

**Cambridge BID Board Meeting Minutes
8.30am Thursday 26th January 2023**

1. Attendees, Apologies, Minutes and Declarations of Interest.

Alice Gilderdale	AG
Alison Wright	AW
Becky Burrell	BB
Chris Douglas	CD
Dominic Joyce	DJ
Glen Sharp	GS
Ian Sandison – Chair of meeting	IS
Philip Greer	PG
Roger Allen	RA
Sallie Wright	SWBID

In Attendance

Joel Carre

Apologies:

Nick Finlayson-Brown	NFB
Simon Wallis	SW
Jane Baker	JB

Quorum (1/3rd of board members) present

No Declarations of interest

Board agreed that IS should Chair.

Minutes from Board meeting in November signed off and actions met

2. Budget for 2022-23

IS distributed the budget for 2022-23 prior to the meeting with CEO report attached for detailed analysis. No questions were asked.

3. Budget for Term 3 2023-2028

IS distributed the budget for Term 3 prior to the meeting. There was a brief discussion regarding term 3 levy collection due to the April 2023 business rates review. 43% of our levy will now come from the office/professional sector. PG asked what the office sector want from the BID and IS commented that he would like to see the office blocks having a greater connection to the city through more events and targeted projects such as the film festival project within an office setting. BB added that a recurring outcome of the annual business survey was to make the city cleaner, greener and safer. RA commented that from the retail sector, people prefer to get home (requiring public transport to improve) rather than attending evening events.

The budget for the first year of term 3 was agreed by the board.

4. CCC Update

CCC are currently working on a Destination Management Plan for the visitor economy with funding from the Combined Authority via The Shared Prosperity fund to support economic development.

There will also be a Market's development plan looking at creating market spaces across the city with more market traders creating the opportunity for skills development. There has been research into the social and economic impact of markets in neighbourhood communities. The BID will be invited to engage and develop the brief along with other key stakeholder groups. There are plans for a green business grant available to businesses.

Feasibility work with the district heat network is still ongoing. This is a joint project with the University of Cambridge using a £100k grant. GS asked about the anticipated program which will be available in July 2023.

JC mentioned the copper switch off so ISDN phone lines will stop working and wondered whether the businesses in the city were aware. The BID would be happy to circulate information on this.

Action 1: JC to share information with BID.

Enforcement of the 'A' board regulations have started with fixed penalty notices being issued. There will be a littering campaign and fly tipping campaign and a litter strategy committee with city leaders being involved with a climate change group.

6. Board Update

PG (Commercial Director CUA Hotel) Bit of a mixed bag, December was OK but January and February are seeing less bookings.

AW (Owner, Fitzbillies) Pleasantly surprised with business doing well and figures up on 2019 and last year. Trade was good over Christmas.

CD (General Manager, Graduate Cambridge) Bookings for party nights increased from 2019 with bookings for meetings and events increasing in January. Quarter one described as not too bad.

GS (Junior Bursar, Trinity Hall) All fine RA (Centre Manager, Lion Yard) 200% increase in energy prices. Recommend a company called Smarter technology to manage energy use where the tenants can see their own energy usage and adjust as necessary. Footfall 20% down on 2019 however lots of positive changes happening at Lion Yard going forward.

Action 2: SWBID to distribute details to the board.

DJ (Head of Branch John Lewis & Partners) Pleasantly surprised with December being a lot better than expected. Postal strikes possibly increased footfall.

VL (Partner, HCR Law) Seeing an increase in fixed fees to reduce costs.

7. AOB

Non-Board members were asked to leave for this item.

RA made the board aware of IS's decision to leave the BID and that the F&G group had commenced a recruitment process that will go live in early February. IS will remain as CEO for 2 days a week until a new person is hired.

Actions from meeting

Action	Task	Responsible	Deadline
1	JC to share information about the Copper ISDN phone lines being switched off	JC	ASAP
1	SWBID to distribute contact details for SMARTER technology to the board	SWBID/RA	ASAP

Next Board Meeting 8:30am Thursday 30th March 2023
Venue; Brookgate



Minutes agreed 30/3/23