



## **SWBA BID: Minutes of Board Meeting – 26 February 2019 (Venue: White Light)**

### **1. Introductions and apologies**

**Present: Directors** - John Simpson (White Light), John D'Aprano (DS Systems), Nick Golson (Deen City Farm), Nick Stefka (Box Office Supplies) and Ian Docksey (Trinitarian Bible Society)

**Estate Coordinator** - Claire Morris

**Observers** – Julia Hancock and Clare Hancock (Ikhofi)

**Apologies: Directors:** Lee Anderson (GreenLight Electrical)

Ian Docksey had now formally been appointed as a Board member.

#### **Key Action Points Agreed:**

- to raise the lack of progress on the draft baseline and operating agreements with the relevant local Councillor
- to request the Council to undertake remedial work on road markings as necessary and to discuss with the Council and TfL safety improvements
- to consider options for new signage/waymarking within the BID area
- to develop an approach to greening various parts of the BID area
- to take forward work on the website business directory
- to arrange further subsidised training courses and a networking event.

### **2. Matters arising from last BID Board meeting (18 October 2018)**

All outstanding matters were covered by the agenda.

### **3. Draft Baseline and Operating Agreements with Merton Council – Progress Report**

It was noted that there had been a further delay in finalising the draft Agreements setting out the specific services which Merton Council would be responsible for providing. The situation had been exacerbated because the Council had redrafted the original documents and had yet to resolve a number of practical aspects of the arrangements. It was agreed that this issue would be raised with the appropriate local Councillor to seek a swift and satisfactory outcome.

### **4. BID Proposals – Progress on Delivery Plan**

A paper summarising progress to date on the individual projects set out in the BID Proposal document was discussed. Key points were as follows:

- it was agreed that the Council should be requested to refresh the white lines and other markings and signs on the estate which needed to be improved as a matter of urgency. It was further agreed that there should be discussions with the Council and TfL about improving pedestrian safety, notably at the traffic lights at the entrance to Jubilee Way, as well as further along that road in particular. The Council should also be requested to ensure that proper enforcement of parking was carried out, particularly in respect of HGVs;

- arrangements were being finalised with the Council for the upgrading and monitoring of the CCTV cameras on the estate. The intention was for the BID to purchase six new cameras to be installed simultaneously as soon as possible;
- there was some discussion about how to improve signage and wayfinding around the estate. An initial quote had been obtained which was considered to be quite high and a second quote would therefore be obtained for comparison purposes. In addition, various ideas such as a noticeboard or electronic touch screen would be explored to see if these were feasible;
- a meeting was due to be held with the Council and Veolia managers in March to discuss how the current arrangements for street cleaning and the removal of flytipping and other litter were operating;
- there was discussion of ways in which the BID area could be made greener. Various options would be considered, including identifying companies which might be contracted to undertake and maintain appropriate projects, as well as contacting key landowners to suggest ways in which certain areas could be enhanced;
- there had been a disappointing response from BID members to the invitation to list their businesses on the SWBA website directory. It was felt that it was important to have a comprehensive list of businesses within the BID area, not least to promote inter-business trading. Alternative ways of developing this would therefore be considered;
- uptake by BID members of the subsidised first aid and fire warden training courses run recently by Merton Chamber of Commerce had been generally positive. It was therefore agreed that further such courses during 2019 would be subsidised;
- the combined purchasing scheme in partnership with Meercat Associates to reduce costs for BID members had already seen some positive results with some businesses achieving significant savings. It was noted that it might not be clear to businesses that Meercat made no commission but instead were paid a flat fee by the BID and this point would be clarified to businesses;
- it was agreed that a networking event for businesses should be arranged and this would be set up as soon as practicable.

## **5. Financial Matters**

It was noted that Merton Council had now collected £107,000 of levy for the current BID year and these funds would be allocated to specific projects as appropriate. Some £40,000 still remained from Year 1 but all of this was to be utilised for the purchase of the new CCTV cameras.

## **6. Any Other Business**

There was no other business.

## **7. Date/Venue of next meetings:**

**SWBA Members' meeting 12.30pm, 7 March 2019 (Venue: Deen City Farm)**

**SWBA Directors' meeting 12.30pm, 4 April 2019 (Venue: TBA)**

