

## Agenda

**Meeting:** Winsford 1-5 Executive Group Meeting Friday 27<sup>th</sup> November

**Time:** 12.00pm – 2.00pm

**Location:** Ambassador Packaging, Road One, Winsford Ind Estate

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|--|------|
| 1. Approval of Minutes of last meeting and actions | Gary |
| 2. Payment of BID Monies Update                    | Iain |
| 3. Executive reports                               | All  |
| 4. Estate Managers Report                          | MK   |
| 5. 2009/10 Major Projects                          |      |
| • CCTV Project                                     | GK   |
| • Image enhancement scheme                         | GK   |
| • Unit numbering system                            | MK   |
| 6. Winsford Ind Estate BID 2011-2016               | All  |
| • Groundwork Proposal for Support                  | GK   |
| 7. Winsford Industrial Estate Awards 2010          | All  |
| 8. Winsford Industrial Estate Quiz Night 2010      | All  |
| 9. A.O.B.  |      |

Date of next meeting - TBC



	for the Executive Group and was awaiting the final installation of the system before the visit was arranged..	
Payment of BID monies update	Iain Paton had not managed to obtain the non-payers information, but agreed to contact Phil Nadolski to rectify this.	Iain Paton to obtain information from Phil Nadolski and forward to Gary Chester  Iain Paton to confirm whether Groundwork can invoice for the final £14k for 2009/10.
Executive Reports	No update reports were made.	
Estate Managers Report	<p>Mike Kelly Circulated the Estate Managers report and talked through the highlights.</p> <p>Mike Kelly is in the process of helping a helicopter company relocate to the site.</p> <p>Mike escorted Maxine on a tour looking for property.</p> <p>Mike was involved in the removal of two traveller encampments. Mike raised issues regarding the performance of the duty sergeant and his lack of help following a Travel encampment. This has been reported to Dave Snasdell at Cheshire Police.</p> <p>Mike has been supplied with definitive road numbers for road one and road five from CWaC.</p> <p>See Attached Report for further details.</p>	<p>·</p> <p>MK to wait 2 weeks for the remaining roads list from Mike Tindale</p>
2009/10 Major Projects	<p>See attached report.</p> <p>It was agreed that the proposal from CWaC for a more focused estate audit be rejected, and that the original approach to estate audits be re-introduced,</p> <p>It was agreed that the proposal for a simplified image enhancement scheme on Road One outside the substation not be followed through, and that the original scheme be implemented.</p>	<p>LW to follow up with Highways to progress issues that previously sat within Streetscene remit.</p> <p>LW to speak to Mike Solari and propose we continue with the original sub-station enhancements.</p> <p>MK to progress the Road Numbering project.</p>
Winsford Industrial Estate BID 2011-2016	<p>Greville Kelly circulated development costs for Winsford 1-5 2011-2016 BID along with a proposed course of action for Groundwork's Development time. The proposal was accepted by the Executive Group.</p> <p>GC suggested that Groundwork and CWaC could share the cost of the DVD as it could be used as a promotional tool for future BID proposals.</p> <p>Greville Kelly suggested that consultation should begin in January with a view to a vote in November.</p> <p>A Executive Group is to review a set of questions aimed at the businesses for consultation on the next BID. The group to report back by email</p> <p>Mike Kelly suggested a lower levy for the next BID for scaled-down operations reflecting current economic climate.</p>	<p>GWK and CWaC to report back on proposal for sponsorship of the DVD.</p> <p>GK to investigate cheaper DVD production.</p> <p>GK to put consultation document together and aim for a January 21<sup>st</sup> Launch at the next Winsford 1-5 Group</p>

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	Pete Price suggested the development of the Winsford 1-5 website, and including a discussion forum.	meeting.  GK to obtain the latest BID ratings listing for Winsford Industrial Estate.  LW to approach Greensplash to discuss costings for a forum on Winsford 1-5 .co.uk
Winsford Industrial Estate Awards 2010	It was agreed that this should be postponed and a decision taken later in the year with a preliminary suggestion from Graham Howarth of autumn 2010.	Executive to review the timing for the next awards in February 2010..
Winsford Industrial Estate Quiz Night 2010	All agreed that it was a good idea to continue with the Quiz night as it had been very popular. Venue and date TBC.	
A.O.B	It was felt that it was important to communicate the day's main points to the estate before Christmas.	MK to engage Profile to include main points in the Winsford 1-5 update before Christmas.  GK to put together a proposed diary of events for 2010.

**Date and location of next meetings:**

**Winsford 1-5 Executive Group Meeting 12<sup>th</sup> February 2010**

**Winsford 1-5 Business Environment Group 21<sup>st</sup> January 2010, 12pm-2pm, Location be arranged**

## 2009/10 Major Projects – November Update

### CCTV

There has been a delay in the delivery of the feeder pillars, which meant they were not installed until 18 November 2009, three weeks later than originally anticipated. However the new lampposts are still scheduled to be installed 7 December 2009 so there should be no delay in completion of the Council's Infrastructure Enabling Works.

The ducts have been installed between the feeder pillars and the lamppost locations. Cabling to the column from the feeder pillars is to be supplied by Exstream Networks to the Council shortly to enable camera cabling within the ducts and the column.

Exstream Networks placed an order with BT for their works two weeks ago (delayed due to the delay in the installation of the feeder pillars). Exstream Networks are waiting a date for the survey by BT.

If the delays in the installation of the feeder pillars has a knock on effect with the Exstream Networks schedule, a revised Programme of Works will be issued, if and when delays are confirmed.

Nick Saunders will be undertaking a site visit next week.

Estimated date for installation is now dependent upon BT progressing the order for their element of the project. Best estimate for the installation is mid – late December, however it could stretch to January 2010.

### Image Enhancement

- Meeting held with Mike Solari to discuss ownership assets to be handed to CWAC, future estate audits and the Road One image enhancement.
  - Asset handover has now been passed to Highways who are picking up a number of street scene responsibilities previously held by the Borough Council. **Leigh Wilson to follow up with Highways to progress.**
  - Estate Audits are to be re-established. Mike Solari to remain the principle contact. Mike Solari has made some suggestions for changes to the audits, which will be reviewed and a response made. **Mike Kelly and Leigh Wilson to review proposal from Mike Solari and feedback comments and plan date for next meeting.**
  - Substation Image enhancement – Given the recent work conducted their, Mike Solari has suggested a scaled down project such as grassing and an enhanced maintenance programme, in order that any future works do not destroy any major investments. **Feedback required from executive.**

### Road numbering

We have been provided with the definitive numbers for roads one and road five from CWAC. The outstanding numbers for the remaining roads have been promised to us within 2 weeks. On receipt of the definitive list 3 quotes will be obtained for production and installation of the signage as agreed at the previous executive meeting.

## **Additional Security Options for Winsford 1-5 Business Environment Group**

- 1. Security Reviews from Cheshire Police. Free of charge.**
- 2. Establishment of Business Watch Group** to review common issues/offences, share best practice and identify opportunities for future collaborative work on security and crime prevention. £200-400 for catering costs
- 3. Re-launch of Selecta Mark DNA kits with additional signage. £3000-£5000**
- 4. Security Patrol Service circa £12.00-£14.00 hour**
  - a. Christmas and new year coverage from Manned Guard (s)
  - b. Introduce security patrol/drive through at night time across the estate e.g. 2-3 hours a night