



Agenda

Winsford 1-5 Business Environment Group

Quarterly Meeting

Date: 29th April 2010

Location: H&M, Off Road One, Winsford Industrial Estate

Time: 12.00pm – 2.00pm

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1. WELCOME AND UPDATE.....GARY CHESTER
 2. BID UPDATE.....GREVILLE KELLY
 3. ESTATE MANAGERS REPORT.....MIKE KELLY
 4. NEXT BID CONSULTATION.....GC/GK
 5. VACANCY ON EXECUTIVE BOARD.....GC
 6. AOB

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Support by:



Managing Agent:



Minutes

Meeting: Winsford 1-5 Group Meeting
Date: 29th April 2010
Time: 12.00-14.00
Location: H&M, Road One
Present:

- Andrew Woodbine, AWE
- Naomi Bates, AMS
- Peter Chadwick, Cheshire Fire
- Sarah Marshall, Cheshire Fire
- Derek Leech, Env. Agency
- Richard Robbins, Europak
- MK/GK, Groundwork
- Matthew Pochin, Lamonts
- Pat Mc Nally, Linpac
- Theresa Dingle, Mast
- Shan/Julie, Office Link
- Lee Ferguson, United Utilities
- Jacqui/Syd, CSS
- Ian Black, Martin Dawes
- Gary Chester, Ambassador
- Chris Wella, Alpha Omega
- Vinny/Lucy Riley, VKR

Apologies:

- Iain Paton – Cheshire West and Chester Council
- Steve Buckley, SPX
- Kerry Crowe, CWAC

Agenda Item	Minutes	Actions
Welcome and update	<p>Gary thanked H&M for hosting the meeting.</p> <p>Gary reminded companies of the history behind the existing Business Improvement District which was introduced 4 years ago. The BID is in its final year now, and will expire after 12 months. Therefore if companies wish to continue a successor BID, a 2nd costed proposal for a business improvement district will need to be approved by 50% of companies representing 50% of the rateable value of the estate.</p> <p>GC informed companies that today was going to focus on identifying opportunities for a successor BID. The meeting would be split into two groups, facilitated by Mike Kelly and Greville Kelly.</p>	
Project Update	See attached	
Estate Managers Report	<p>See attached.</p> <p>Mike also reported that the rapid text service had been used to warn people of a speed trap on the estate..</p>	
Next BID	GC summarised that three keys areas from the consultation exercise were:	

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consultation	<ul style="list-style-type: none"> • Security • Traffic Management • Business Support (training). • Property availability – company expansion • Waste management • Procurement • Maintenance of image enhancements. <p>Pete Price asked for the maintenance of the estate manager role.</p>	
Vacancy on executive board	Gary Chester reported that Ed Surman has volunteered for the executive board. No stated that they would object to Ed joining the executive committee.	
A.O.B	Mike reminded members of the next meeting.	

Date and location of next meetings: 1st July 2010 12.00-2.00pm – Location TBC

Winsford Industrial Estate Business Improvement District (BID)

What is the BID?

The Business Improvement District is a partnership between the businesses on the industrial estate, Cheshire West and Chester Local Authority, Groundwork and a range of partner organisations. The vision of the partnership is:

"To become the premier industrial estate within Cheshire and the North West capable of attracting, developing and supporting a broad spectrum of companies through the provision of a safe, clean and connected industrial estate."

In 2005 the businesses on the estate approved a proposal to pay an additional supplement through the business rates system (the BID levy). The BID levy has been and will continue to be spent on a number of improvement projects over and above the services that are provided by the Local Authority. The BID will last between 2006 and 2011.

How is it managed?

The project is managed by the businesses on the estate through an elected executive who feedback to the Winsford 1-5 Business Environment Group, to which all BID levy paying businesses are invited to attend.

The Winsford 1-5 Business Environment Group has a formal constitution, and has contracted with Groundwork to project manage the Business Improvement District.

The executive meets at least five times a year, and the Winsford 1-5 Business Environment Group meets at least three times a year. Visit www.winsford1-5.co.uk for copies of minutes.

What projects were supported or funded by the BID in 2009/10?

In 2009/10 the following projects were delivered:

Security

- Installation of the CCTV system covering the three main entrances to Winsford Industrial Estate.
- Provision of a 24/7 security guard service over the Christmas period.
- Distribution of SelectaMark DNA property marking kits
- Maintenance and management of the 24/7 rapid text service.

Business Support

- Provision of an estate manager (Mike Kelly) and estate managers office. Mike has attracted inward investment, enabled companies to remain on the estate through relocating to local properties, liaised between local agencies and businesses on the estate to resolve matters, provided regular updates on estate developments and dealt with general queries estate companies have raised.
- Delivery of training courses to more than 59 estate employees on a range of topics including first aid, health and safety, manual handling, and risk assessment. More than 18 weeks of training was delivered.
- Production and distribution of four estate bulletins across the estate.
- Annual Business survey, which identified that 93% of respondents felt that Winsford Industrial Estate had improved as a place to trade /operate since the establishment of the BID in 2006.
- An estate quiz night was held and attended by more than 150 employees.
- Go yellow day was run for St.Lukes Hospice.

Image

- Implementation of a new road numbering system, complemented by the installation of road numbers across Winsford Industrial Estate.
- The BIG TIDY event which saw 'grot spots' tackled and tidied up.
- Launch of the image frontage charter.
- Maintenance of various landscaped areas around Winsford Industrial Estate.
- Updating of entrance signs at either entrance to the estate.



Left:
24/7 Security Guard service during Christmas 2009 helped the estate to remain safe and secure.

Transport

- Maintenance of the lift share website and holding of the annual lift share day—where employees were encouraged to use the estate lift share website. The total BID revenue for the year collected was the budgeted figure of £84,833*. The amount spent on BID arrangements for 2009/10 was £120,000*.



BID expenditure plans for 2010/11

In 2010/11 the BID will be funding the implementation of the following projects and services:

Image

Installation of lighting to illuminate the main entrance signs to the estate; Maintenance of key sites that have been enhanced by the BID since 2006; promotion of the business frontage charter.

Security

Maintenance of the CCTV system; Distribution of Selecta Mark to new companies across the estate; Continuation of the 24/7 rapid text service.

Business Support

Employment of an estate manager; Development and maintenance of the Winsford1-5.co.uk website; Provision of a range of health, safety and first aid training services; Regular estate news bulletins; Adverts and leaflet drops to promote the estate and the jobs bulletin board on the estate website; Provision of business networking events and the regular Winsford1-5 Business Environment Group meetings.

Transport

Maintenance of the car share website, Seek out opportunities for a lorry park facility, review of bus timetables across the estate.

In addition to the important services and projects above, the Executive Board for the Winsford 1-5 Business Environment Group will be working to develop a successor Business Improvement District for 2011-2016. All companies across Winsford Industrial Estate will have the opportunity to take part in consultation events to ensure that the successor BID remains focused on the needs and demands of the Winsford Business Community.

What is the cost?

All hereditaments (rateable properties) on Winsford Industrial Estate as identified on Cheshire West and Chester's rates list will receive a levy for the Business Improvement District based upon the bandings detailed below.

Hereditaments rateable value	Levy to be paid
RV > £400,000	£1750
RV = £250,000-£400000	£1450
RV = £100,000-£250,000	£1199
RV = £50,000-£100,000	£799
RV = £25,000 - £50,000	£550
RV = £10,000-£25,000	£350
RV = £5,000-£10,000	£250
RV < £5,000	£199



More information.....

For more information on the Business Improvement District and how your company can benefit contact the estate manager Mike Kelly on 01606 723175, mike.kelly@groundwork.org.uk or mobile 07792 618133. Alternatively visit www.winsford1-5.co.uk/about/businessimprovementdistrict.

ESTATE MANAGERS REPORT SPRING 2010

- First Choice close on road two
- Saica site sold on road three within days of being offered. Car Transplants currently operating out of Winsford and Nantwich are believed to be the new owners
- The estate challenge cup was won by MAST systems and the event attracted 153 employees..... a record
- Road numbering completed.
- Arranged estate Health & Safety course for 22nd June
- Arranged 3 day First Aid courses for April and September
- Genysys have left the estate, and VKR are to take over the premises as part of expansion
- New to Meridian House Clear Finance. Leaving Meridian IBR and Byron
- New to the estate Phil Clewes Joinery, Velten Premier Retail Services and Apetito
- Work commenced on upgrading area next to sub station on road one
- Combined Tyres are upgrading facilities on road four
- Assisted with traffic issue road five, met with highways etc
- Burglary Oasis Park
- New entrance feature at Premier Park
- Assisted two companies looking for premises
- Man hole covers stolen from Ion Path service area.
- Furniture Finders opening additional shop in Northwich
- Arriva taken over by German company
- Post and Column announced new investor

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- CCTV will be operational this month
- Litter Picking day scheduled for Friday 11th June.
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