

Agenda

Meeting: Winsford 1-5 Executive Group Meeting 7th December 2007

Time: 12.00pm – 2.00pm

Location: Groundwork

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|---|------------------|
| 1. Approval of Minutes of last meeting and actions | Gary |
| 2. Estate CCTV System | GK/Nick Saunders |
| 3. Payment of BID Monies Update | Iain |
| 4. Executive reports | |
| • Chair (Overall Benefit Delivery responsibility, and PR) | |
| • Vice Chair (Liaison with MK and KPI measure tracking) | |
| • Treasurer (Liaison with VRBC rating) | |
| • Business Support Theme | |
| • Security & Crime Prevention Theme | |
| • Transport Improvements Theme | |
| • Image Enhancement Theme | |
| 5. Estate Managers Report | MK |
| 6. Condition of Road One and road cleansing | MK |
| 7. Winsford 1-5 Business Awards | JB |
| 8. Next Winsford 1-5 Business Environment Group Meeting | All |
| 9. 2008 Winsford 1-5 Business Environment Group Meetings | All |
| 10. A.O.B. | |

Date of next meeting 15th February 2008 @ County Commercial

Minutes

Meeting: Winsford 1-5 Executive Group Meeting
Date: 7th December 2007
Time: 12.00-14.00
Location: Groundwork, Yarwoods Arm, Navigation Road, Northwich.

Present:

- Greville Kelly (Groundwork)
- Gary Chester (Chairman)
- Jane Byrne (Brand Express)
- Iain Paton (Vale Royal Borough Council)
- Mike Kelly (Estate Manager, Groundwork)
- Pete Price (Office Essentials)
- Nick Saunders (NSG Security Consultants)
- Jacqueline Wilson (VRBC)
- Ewan McHenry (VRBC)
- Mark Antrobus (Cheshire Police)
- Graham Howarth (Office Link)

Apologies:

- David Harrison (Henkel Consumer Adhesives)
- Tony Kershaw (County Commercial Stationery Ltd)
- Steve Blackie (747 Freight)

Agenda Item	Minutes	Actions
Estate CCTV System	<p>GK introduced the process that the Group has been through in developing the CCTV system and introduced the CCTV Consultant Nick Saunders (NS).</p> <p>NS informed the group that any viable CCTV system must be able to:</p> <ul style="list-style-type: none"> • Monitor • Detect • Recognise • Identify <p>Nick then presented the findings of his report (see attached for detail). In summary, it is the opinion of the NSG Security Consultants, given the budget available for the system, and the lack of capacity to afford monitoring of the CCTV pictures through the Local Authority, that any system installed would not be viable with current technologies, due to the poor image quality that would be generated by a static camera.</p> <p>NSG's recommended solution to installing CCTV, is to install a 'tilt and pan monitored system', and engage the Local Authority to undertake this monitoring of the public realm. As previously mentioned, the Local Authority do not currently have capacity to enable additional monitoring.</p> <p>In the consultants report, NSG had also raised issues around the deterrent effect of CCTV. Gary Chester questioned the assertion that CCTV has no deterrent effect. Nick responded stating that recent evaluations have demonstrated that CCTV systems have little effect. Most recently a report by Professor Martin Gill, demonstrated that</p>	

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Support by:



Managing Agent:



CCTV has little deterrent value (See report for detail).

Mark Antrobus (MA) from Cheshire Police responded stating that the report was a good report. MA also went onto say that post incident analysis is the likely major benefit of the system, for which image quality is vital.

Ewan McHenry, VRBC commented on the feasibility of the control room option, stating that he had been appointed to review the feasibility of the Vale Royal Borough Council CCTV system, part of which would involve seeking opportunities based upon a partnership approach towards CCTV monitoring. Ewan also suggested, a PCSO could also potentially be utilised if a CCTV system was not going to be installed.

Gary Chester asked Mark Antrobus (MA) of Cheshire Police what the best option would be, either CCTV or PSCO/people on the ground. MA responded that CCTV is not here to replace people, and that a physical presence is a valuable resource.

Mark also went onto say that Cheshire Police could link their systems to an estate based Automatic Number Plate Recognition system. The cost of this over and above the equipment and installation costs would be £10,000, which would enable the system to link into Cheshire Police.

Mike Kelly commented that the only time the police would be interested would be if the incident was serious. Mike Kelly went on to say that he believes that CCTV would be a deterrent.

Nick Saunders believed that the evidence is that CCTV will not act as a deterrent, and that 80% of images supplied to the police from CCTV cameras are not recognisable. In addition, for the system to go ahead, the CCTV system would have to fit for purpose for recording crime, due to its role in monitoring the public realm.

Gary Chester stated that he would consider it to be reckless for the Executive Board to ignore the professional opinions from NSG Consulting, and that a CCTV system would, with the current constraints have limited use.

GK stated that in determining the actual benefit and value of CCTV, the BOLTON Business Improvement District, which focuses on provision of a CCTV system, could be a good case study to inform the businesses of real value of CCTV across the estate.

Statistics on reported crime were presented at the meeting, which showed that most crime did not take place at night. Graham Howarth expressed his surprise about the time crimes were occurring, and that he felt a PCSO would provide a more instant solution.

Pete Price suggested the ideal solution would be getting someone on the ground. Jane Byrne added that the Executive needed to obtain the approval of companies across the estate for the alternative use of the monies. Mike Kelly believed that any PSCO, would be required at weekends and nights.

	<p>Finally, Nick Saunder from NSG Consulting stated that we often ask to much of technology, and that CCTV has its limits, and the job which is being currently 'asked' is beyond the ability of the current CCTV technology.</p> <p>To conclude on the discussion, Gary Chester asked the executive to vote for a recommendation.</p> <p>GC asked the executive to vote on three proposals: 1 – Accept final recommendation paragraph 4.6 of NSG's report, which is to delay installation until such time that VRBC can monitor camera. 2 – Instruct Groundwork and the Winsford 1-5 Group to work with Vale Royal Borough Council on a feasibility study. 3 – Instruct Groundwork to review the feasibility of a PCSO for the estate.</p> <p>Proposal 1, 2 and 3 were approved by all Executive Members.</p> <p>The Chairman thanked Nick Saunders, Euan McHenry and Mark Antrobus for their input. They then left the meeting.</p>	<p>Seek approval from main Winsford 1-5 Group for the delay of the CCTV System.</p> <p>Establish a meeting between VRBC and 1-5 representatives to establish the time frame for the feasibility study and the 1-5 Group involvement.</p> <p>Groundwork to engage Cheshire Police and undertake a feasibility of the benefits and costs of a PCSO.</p>
Minutes and actions from last meeting	<p>The previous minutes of the Executive Board were accepted as an accurate record.</p> <p>All actions were completed from the last meeting except for: MK was yet to provide examples of promotional material for the bulletin boards to promote the Car Share website - Mike confirmed that his would cost £500 for two weeks MK - to seek through the Groundwork network, examples of lorry parks. MK yet to arrange a meeting to discuss the Frontage Charter – MK has been out with the street scene officer. MK – Outstanding action in updating the name boards, MK confirmed that this was progressing and feedback been received from companies. . GK presented the KPIs for the BID, Gary Chester stated that the focus needs to be on security, image enhancement. JW from VRBC supplied costing for bus and bill board advertising, the question was also asked about how much it would cost to sponsor the roundabout at the end of Road One.</p>	<p>IP obtain price for advertising on roundabout at end of Road One.</p>
Collection of BID monies	<p>Iain Paton confirmed that £83,000 had been received to date. Likely to obtain a small amount more due to the new developments.</p>	
Executive reports	<p>Gary Chester had no addition information to report to the executive. Graham Howarth had no news to report.</p> <p>Jane Byrne highlighted that we are going to make a surplus (see attached release). Greville Kelly stated that we need to raise this with companies and ask for their feedback on how to invest.</p> <p>Pete Price reported that there had been three meetings of the Breakfast Networking club, the 1st meeting well attended, 2nd and 3rd meetings less so, although still felt to be a worthwhile event . PP would like to maintain it. It was noted that Saica attended one of the events. Gary Chester thanked Pete Price or his work on the business</p>	<p>GK to raise at forthcoming 1-5 Group under any other business.</p> <p>PP to continue leading on the Breakfast Networking events.</p>

	<p>networking club.</p> <p>It was agreed not to post reminders regarding the networking event. In its place a list of attendees should be posted on the web site, plus an email to go out to encourage attendance. – MK to supply list of attendees.</p>	<p>MK to arrange for attendees to be posted on the website + an article about the networking opportunity.</p>
Estate Manager Report	<p>See attached report.</p> <p>MK reported a 100% uptake on training courses; crime levels are low at the moment.</p>	
Condition of Road one and road cleansing	<p>MK reported that mud on road one has been dangerous in recent months. When next planning application comes in for such a development, the Group will respond demanding Wheel Wash for any future developments. Graham Howarth reported that in London, Police will close sites which pollute the roads.</p>	<p>MK to respond to any future development on the estate stating the need for a Wheel Wash.</p>
Winsford 1-5 Business Environment Awards	<p>Jane Byrne confirmed that Winsford 1-5 Business Environment Awards had been booked for Thursday 6th March booked at Winsford Civic Hall. Jane had been to see a caterer on Delamere Street, Winsford and that she needed decision on a budget. The Meal will be covered through ticket price. However Jane asked do the businesses want an after dinner speaker and MC, for which you could pay up to £5000.</p> <p>Two proposals were put forward regarding a budget. The first was for £3000 of legacy monies from the Winsford 1-5 Bank Account to be used. The second option was for option one with the addition of a further £2000 from Interest gained on the BID monies to be used as a budget for the event. The Executive approved the second option.</p> <p>Gary Chester stated that the awards will need to be impartial.</p>	<p>Action – Jane Byrne to draft a letter to go to business and an article for the website.</p>
Next Winsford 1-5 Group	<p>H&M Hennes was suggested a suitable venue.</p>	<p>MK to establish whether the venue was free for the meeting.</p>
2008 Winsford 1-5 Group meetings	<p>Greville stated that after the January meeting no themes for future 1-5 Group meetings had been established. A request was made for all companies to feedback ideas/topics for future 1-5 Group meetings.</p>	<p>All executive members to feedback ideas for future meetings.</p>
Road Four Parking	<p>Communication had been received from a company on Road Four, to tackle the parking problems on the road. MK feels Road One should have a slower speed limit (30mph), greater use of double yellow lines, and install interactive signs down Road One. GK suggested bringing the business on Road Four together, to identify solutions.</p> <p>At last meeting, CCC admitted that it is Government policy to reduce parking. GK stated the need to have a dedicated link officer from Cheshire County Council.</p>	<p>MK to arrange a meeting between companies on Road Four.</p> <p>IP to identify who the link officer is for Northwich vision.</p>
A.O.B	<p>Iain Paton suggested that a future jobs fair could be on the Industrial Estate. This was supported by the Executive.</p>	

Date of next meeting: 15th February 2008 @ County Commercial

Expenditure Profile	2007/08 December Update			
	Budget	Expenditure to date	Planned additional expenditure	Year end forecast
Image Enhancement and Maintenance Sub total	£ 20,261	£ -	£ 14,180	£ 14,180
Security Sub total	£ 9,308	£ -	£ 22,800	£ 22,800
Transport Sub total	£ 5,050	£ -	£ 2,000	£ 2,000
Business Support Sub total	£ 45,302	£ 20,231	£ 27,185	£ 47,416
Total For year	£ 79,920	£ 20,231	£ 66,165	£ 86,396
Income for year				£89433
Surplus/Deficit for year				£ 3,037

Summary of year end forecast

A - Surplus from 2006/07	£15,632
B - Carry forward of income for projects from 2006/07	£29,588
C - Project surplus/deficit for 2007/08	£3,037
D - Carry forward planned from 2007/08	£12,000
Forecast surplus (A + B + C - D)	£36,257

Explanatory Notes

- 2006/07 Carry forward – The carry forward was to cover the costs of the CCTV system (£20100), landscape architect fees (£1000), unit number signs (£4000), power supply for CCTV (£3000), production of a leaflet for bus timetable (£500), planning permission fee (£300), additional business watch signs (£688)
- 2006/07 £15,632 surplus was made from income from 1-5 BID account and expenditure not being incurred on lorry park, maintenance and savings from property marking system.
- The planned 2007/08 carry forward will be for monies linked to the corner enhancement on road five (£8000) and the unit numbering system (£4000)
- Commitments which currently will not be delivered on:
 - Lorry parking facility – failed to find a suitable or appropriate location.
 - Additional signage on the Trunk road leading to Winsford Ind Estate (Cheshire CC highways have refused permission for this item)
 - Road Five corner enhancement (Cheshire CC have refused permission for this)

Future at risk commitment

- CCTV System (feasibility of system questioned through feasibility study)
- Additional corner enhancements (With CCC refusing the corner improvement on Road Five, the replica enhancements to each side road entrance around the estate are likely to be refused).

ESTATE MANAGERS REPORT NOVEMBER 2007

- Continuing to visit companies across the estate and assisting them with any queries they may have.
- Reduced traveller activity disruption although we did have an illegal encampment on Premier Park and an incident with a lot of police involved when they got locked out from the park and separated from their caravans.
- Crimes reported at very low levels across the estate. Vehicle being stripped for parts over a weekend on road one was the main incident.
- Youths gathering outside the environment agency on road three late at night continue to be a problem, particularly with regards to littering. Some evidence of a ball bearing gun also being used. Police informed.
- Food Service division of IPC which was not part of the Saica takeover are now relocated on the two large units on Navigation Park. Hewdens have also taken up space on Navigation Park
- Planning application made for new signage to thank people for visiting the estate.
- Warehouse 150 which is nearing completion on road one caused many mud contamination issues over the past few months. Liased with CCC highways to resolve this. In the long term when other sites are developed we are going to request lorry washing facilities and on site parking for contractors to minimise disruptions to estate companies.
- Liased with local architects about possible redevelopment of some of our larger sites requiring re development.
- Breakfast networking events continue.(three to date)
- Working with blood transfusion service to have an estate event in the near future.
- Estate training programme rolled out with 100% uptake so far.
- Out of town client will be taking over the building under construction on the corner of road three.
- Issues of parking along road one and reports of many near misses and collisions continue to be of concern to the business community. CCC Highways have asked that we put our comments in writing. Letter sent 3/12/07
- Liased with property owners and VRBC regarding leasing issues.

- Provided assistance to companies on a wide range of subjects including advice on risk assessments, contacts, storage options, parking, environmental, utility and highway matters.
- Met with Geoff Lucock and sign maker regarding the revision of the main entrance boards.
- Welcomed three new companies to the estate.
- Defensive measures taken by employers and VRBC to protect the car park along side Iveco training workshop on Ion Way
- Two new bus shelters installed on road three and one on road five
- New café/valet/taxi company operating from road five.
- Currently assisting a storage company to acquire space on the estate for a 12 month contract.
- Toured estate with local Chronicle Reporter.

Mike Kelly
Estate Manager