

## Cambridge BID Board Meeting Minutes 8.30am Thursday 26<sup>th</sup> May 2022

### 1. Confidential Board only discussion, paper circulated by GS

A discussion took place, 10 board members were in attendance, 6 in person and 4 remotely. Vote on 3.1.1 was unanimous with 10 in favour and 3.1.2 was also unanimous with 10 in favour.

### 2. Attendees, Apologies, Minutes and Declarations of Interest.

Alison Wright	AW
Anne Bannell	AB
Becky Burrell	BB
Chris Douglas	CD
Glen Sharp	GS
Helen Hames	HH
Ian Sandison – Chair of meeting	IS
Joel Carre	JC
Nick Finlayson-Brown	NFB
Paul Clement (agenda item 5 only)	PC
Philip Greer	PG
Roger Allen (BID Chair)	RA
Rosy Moore	RM
Sallie Wright	SWBID

*Ian Sandison*

Ian Sandison  
CEO 21/07/22

### Apologies:

Andy Lloyd	AL
Val Lambert (after agenda item 1)	VL
Roger Allen (after agenda item 1)	RA
Simon Wallis (after agenda item 1)	SW

Quorum (1/3<sup>rd</sup> of board members) present

No Declarations of interest

Board agreed that IS should Chair.

### 3. Minutes

Signed off with the following actions met;

- Paul Clement analysed levy statistics and is reporting back to the Board today
- SWBID organised in-person Board meeting (today)

#### 4. Update CCC - JC

Market Square; The full report from consultancy period will be available shortly.

City council involved in supporting Ukrainian Refugees, responsible for accommodation and DBS checks. PG (Philip Greer, Director Sales & Marketing, CUA Hotel) asked whether there was any support for businesses to manage the language barrier, especially if non-English speaking Ukrainians are becoming employed within the city.

Transport consultations were discussed and businesses encouraged to provide feedback. PG commented that there were several consultations happening in respect of transport, in and around the city, and because of this it is quite difficult to appreciate the overall picture. The GCP road reclassification consultation closes on 18<sup>th</sup> July 2022. The GCP have visited some colleges to gain feedback and colleges were asked to submit delivery data, however, that does create some false data when some suppliers deliver to multiple premises, especially the colleges.

RM commented that last mile delivery is a fantastic concept, however it is not the answer to all business's problems.

CD asked whether congestion charges were now off the table, however, these will be revisited in Autumn 2022.

IS commented that we need to be careful that changes to transport do not affect the ability of workers to access the city and impact negatively on the current hiring squeeze in the city.

New sharing prosperity project with £1.3 million funding over 3 years to manage sustainable tourism. Develop a strategy for Markets in the greater Cambridgeshire area. Supporting local businesses.

Feasibility study on District Heat networks to be undertaken.

#### 5. Annual Accounts – Final version – IS

IS distributed our annual accounts and narrative prior to the meeting. There were no questions and annual accounts have been signed off by the board.

**Action 1 : SW to organise RA and IS to e-sign accounts and submit to Chater Allan for Co House filing**

#### 6. Term 3 Business Plan Discussion to be attended by Paul Clement (Locus)

IS distributed a paper regarding Term 3 business plan to be agreed by the board in order to progress with renewal. PC answered questions regarding levy rates and thresholds and the board accepted the proposals in the paper so the operating agreement can now be finalised with Cambridge City Council.

**Action 2: PC to work with JC on completing operating agreement**

#### 7. Board Update

DJ (Manager, John Lewis) Footfall increased however conversion not as strong. Missing Asian tourism. Recruitment challenges also. £5m refurb now complete.

PG (Director of Sales & Marketing, CUA Hotel) Good April & May, however quiet over Easter weekend. Recruitment still an ongoing issue. Some Ukrainian refugees have been employed however the language barrier brings some challenges.

AW (Owner, Fitzbillies) trade really good, recruiting is not easy but it manageable.  
 CD (General Manager, Graduate Cambridge) April was a busy month, with a busy Easter weekend. Bookings for corporate meetings are increasing. Recruitment is a real challenge and seems to be across the hospitality sector.  
 AB (Owner, Jack's on Trinity) Encouraging increase in trade to 75-80% of 2019 increasing confidence for the Summer.  
 NFB (Partner, Mills & Reeve) 30-50% occupancy in office. Huge recruitment challenges seen across the board with benefits such as flexible working incentivising the job market.  
 GS (Junior Bursar, Trinity Hall) Exam period and May Balls. Turning summer corporate business away as staff not available.  
 DO (Manager, The Regal Pub) Hiring still very difficult, challenges with transport late at night.

**9. AOB**

Rosy Moore informed the Board that she will no longer be our CCC representative. The Board thanked Rosy for her contribution to the BID Board over the past few years.

**Actions from meeting**

Action	Task	Responsible	Deadline
1	SW to liaise with Chater Allan to sign and publish accounts	SW	June 2022
2	PC to work with JC on completing operating agreement	PC/JC	July Board

**Next Board Meeting Thursday 21<sup>st</sup> July 2022**