



SWBA BID: Minutes of Board Meeting – 3 October 2019
(Venue: GreenLight)

1. Apologies

Present: Directors - John Simpson (White Light), John D'Aprano (DS Systems), Nick Stefka (Box Office Supplies), Lee Anderson (GreenLight) and Ian Docksey (Trinitarian Bible Society)

Estate Coordinator - Claire Morris

Apologies: Directors: Nick Golson (Deen City Farm)

Key Action Points Agreed:

- to continue to work with the Council on safety improvements to Jubilee Way and Windsor Avenue in particular, including the introduction of appropriate width restriction signage
- to develop a waymarking strategy for the BID area
- to begin work on improving the appearance of the area alongside Morden Road

2. Matters arising from last BID Board meeting (29 August 2019)

All outstanding matters were covered by the agenda.

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

The documents drawn up by Merton Council's legal services setting out the specific services for which the Council was responsible had been checked and were almost ready to be signed off subject to several points of clarification which would be raised with the Council.

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 tabled. Key points were as follows:

- TfL was expected to begin work on the new pedestrian crossing at Jubilee Way shortly and once timing was known businesses would be informed;
- Merton Council's draft proposals for changes to the existing parking arrangements along Jubilee Way were now due to be issued for public consultation on 11 October and this would run for a three week period. Further details would be circulated to businesses to enable them to respond if they wished;
- the Council had been asked to consider introducing signage to ensure that vehicles entering or exiting the estate at Windsor Avenue were warned about the width restriction in place there;
- the broadband link for the new CCTV system was being installed so that the six new cameras could be set up;

- it was agreed that a meeting should be held with Jonathan Docksey of DesignJD to discuss how best to improve the existing signage and wayfinding arrangements around the estate;
- as a first step towards improving the overall appearance of the estate, a quote of £1,275 had been obtained for work to cut back and tidy the vegetation on the area of land adjoining Morden Road from the Lombard Road entrance to the subway to the tram and the Board agreed that this should be accepted. Further consideration was being given to other improvements which could be made to the BID area;
- the initial year of the cost saving scheme in partnership with Meercat Associates had now come to an end and a decision was needed about how to take this forward in the light of experience to date. A number of BID levy paying businesses had already benefitted but it was agreed that it was important to ensure that the scheme also represented value for money for the BID. This would therefore be discussed further with Meercat Associates;
- the BID would continue to offer subsidised training places for levy paying businesses on the remaining first aid and fire warden training courses for 2019 and details of these would be publicised by the BID and Merton Chamber of Commerce;
- the original BID proposal document had included provision for purchasing grit bins to be installed for use as appropriate. However it was agreed that since the Council was required to undertake the spreading of grit in adverse weather conditions it was difficult to justify expenditure on this. This would therefore not be pursued further.

5. Financial Matters

It was reported that discussions had been taking place with an independent firm of accountants with a view to their taking on responsibility for the BID's accounts. Once the costs for this had been established the Board would decide whether to outsource this work.

6. Any Other Business

There was no other business.

7. Date/Venue for next meetings:

SWBA Directors' meeting - 12.30pm, 7 November 2019 (Venue: DS Systems)

SWBA Members' meeting - 12.30pm, 5 December 2019 (Venue: TBA)