replacement name has been ordered, which hopefully will be erected in the not too distant future. 	<p>JMcG</p> <p>BF</p> <p>MS</p>
5.	<p><u>COMMUNITY LIAISON MANAGER UPDATE & REVIEW OF 2017/18 ACADEMIC YEAR</u></p> <ul style="list-style-type: none"> • The number of complaints concerning off-campus student anti-social behaviour has reduced by more than 50% since 2014/15, due primarily to proactive collaboration with the University’s internal and external partners. LC passed on her thanks to all parties who have worked together effectively to tackle this issue. The Students’ Union play a key role by educating their Sports Captains and Society Presidents on responsible behaviour. • During this academic year Chester Students’ Union have raised £50K for charities, which has already received coverage in the press. • The PBSA (Purpose Built Student Accommodation) Collaborative Working Group meets regularly throughout the year and is chaired by MW. This Group includes management from the non-University owned accommodation blocks and other stakeholders and provides a forum for sharing best practice. • LC is a member of the UK Town and Gown Association (UKTGA) which is an organisation for sharing leading practice in the sector. A Conference is being held in November which LC hopes to attend. The UKTGA is affiliated with the International Town and Gown Association – http://www.itga.org/ • The content of the “Welcome to the City of Chester” talks is being reviewed and this year will be built around the Garden Centre video – <i>‘living, studying and working together’</i> (https://vimeo.com/104587547) It will be an upbeat and positive space to share messages about community living and safety for the new students. • A new initiative is being developed in collaboration with Cheshire Constabulary and the Community Safety Wardens – <i>Play It Safe Cards</i> – which are customised playing cards based on leading practice from the universities in Manchester and also the University of Boulder in Colorado, USA. They will include messages, for example, on student safety, crime prevention, consent, drugs, alcohol and off-campus behaviour. They will provide an innovative and entertaining method to educate students about key issues and have the added advantage of being a method of continuous education, as each time the cards are used the students will be reminded of the messages. • In order to broaden students’ experience and understanding of the local community, there has been a greater focus during the year on student social responsibility with the introduction of various student-led volunteering projects, eg Welly Wednesdays and Chester Student Dog Walkers. LC will be working with the University’s new Volunteer Co-ordinator to develop further activities next year. • Community meetings continue to be held on campus and the University will again have an involvement in the Chester Heritage Open Days. LC is organising tours and talks on the architecture of the Churchill Building on the Queen’s Park Campus which have proved popular in the past – and this year expanding to include a history of the Victorian buildings on Parkgate Road. 	

<p>6.</p>	<p><u>STUDENT ENGAGEMENT 2018/2019 ACADEMIC YEAR / 'WANT NOT WASTE NOT' CAMPAIGN</u></p> <p>EH provided an overview of the Council's plans to educate students (alongside working with landlords) on the waste and recycling process, and they will ensure that the student population is provided with clear and concise instructions and regular supplies of rubbish bags/containers.</p> <p>EH said that the Council is continually looking to improve and promote 'waste and recycling', and the process and facilities are reviewed on an ongoing basis. Recent developments include a new competitively priced trade site and there are also plans for a Re-Used Shop on Sealand Road.</p> <p>The 'Want Not Waste Not' Campaign has again proved popular and effective as a means for students, particularly those leaving University, and also local residents to dispose of unwanted items which are donated to local charities. This Campaign runs in tandem with the University's continuing arrangement with the British Heart Foundation where charity bags are available on all Campuses throughout the year.</p> <p>A number of ideas were put forward with regard to reminding students and encouraging them to make better and more effective use of the waste facilities which are available – for example: a financial incentive, a video (featuring members of the Students' Union) on the student Facebook site / Garden Quarter Facebook demonstrating the correct waste procedure(s), reminders on social media the evening before collection day, wheelie bins to be provided (rather than bags) to properties where there is sufficient space, introduce a 'Bin Button' to the student app – linked to the Council – with information on collection days, etc. Following discussion, it was agreed that LC would set up a meeting with Emma Harrison, Tamara Hunt and Ben France to further explore these suggestions and consider other ideas – this meeting should include the student who undertook a Work Based Learning placement at CWAC.</p>	<p>LC</p>
<p>7.</p>	<p><u>POLICING DURING FRESHERS' PERIOD – OPERATON CHEROKEE</u></p> <p>Following the success of last year, DP explained that 'Operation Cherokee' will follow a similar pattern and will extend beyond the Garden Quarter area and will include King Street. DP said the police are open to suggestions if there are particular areas that need to be covered – these should be routed via MW.</p> <p><u>Each day from Sunday 23 September to Sunday 7 October:</u></p> <ul style="list-style-type: none"> • 4 PCSO's will work two separate shifts: 8.00am – 4.00pm and 4.00pm – 10.00pm • 4 PC's will be on foot patrol from 10.00pm – 5.00am <p>The 'Welcome to Chester' talk will be covered by PC Jack Bostock and PCSO Dan Pheasey.</p> <p>Student safety, and the importance of keeping accommodation secure, will be promoted at the Freshers' Fair. BR has donated £500 but further funding is required – MD agreed to make a contribution. These messages will be reinforced during Flat Chats which are carried out in student accommodation by Residential Life - it was felt that Lennox Beddows would be a welcome addition, and would provide great support, to the Flat Chat Team.</p>	<p>ALL</p> <p>MD</p>
<p>8.</p>	<p><u>ANY OTHER BUSINESS</u></p> <ul style="list-style-type: none"> • <u>King Street – ASB and Noise</u> <ul style="list-style-type: none"> ○ TB outlined the ASB and noise issues (mainly kicking doors and banging windows) which are usually confined to Mondays and Wednesdays and which are causing distress to, in particular, the elderly residents. BF suggested that a video could be produced for use by the University/SU to draw students' attention to a real-life situation and highlight the effects of such behaviour on the local community. It was agreed that LC would organise a meeting to include PC Jack Bostock, PCSO Dan Pheasey, Shamen Nhaidu, Community Safety Warden, together with members of the King Street Residents Association. ○ TB also raised his concerns about the safety of students who use the Tow Path alongside the canal late at night and asked if access to that particular cut-through could be restricted at night time and students encouraged to use a safer route back from the city. LC said that this issue would be raised at a meeting involving Towpath management on Friday 20 July 2018. 	<p>LC</p>

	<ul style="list-style-type: none"> • <u>Sarl Williams Court</u> MW has received a report from Sarah Shepherd that they have experienced 'a peaceful time' in the Sarl Williams Court area and asked to pass on her thanks, together with those of the residents, to the University and partners for all their hard work – but she did add that they are not looking forward to Freshers! She also mentioned that Homedee are still having a few issues with the students using Canal Street. • <u>Trees at Kingsway</u> MW has been informed by the University's Estates Department that work to prune the trees that border some gardens will be carried out on Friday 20 July 2018. • <u>Dates of meetings during the 2018-2019 Academic Year</u> It was agreed that meetings will be held on the following dates: <ul style="list-style-type: none"> • Thursday 18 October 2018 • Thursday 7 February 2019 • Thursday 11 July 2019 - All commencing 10.00am on the Parkgate Road Campus 	
9.	<u>DATE OF NEXT MEETING</u> Thursday 18 October 2018 commencing 10.00am on the Parkgate Road Campus.	

SUMMARY OF ACTIONS

Action		Due	Action by
Garden Quarter Committee	Students' Union to be represented at Committee Meetings.		JMcG
Garden Quarter Events	Students to be made aware of events throughout the year and encouraged to get involved and engage with the community.		BF / MS
Waste and Recycling	Meeting to be arranged by LC to explore ideas to remind and encourage students to make better and more effective use of the available waste facilities.	ASAP	LC / EH / TH / BF
Operation Cherokee	Suggestions on areas of the city to receive particular monitoring by the police during Freshers' Weeks to be routed via MW.		ALL
Freshers' Fair	Additional agreed contribution to the funding from CWAC.	ASAP	MD
King Street – ASB and Noise issues	Issues to be discussed at a meeting to be organised by LC to include PC Jack Bostock, PCSO Dan Pheasey, Shamen Nhaidu and members of the King Street Residents Association.	ASAP	LC / JB / DP / SN / TB

Enclosed: Purple Flag document.